



**MEETING OF  
UNIVERSITY PARK MAYOR AND COMMON COUNCIL  
WILL BE HELD AT  
UNIVERSITY PARK ELEMENTARY SCHOOL  
4315 UNDERWOOD STREET  
7:30 p.m.  
March 2, 2020  
REGULAR SESSION**

**1. CALL TO ORDER: *Mayor Carey***

<b>Present:</b>	Brosch	<b>Absent:</b>	Brosch
	Schultz		Schultz
	Morrissey		Morrissey
	Verrill		Verrill
	Caskey		Caskey
	Wells		Wells
	Stephen		Stephen

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF THE AGENDA**

<b>Moved by:</b>	<b>Seconded by:</b>	
<b>Yea:</b>	<b>Nay:</b>	<b>Abstain:</b>

**4. CONSENT AGENDA**

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

<b>Moved by:</b>	<b>Seconded by:</b>	
<b>Yea:</b>	<b>Nay:</b>	<b>Abstain:</b>

**A. BUILDING PERMIT APPLICATION TO RELOCATE EXISTING FENCE**

**(Larry and Jill Clements, 6914 Oakridge Road) Ward 5**

*To relocate existing fence to the property line, located on Lot 12 & 13 and Block D at 6914 Oakridge Road.*

**B. BUILDING PERMIT APPLICATION TO REPAIR/REPLACE FRONT WALKWAY**

**(Larry and Jill Clements, 6914 Oakridge Road) Ward 5**

*To repair/replace front walkway and eliminate 1 step to front door located on Lot 12 & 13 and Block D at 6914 Oakridge Road.*

**5. PUBLIC COMMENT**

**6. CONTINUING BUSINESS**

**A. ADOPT LEGISLATIVE RESOLUTION 20-O-02: CHAPTER 2, ENACTING SECTION 2-114, WELCOMING TOWN (Second Reading)**

**Motion:** To adopt Legislative Resolution 20-O-02 to amend Town Code, Chapter 2 by enacting section 2-114, “Welcoming Town” to regulate how US Citizenship status information is obtained, used and retained, and to make provision for Town benefits and services without regard to US citizenship status.

*The earliest date this motion may be considered for passage is March 2, 2020.*

<b>Moved by:</b>	<b>Seconded by:</b>	
<b>Yea:</b>	<b>Nay:</b>	<b>Abstain:</b>

**B. ADOPT LEGISLATIVE RESOLUTION 20-O-03: AMENDING CHAPTER 16, SECTION 16-104 ALLOWING REIMBURSEMENT TO INCLUDE UNDERSTORY TREES (Second Reading)**

**Motion:** To adopt Legislative Resolution 20-O-03, on recommendation of the Trees, Parks and the Environment Committee, to amend Chapter 16 “Tree Maintenance”, Section 16-104, “Tree Replacement” of the Code of Ordinances of the Town of University Park to include understory trees, allowing reimbursement of up to \$100.00 toward the purchase price of any tree listed in the official Town understory tree list and planted on private property within the Town, not to exceed a total of three hundred dollars (\$300.00) per five years to any individual household or property.

*The earliest date this motion may be considered for passage is March 2, 2020.*

<b>Moved by:</b>	<b>Seconded by:</b>	
<b>Yea:</b>	<b>Nay:</b>	<b>Abstain:</b>

**C. ADOPT BUDGET ADJUSTMENTS – TRANSFER OF FUNDS (Second Reading)**

**Motion:** To adopt budget adjustments for fiscal year 2020 as recommended by the Town Treasurer in the February 20, 2020 memo to the Mayor and Council in the total amount of \$66,100.00, as reflected below and to include the prior year’s surplus.

<b><u>Increase in General Fund Revenues</u></b>		
Prior Years Surplus	262,369.00	
<b><u>Account Name</u></b>	<b><u>Transfer from:</u></b>	<b><u>Transfer to:</u></b>
<b><u>General Government</u></b>		
Payroll Taxes & Benefits	10,400.00	
Insurance		2,200.00
Legal Advertisement		500.00
Town Hall/Lighting		5,700.00
Salaries		2,000.00
<b><u>Police</u></b>		
Payroll Taxes and Benefits	31,500.00	
Traffic Study Analysis	5,000.00	

Salaries	10,000.00
Medical Exams	5,000.00
Small Equipment	5,000.00
Training	3,000.00
Vehicle Maintenance	2,000.00
Police Car	11,500.00

**Public Works**

Salaries	10,000.00	
Payroll Taxes & Benefits	9,200.00	
Uniforms		1,500.00
Composting		1,000.00
Work & Storage Space		1,700.00
Street Repairs		5,000.00
Vehicle Maintenance		10,000.00

**The earliest this may be considered is at the March 2, 2020 Council meeting, as the total exceeds \$2,500.00.**

**Moved by:**

**Seconded by:**

**Yea:**

**Nay:**

**Abstain:**

**7. NEW BUSINESS**

**A. EXPAND COMPOST PROGRAM TO INCLUDE MEAT AND DAIRY**

**Motion:** On recommendation of the Sustainability Committee, to expand the compost program to include meat and dairy waste in the list of acceptable food scraps, as the county will take such items into its composting facility and the Town recognizes the important environmental benefits by diverting this waste stream from the landfill.

**Moved by:**

**Seconded by:**

**Yea:**

**Nay:**

**Abstain:**

**B. ARBOR DAY PROCLAMATION**

**Motion:** To approve adopting a Town Arbor Day Proclamation and to designate Friday, April 24, 2020 as Arbor Day in University Park.

**Moved by:**

**Seconded by:**

**Yea:**

**Nay:**

**Abstain:**

**8. APPROVAL OF MINUTES: *February 24, 2020***

**Moved by:**

**Seconded by:**

**Yea:**

**Nay:**

**Abstain:**

**9. APPROVAL OF CLOSED SESSION MINUTES:** *February 24, 2020*

**Moved by:**

**Seconded by:**

**Yea:**

**Nay:**

**Abstain:**

**10. MAYOR AND COUNCIL REPORTS**

**A. MAYOR'S REPORT**

**B. COUNCIL AND COMMITTEE REPORTS**

**11. ADJOURNMENT**

**\*\* A Closed Session may be called. \*\***

**Agenda item 4A**  
**Clements Building Permit Application**



# Building Permit Application

◆ The Town of University Park ◆

An incorporated municipality in Prince George's County, Maryland  
Town Hall, 6724 Baltimore Avenue, University Park, Maryland 20782  
Phone: (301) 927-4262 Fax: (301) 277-4548 Email: townhall@upmd.org

*For Office Use Only*  
 Ward # 5 Date Received: 2/24/20  
 Permit Application: Approved  Rejected   
 #1501  
 Check/Cash Amt: \$ 10.00  
 Permit Number: \_\_\_\_\_  
 Date Issued: \_\_\_\_\_

Name of Applicant(s): Harry & Jill Clements

Telephone Number: [Redacted] Home [Redacted] Cell [Redacted]

Work: \_\_\_\_\_ Email: [Redacted]

Street Address of Property: 6914 Oakridge Rd  
 Lot Number: 12/13 Block Number: D Section Number: \_\_\_\_\_

Person/Company Doing the Work: Long Fence

Address/Phone: 1910 Betson Ct., Odenton, MD. (301) 261 3444

Signature of Property Owner: [Signature] Date: 2/24/2020

### Description of Work

Check all that apply:

**Fence:** Height: 47", Material: wood, Style: 2x2 Picket

**Outbuilding:** Dimensions: \_\_\_\_\_, Height at Apex: \_\_\_\_\_  
 Materials: \_\_\_\_\_

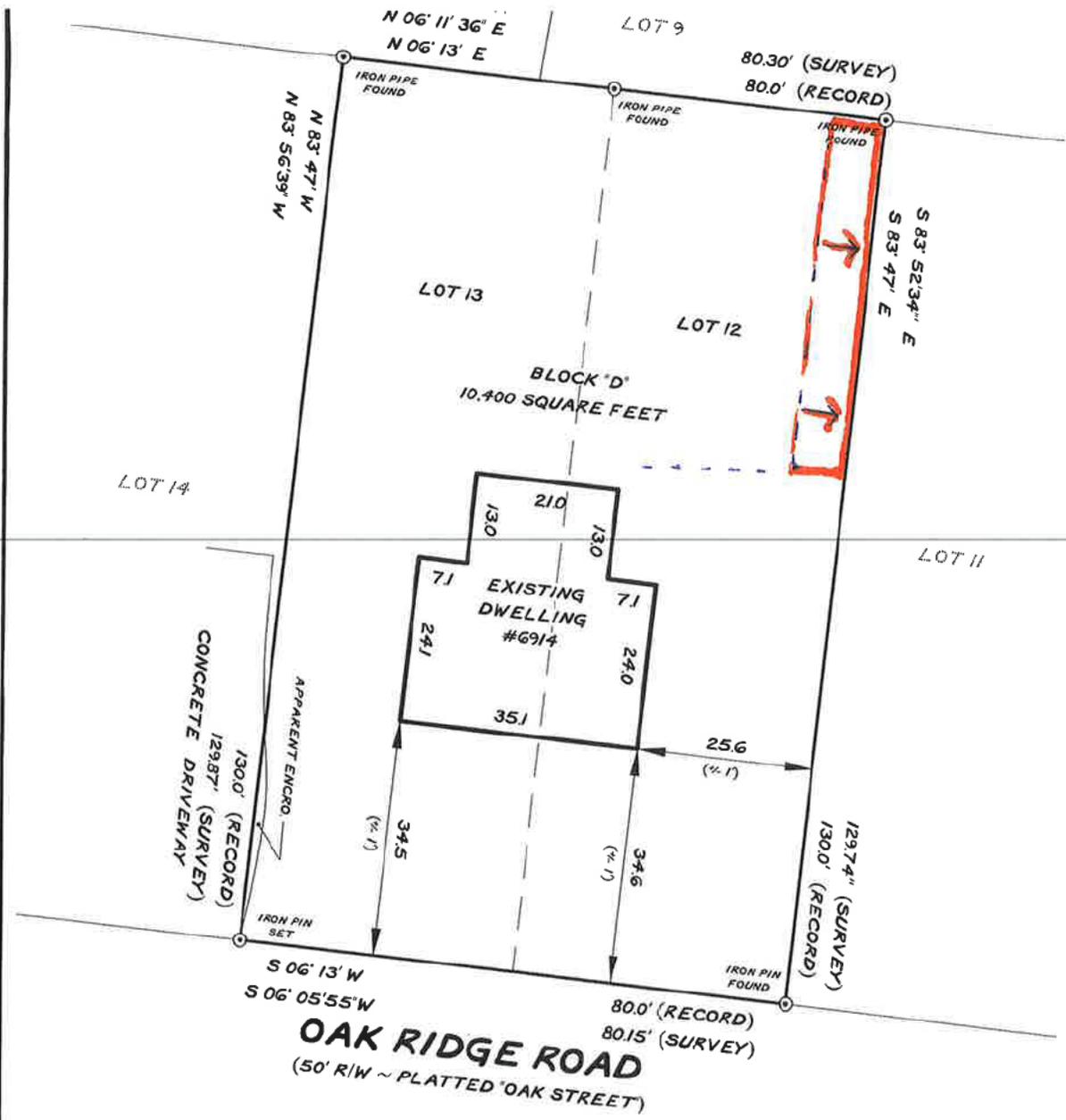
**Other:** (Please Specify): \_\_\_\_\_  
 Dimensions: \_\_\_\_\_, Height at Apex: \_\_\_\_\_  
 Materials: \_\_\_\_\_

Please Specify Reason for Structure: Relocating existing fence to property line

**POD or Dumpster** (check one) Unit will be placed on the property: \_\_\_\_\_ or on the street: \_\_\_\_\_  
 Dates the unit will be delivered: \_\_\_\_\_ picked up: \_\_\_\_\_

Permit and Non-Refundable Filing Fee Paid (\$10 + 10% of County permit fee (if applicable))= \$ 10.00

**Caution:** To begin construction before a permit has been issued and prominently displayed for inspection at the construction site is a clear violation of municipal law.



SURVEYOR'S CERTIFICATE:  
 I HEREBY CERTIFY THAT I HAVE PERSONALLY  
 MADE A CAREFUL FIELD-RUN SURVEY OF LOTS 12  
 & 13, BLOCK "D" AND THAT PERMANENT IRON  
 MARKERS ARE IN PLACE AS INDICATED HEREON.

STEPHEN L WILSON R.P.L.S. NO.417  
 DRASTIC MEASURES, INC.  
 6503 STEUBEN COURT  
 CLINTON, MARYLAND 20735  
 OFFICE-301-856-3152  
 FAX-301-856-8569



**Agenda item 4B**  
**Clements Building Permit Application**



# Building Permit Application

◆ The Town of University Park ◆

An incorporated municipality in Prince George's County, Maryland  
Town Hall, 6724 Baltimore Avenue, University Park, Maryland 20782  
Phone: (301) 927-4262 Fax: (301) 277-4548 Email: townhall@upmd.org

*For Office Use Only*  
 Ward # 5 Date Received: 2/26/20  
 Permit Application: Approved [ ]  
 Rejected [ ]  
#1503  
 Check/Cash Amt.: 26.78  
 Permit Number: \_\_\_\_\_  
 Date Issued: \_\_\_\_\_

Name of Applicant(s): Larry and Jill Clements

Telephone Number: [REDACTED] Home [REDACTED] Cell [REDACTED]

Work: — Email: [REDACTED]

Street Address of Property: 6914 Oakridge Rd.

Lot Number: 12/13 Block Number: D Section Number: \_\_\_\_\_

Person/Company Doing the Work: Self; TBD

Address/Phone: \_\_\_\_\_

Signature of Property Owner: [Signature] Date: 2/25/2020

### Description of Work

Check all that apply:

**Fence:** Height: \_\_\_\_\_, Material: \_\_\_\_\_, Style: \_\_\_\_\_

**Outbuilding:** Dimensions: \_\_\_\_\_, Height at Apex: \_\_\_\_\_  
Materials: \_\_\_\_\_

**Other:** (Please Specify): Repair/replace front walkway; eliminate 1 step  
Dimensions: 40" x 32', Height at Apex: 8"  
Materials: existing flagstone

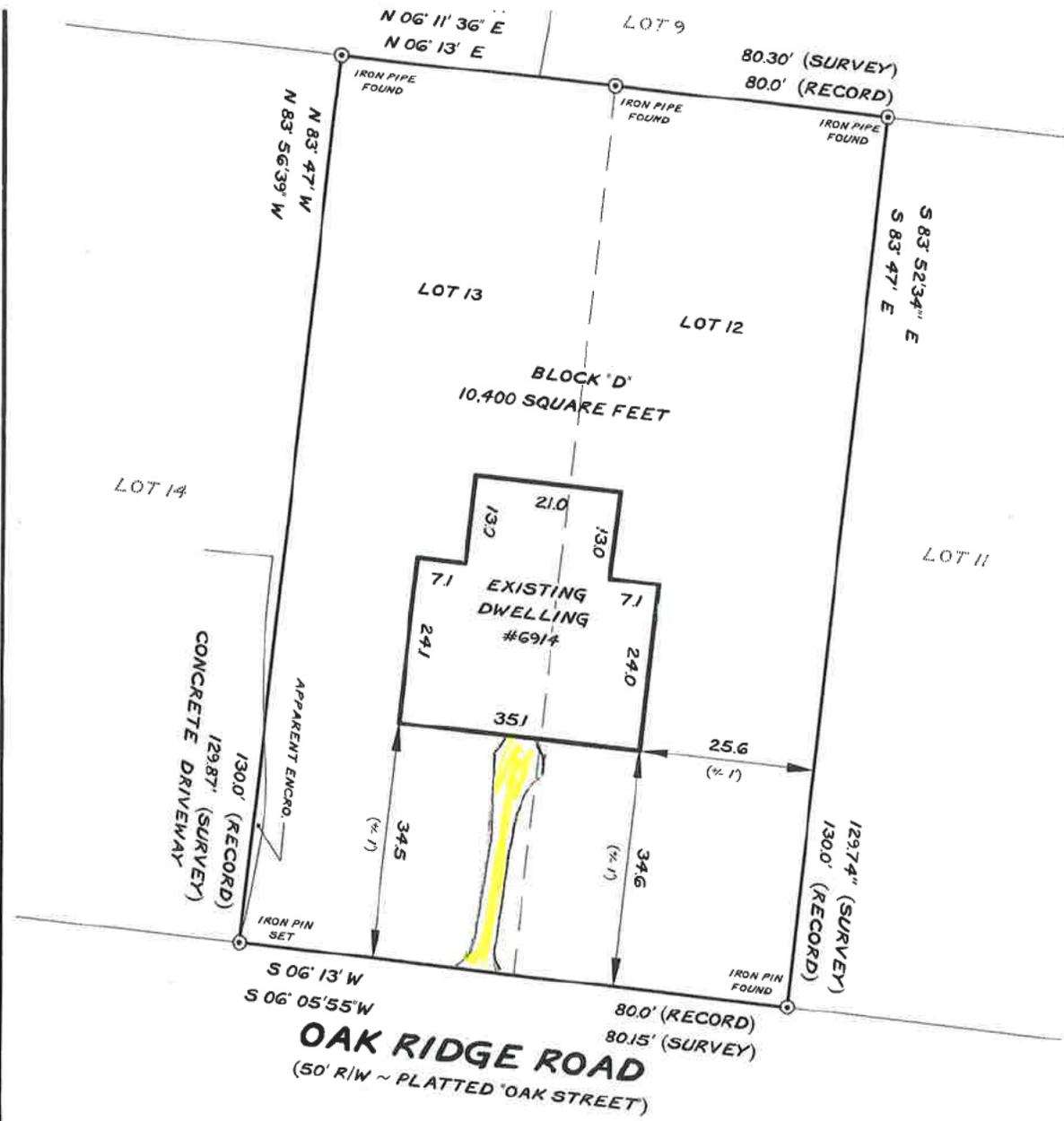
Please Specify Reason for Structure: make property safer, more acces.ble

**POD or Dumpster** (check one) Unit will be placed on the property: \_\_\_\_\_ or on the street: \_\_\_\_\_

Dates the unit will be delivered: \_\_\_\_\_ picked up: \_\_\_\_\_

Permit and Non-Refundable Filing Fee Paid (\$10 + 10% of County permit fee (if applicable))= \$ \_\_\_\_\_

**Caution:** To begin construction before a permit has been issued and prominently displayed for inspection at the construction site is a clear violation of municipal law.



SURVEYOR'S CERTIFICATE:  
 I HEREBY CERTIFY THAT I HAVE PERSONALLY  
 MADE A CAREFUL FIELD-RUN SURVEY OF LOTS 12  
 & 13, BLOCK "D" AND THAT PERMANENT IRON  
 MARKERS ARE IN PLACE AS INDICATED HEREON.

STEPHEN L WILSON R.P.L.S. NO.417  
 DRASTIC MEASURES, INC.  
 6503 STEUBEN COURT  
 CLINTON, MARYLAND 20735  
 OFFICE-301-856-3152  
 FAX-301-856-8569



**PRINCE GEORGE'S COUNTY**  
**DEPARTMENT OF PERMITTING, INSPECTIONS AND ENFORCEMENT**  
**PERMITTING CENTER**  
**9400 PEPPERCORN PLACE, 1st FLOOR, LARGO, MD 20774 (301) 883-5900**



YOU MUST COMPLY WITH MUNICIPAL, HOMEOWNER/CIVIC ASSOCIATION AND LOCAL COVENANTS. A FINE MAY BE IMPOSED IF CONSTRUCTION IS BEGUN WITHOUT REQUIRED APPROVALS.

**PERMIT APPLICATION FILING FEES ARE NON-REFUNDABLE**

**Date :** 02/26/2020

**PERMIT APPLICATION**

**Case Number:** 6554-2020-00

**ACTIVITY:** DPIE RGW  
**WORK DESCRIPTION:** Repair front walkway; eliminate 1 step to front door, use existing materials if possible, substitute brick for concrete ramp  
**USE TYPE:** Single Family  
**EXISTING USE:** residential  
**PROPOSED USE:** residential

**LOT :** BLOCK 1  
**PARCEL :** CONCRBTE RAMP

**SITE INFORMATION**

<b>SITE ADDRESS:</b> 6914 OAKRIDGE RD WEST HYATTSVILLE 20782	<b>PROJECT NAME:</b> Clements WALKWAY WITH RAMP  <b>SUBDIVISION:</b> COLLEGE HEIGHTS	<b>EST. CONSTRUCTION COST:</b> \$ 2,000.00  <b>ELECTION DISTRICT:</b> 19  <b>PROPERTY TAX ACCOUNT #:</b> 2130938
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<b><u>OWNER</u></b>	<b><u>OCCUPANT</u></b>	<b><u>CONTRACTOR</u></b>	<b><u>ARCHITECT</u></b>
Larry Joseph Clements 6914 Oakridge RD University Park MD 20782		Larry Clements 6914 Okridge RD University Park MD 20782	

**FOR OFFICE USE ONLY**

Reviewer	Date	Reviewer	Date
M-NCPPC		Fire Eng.	
Site / Road Eng. <i>[Signature]</i>	2-26-20	Mechanical Eng.	
Structural Eng. <i>[Signature]</i>	2-26-2020	Health	
Electrical Eng.		Issuance	

*APPROVED*  
*PERMIT #*  
*6554-2020-LGW*  
*Order repair/replace walkway & steps*

I hereby certify that I have permission of the property owner to submit this application on his/her behalf and that the information is complete and correct.

**APPLICANT** Larry Clements **NAME** ( ) **COMPANY** ( ) **PHONE** ( ) **SIGNATURE** ( )

**PRINCE GEORGE'S COUNTY DEPARTMENT OF PERMITTING INSPECTIONS AND ENFORCEMENT**

Payment Date: February 26, 2020

Payment ID: 1177642

Page 1 of 1

Case Number	Fee Type	Fee	Total Fee	Fee Status
6554-2020-00	PERMIT	PARK AND PLANNING	\$5.00	PAID
6554-2020-00	PERMIT	GRADING	\$42.00	PAID
6554-2020-00	PERMIT	RAMP	\$120.75	PAID
<b>Total Fees:</b>			<b>\$167.75</b>	

Cash
<u>Amount Tendered</u>
\$ 0.00

Check	
<u>Amount</u>	<u>Number</u>
\$167.75	1502

Amount Due  
\$ 167.75

Amount Paid  
\$ 167.75

Balance  
\$ 0.00

Balance Type  
Exact

**Agenda item 6A**

**20-O-02: Chapter 2, Enacting Section 2-114, Welcoming Town**

LEGISLATIVE RESOLUTION 20-O-02

Resolution and Ordinance of the Town of University Park to amend Chapter 2 “General Administration”, by enacting §2-114, “Welcoming Town” of the Code of Ordinances of the Town of University Park, to regulate how immigration status information is obtained, used and retained and to make provision for Town benefits and services without regard to immigration status.

**WHEREAS**, pursuant to §5-201 *et seq.* of the Local Government Article, Annotated Code of Maryland, the Mayor and Common Council of University Park (hereinafter, the “Town”) have the power to adopt such ordinances as it deems necessary to protect the health, safety and welfare of the residents of the Town and to prevent and remove nuisances; and

**WHEREAS**, the Mayor and Common Council have adopted a Welcoming Town policy; and

**WHEREAS**, public safety is enhanced when members of the community cooperate with Town law enforcement officers in the investigation of crimes; and

**WHEREAS**, the Mayor and Council have determined that the community is strengthened by the Town providing benefits, services, and opportunities to individuals regardless of their citizenship or immigration status to the extent permitted by law; and

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EXPLANATION:

CAPITALS INDICATE MATTER ADDED TO EXISTING LAW

[Brackets] indicate matter deleted from existing law

\* \* Asterisks\* \* indicate existing law which are unchanged but not set forth in the ordinance

CAPITALS INDICATE MATTER ADDED BY AMENDMENT TO THE PROPOSED ORDINANCE

[Brackets] indicate matter deleted by amendment to the proposed ordinance

**WHEREAS**, it is the Mayor and Council’s intent to maintain trust between members of the community and the Town while ensuring public safety goals are met.

Section 1: NOW THEREFORE be it resolved and ordained by the Mayor and Common Council of the Town of University Park that Chapter 2, “General Administration”, §2-114, “Welcoming Town” of the Code of the Town of University Park, be enacted to read as follows:

**§2-114 WELCOMING TOWN**

**A. IN GENERAL.** EXCEPT AS AUTHORIZED IN THIS SECTION, NO TOWN OFFICIAL OR EMPLOYEE MAY:

- (1) INQUIRE INTO AN INDIVIDUAL’S CITIZENSHIP OR IMMIGRATION STATUS;
- (2) ACT BASED SOLELY ON THE INDIVIDUAL’S CITIZENSHIP OR IMMIGRATION STATUS;
- (3) UTILIZE OR ALLOW TO BE UTILIZED TOWN RESOURCES TO SUPPORT FEDERAL CIVIL IMMIGRATION ENFORCEMENT OPERATIONS OR ACTIVITIES;
- (4) DETAIN OR ARREST AN INDIVIDUAL BASED SOLELY ON KNOWN OR SUSPECTED VIOLATIONS OF FEDERAL CIVIL IMMIGRATION LAW;
- (5) UTILIZE ANY INDIVIDUAL’S CITIZENSHIP OR IMMIGRATION STATUS AS AN INTERROGATION TOOL OR TACTIC, OR COMMUNICATE TO A SUSPECT, DETAINEE, OR ARRESTEE THAT ANY INDIVIDUAL’S ABILITY TO REMAIN WITHIN THE UNITED STATES OF AMERICA MAY BE IN JEOPARDY;
- (6) ENTER INTO AN AGREEMENT UNDER 8 U.S.C. § 1357(G) OR ANY OTHER FEDERAL LAW THAT PERMITS STATE OR LOCAL GOVERNMENTAL ENTITIES TO ENFORCE FEDERAL CIVIL IMMIGRATION LAWS OR DETAINERS; OR
- (7) PARTICIPATE IN ENFORCEMENT OF CIVIL DETAINERS OR OTHER VIOLATIONS OF THE FEDERAL CIVIL IMMIGRATION AND NATIONALITY LAWS.

**B. AUTHORIZED POLICE ACTIONS**

NO PROVISION IN THIS SECTION PREVENTS:

- (1) THE TOWN’S POLICE DEPARTMENT, OR ANY OTHER TOWN OFFICIAL OR EMPLOYEE, FROM INVESTIGATING, DETAINING, OR ARRESTING VIOLATORS OF THE CRIMINAL LAW OR ASSISTING ANY LAW ENFORCEMENT AGENCY WITH INVESTIGATIONS OR ARRESTS RELATING TO CRIMINAL ACTIVITY AND SUSPECTED CRIMINAL ACTIVITY.
- (2) COMPLIANCE WITH THE PROVISIONS OF 8 U.S.C. §1373.

**C. TOWN BENEFITS**

UNLESS OTHERWISE REQUIRED BY FEDERAL LAW, STATE LAW, THE TOWN CODE, OR COURT ORDER, THE PROVISION OF TOWN BENEFITS, OPPORTUNITIES, OR SERVICES MAY NOT BE CONDITIONED:

- (1) ON A PERSON'S CITIZENSHIP OR IMMIGRATION STATUS; OR
- (2) BASED SOLELY ON THE ABILITY OF THE PERSON TO PROVIDE A DRIVER'S LICENSE OR IDENTIFICATION CARD ISSUED BY THE STATE OF MARYLAND.

**D. REQUEST FOR AND RETENTION OF INFORMATION**

(1) THE TOWN MAY NOT REQUEST OR RETAIN INFORMATION RELATED TO AN INDIVIDUAL'S CITIZENSHIP OR IMMIGRATION STATUS, EXCEPT FOR INFORMATION REQUIRED FOR VOTING OR EMPLOYMENT, UNLESS REQUIRED BY FEDERAL LAW, STATE LAW, THE TOWN CODE, OR COURT ORDER.

(2) NO PROVISION IN THIS SECTION SHALL BE CONSTRUED AS PREVENTING ANY OFFICIAL OR EMPLOYEE FROM COMPLYING WITH 8 U.S.C. § 1644.

**E. CONSTRUCTION.**

THIS SECTION SHALL BE CONSTRUED TO COMPLY WITH FEDERAL LAW, STATE LAW, THE TOWN CODE, AND ANY APPLICABLE COURT ORDER. THIS SECTION DOES NOT PROHIBIT DISCLOSURE OF INFORMATION REGARDING CITIZENSHIP OR IMMIGRATION STATUS IF THE DISCLOSURE IS:

- (1) REQUIRED OR AUTHORIZED BY FEDERAL LAW, STATE LAW, THE TOWN CODE, OR COURT ORDER;
- (2) AUTHORIZED IN WRITING BY THE SUBJECT OF THE INFORMATION; OR
- (3) RELATED TO THE TOWN'S ELIGIBILITY REQUIREMENTS FOR EMPLOYMENT AND/OR EMPLOYEE BENEFITS.

Section 2. Be it further resolved that this resolution shall become effective twenty (20) days after enactment by the Mayor and Common Council of University Park.

Section 3. If any section, subsection, provision, sentence, clause, phrase or word of this Ordinance is for any reason held to be illegal or otherwise invalid by any court of competent jurisdiction, such invalidity shall be severable, and shall not affect or impair any remaining section, subsection, provision, sentence, clause, phrase or word included within

this Ordinance, it being the intent of the City that the remainder of the Ordinance shall be and shall remain in full force and effect, valid and enforceable.

Section 4: Be it further resolved that a complete and exact copy of this proposed Ordinance shall be posted on the entrance door of the Town Building of University Park, Maryland, for a period of not less than ten (10) days, and a fair summary of this Ordinance shall be published at least once in a newspaper having general circulation in the community.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

ATTEST:

MAYOR AND COMMON COUNCIL  
TOWN OF UNIVERSITY PARK

\_\_\_\_\_

By: \_\_\_\_\_  
Lenford C. Carey, Mayor

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

By: \_\_\_\_\_  
Suellen M. Ferguson, Town Attorney

**Agenda item 6B**  
**20-O-03 Amending Chapter 16, Section 16-104 Allowing**  
**Reimbursement to include Understory Trees**

LEGISLATIVE RESOLUTION 20-O-03

Resolution and Ordinance of the Town of University Park to amend Chapter 16 “Tree Maintenance”, by repealing and re-enacting § 16-104, “Tree Replacement” of the Code of Ordinances of the Town of University Park, to provide for reimbursement of \$100 for planting of an understory tree approved by the Town on private property, with a maximum amount in five years of \$300.

WHEREAS, pursuant to §5-202 of the Local Government Article, Annotated Code of Maryland, the Mayor and Common Council of the Town of University Park have the power to pass such ordinances as deemed necessary to protect the health, safety and welfare of the residents of the municipality and to prevent and remove nuisances; and

WHEREAS, the Mayor and Common Council have adopted Chapter 16 of the Town Code, “Tree Maintenance” to protect the trees on public property in the Town; and

WHEREAS, the Mayor and Common Council adopted § 16-104, “Tree Replacement”, to encourage reforestation by reimbursing owners of land within the Town for planting selected shade trees; and

WHEREAS, the Mayor and Common Council wish expand the reimbursement benefit to apply to understory trees in order to promote and protect healthy trees on private land.

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EXPLANATION:

CAPITALS INDICATE MATTER ADDED TO EXISTING LAW

[~~Brackets~~] indicate matter deleted from existing law

\* \* Asterisks\* \* indicate existing law which are unchanged but not set forth in the ordinance

CAPITALS INDICATE MATTER ADDED BY AMENDMENT TO THE PROPOSED ORDINANCE

~~[Brackets]~~ indicate matter deleted by amendment to the proposed ordinance

Section 1: NOW THEREFORE be it resolved and ordained by the Mayor and Common Council of the Town of University Park that Chapter 16 “Tree Maintenance”, § 16-104 “Tree Replacement ”, of the Code of the Town of University Park, be repealed, re-enacted and amended to read as follows:

**§ 16-104 Tree replacement.**

The Town may offer reimbursement of up to \$300 toward the purchase price of any tree listed in the Official Town Shade Tree List that is planted on private property, not to exceed a total of \$900 in a five-year period to any individual household or property, upon such terms and conditions as the Town deems reasonable. UNDER THE SAME TERMS AND CONDITIONS, THE TOWN MAY OFFER REIMBURSEMENT OF UP TO \$100 TOWARD THE PURCHASE OF ANY LISTED UNDERSTORY TREE, NOT TO EXCEED A TOTAL OF \$300 IN A FIVE-YEAR PERIOD. Any reimbursements are subject to appropriation and available funding. Approved reimbursement will be made available after successful planting of said tree(s).

Section 2. Be it further resolved that this resolution shall become effective twenty (20) days after enactment by the Mayor and Common Council of University Park.

Section 3: Be it further resolved that a complete and exact copy of this proposed Ordinance shall be posted on the entrance door of the Town Building of University Park, Maryland, for a period of not less than ten (10) days, and a fair summary of this Ordinance shall be published at least once in a newspaper having general circulation in the community.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2020

ATTEST:

MAYOR AND COMMON COUNCIL  
TOWN OF UNIVERSITY PARK

\_\_\_\_\_

By: \_\_\_\_\_  
Lenford C. Carey, Mayor

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

By: \_\_\_\_\_  
Suellen M. Ferguson, Town Attorney

**Agenda item 6C**  
**Budget Transfers**  
**Memo from Treasurer**

## MEMO

**Date: February 20, 2020**  
**To: Mayor and Council**  
**From: Dan Baden, Treasurer**  
**Re: Budget Adjustment Substantiation**

An analysis of the fiscal year 2020 Budget has been performed and the adjustments shown below outline the proposed changes that should be made to the FY2020 Budget. All these adjustments are covered from other line items within each Departmental Budget.

The Adjustments are as follows:

<u>Account Name</u>	<u>From</u>	<u>To</u>
<b>General Government</b>		
Payroll Taxes and Benefits – GG	\$10,400	
Insurance		\$2,200
Legal Advertisement		500
Town Hall Security/Lighting		5,700
Salaries – General Government		2,000
<b>Police Department</b>		
Payroll Taxes and Benefits – Police	\$31,500	
Traffic Study Analysis	5,000	
Salaries – Police		\$10,000
Medical Exams		5,000
Small Equipment – Police		5,000
Training		3,000
Vehicle Maintenance		2,000
Police Car		11,500
<b>Public Works</b>		
Salaries – Public Works	\$10,000	
Payroll Taxes and Benefits – PW	9,200	
Uniforms		\$1,500
Composting		1,000
Work & Storage Space		1,700
Street Repairs		5,000
Vehicle Maintenance		10,000

**Prior Years Surplus**

Increase by **\$262,369** to agree with the FY2019 audit. Total Fund Balance at 7/1/19 is \$1,915,737.

Additional Explanation for the General Government transfers are as follows:

**Insurance** – The actual cost of insurance coverage for the year was higher than budgeted. We did not have the final figures until after the budget was approved.

**Legal Advertisement** – We had four Ordinance and one Charter change already this year. We need additional funds to cover normal advertising expenses.

**Town Hall Security/Lighting** – We have performed security upgrades to the Town Hall to include new cameras and alarms. We still need additional upgrades to include lighting.

**Salaries** – Increase to include contract help for staff leave days.

Additional explanation for the Police and Public Works proposed changes can be found on the attached memos from Chief Baker and Mickey Beall.

The transfers proposed will be presented at the February 24, 2020 Town Meeting. If you have any questions before the meeting please feel free to contact me.

**Agenda item 6C**  
**Budget Transfers**  
**Memo from Public Works Director**

## MEMO

Date: February 10, 2020  
To: Mayor Carey  
From: Mickey Beall  
Re: Mid-Year Line Item Transfers

I would like to transfer \$10,000 from the DPW Salaries and \$9,200 from Payroll Tax and Benefits to the following line items:

Uniforms: \$1,500

To cover the cost of replacing our chainsaw safety apparel and hiring a new employee.

Composting: \$1,000

To cover the cost of greater than anticipated expenses due to a significant increase in program participation.

Work & Storage Space: \$1,700

To cover the cost of replacing a 22-yr old welder.

Street Repairs: \$5,000

To cover the cost of additional traffic control measures requested by the council.

Vehicle Maintenance: \$10,000

To cover the cost of replacing an outdated diagnostic tool for police vehicles, unanticipated costs for maintenance on vehicles scheduled for replacement and significantly higher than anticipated costs for repairs to the '08 Ford packer.

I request this be included among the transfers on the agenda for the appropriate meeting in February.

**Agenda item 6C**  
**Budget Transfers**  
**Memo from Chief of Police**



## **UNIVERSITY PARK POLICE DEPARTMENT**

**6724 Baltimore Avenue**

**University Park, Maryland 20782**

**(301) 277-0050      FAX (301) 779-1905**

### **Memorandum**

Date: February 21, 2020

To: Mayor Carey and Council

From: Chief Harvey R. Baker

Subject: University Park Police - Mid-Year Budget Adjustment

The University Park Police have been very busy during the first six months of the fiscal year. We were able to accomplish a lot even though we weren't fully staffed for four months of the fiscal year. An employee was out for more than 90 days while undergoing a series of evaluations. As a result, we spent additional overtime funds to meet minimum staffing requirements during the employee's absence and had to pay for the employees' medical examinations as they were not covered by the Town's insurance provider. Thus, the request for budget transfers of \$10,000 in the *Salaries-Police* line item and \$5,000 for the *Medical Exams* line item. Currently the department has a personal owned patrol rifle program however there are concerns about liability issues. As a result, we are going to purchase and issue patrol rifles to qualified officers to ensure uniformity and discourage unauthorized weapon modifications. This transition will require a \$5,000 adjustment to the *Small Equipment* – Police line item. We have also focused on employee development during the fiscal year by providing job relevant training opportunities for all employees and would request a \$3,000 adjustment to the *Training* line item. Four of our assigned police vehicles have aged considerably and require consistent maintenance to keep the vehicles patrol ready. Because of the workload of the Town mechanic and the wait time, vehicles would be out of service and we had to pay to use the service of a local auto repair shop to keep the fleet serviced and operable. To offset the added expense, we are requesting a \$2,000 budget adjustment in the *Vehicle Maintenance* line item. Finally, we are requesting a \$11,500 budget adjustment in the *Police Car* line item to pay for upfitting a 2020 Ford Hybrid SUV Police Interceptor. The Ford Hybrid SUV Police Interceptor has ample space to store the officers required equipment and gets 24 mpg. This transition will save the Town approximately \$350 in annual fuel costs.

**Agenda item 7B**  
**Arbor Day Proclamation**

## *Arbor Day Proclamation*

*Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and*

*Whereas, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and*

*Whereas, Arbor Day is now observed throughout the nation and the world, and*

*Whereas, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and*

*Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and*

*Whereas, trees in our Town increase property values and beautify our community, and*

*Whereas, trees whenever they are planted, are a source of joy and spiritual renewal,*

*NOW, THEREFORE, I, Lenford C. Carey, Mayor of the Town of University Park, do hereby proclaim April 24, 2020 as*

### *Arbor Day*

*in the Town of University Park, and I urge all to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and*

*Further, I urge all to plant and care for trees to gladden the heart and promote the well-being of this and future generations.*

*Dated this 2<sup>nd</sup> day of March in the year 2020.*

*Mayor* \_\_\_\_\_  
*Lenford C. Carey*

**Agenda item 8**  
**Draft Council Minutes from 2/24/2020 Meeting**



**MEETING OF  
UNIVERSITY PARK MAYOR AND COMMON COUNCIL  
UNIVERSITY PARK ELEMENTARY SCHOOL  
4315 UNDERWOOD STREET**

**7:30 p.m.**

**February 24, 2020**

**MINUTES**

*A closed session began at 7:15 p.m. to consult with Counsel to obtain legal advice.*

**1. CALL TO ORDER: Mayor Carey at 7:40 p.m.**

**Present:** Mr. Brosch, Mr. Schultz, Ms. Verrill, Mr. Caskey, Mr. Stephen  
**Absent:** None  
**Excused:** Ms. Morrissey, Ms. Wells

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

**3. APPROVAL OF THE AGENDA**

**Moved by:** Ms. Verrill

**Seconded by:** Mr. Schultz

**Yea:** 5

**Nay:** 0

**Abstain:** 0

**4. CONSENT AGENDA**

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

**Moved by:** Mr. Schultz

**Seconded by:** Ms. Verrill

**Yea:** 5

**Nay:** 0

**Abstain:** 0

**A. BUILDING PERMIT APPLICATION TO REPLACE A SHED**

**(Dennis Giblin, 6508 41<sup>st</sup> Avenue) Ward 2**

*To replace existing shed with a 8'x 10' shed, located on Lot 9, Block 20 and Section 5A at 6508 41<sup>st</sup> Avenue.*

**5. PUBLIC COMMENT**

*(Responses from Councilmembers, the Mayor or staff are italicized.)*

- A resident spoke in support of the eight environmental bills being introduced in the current 2020 session in Annapolis. The Council's endorsement was requested by sending a letter to the representatives encouraging passage.
- A resident spoke in support of the letters and thinks that the eight bills make a real contribution and urged the Council to support the motion.
- A resident expressed their support for the idea of sending a letter to the Representatives in support of

the passage of the bills. The Town has done some innovative things (composting, solar panels, etc.) and this reflects the values of many residents. Supporting these bills would make a real difference.

- A resident spoke in supports of the bills as well. If a letter is sent on the Town’s behalf and is part of the public record, this is a great opportunity to show what the Town has done.
- A resident supported the eight bills and thinks it would be an excellent idea for the Town to put itself forward and send the letters.
- *The residents were encouraged to personally write letters to their Senators and Delegations in support of the legislation.*
- Residents who are having water issues on their property provided comments on agenda item 6C – *Transfer of Funds for Engineering Services*. They commented that the transfer request is high and after personal research they had found quotes for much less. They asked that the Council consider that there are lower quotes from other engineers when voting on the motion. They requested that the Council consider making a motion stating that they be informed if an engineering analysis is going to occur so that they can be present.
- A resident spoke in support of the motion for the eight environmental legislative matters. Community support coming from the Council is important and a good idea.
- A resident who is waiting for a Town permit fora sump pump suggested to the Council that it is not a good idea for the Town to hire an engineer to evaluate the water issues on his property and his neighbor’s property. He recommended that it is too much money to hire an engineer and that it is a dangerous precedent for the Council to get involved when neighbors have an issue.
- A resident stated the Town should get involved when neighbor disputes cross the line of the Charter and the Town enforces the Charter. The Council would want a detailed analysis from an engineer in order to make a decision.
- A resident said that he supports the environmental bills.

## 6. CONTINUING BUSINESS

### A. PUBLIC HEARING: ADOPT CHARTER RESOLUTION 20-CR-01: AMENDING ARTICLE V, “REGISTRATION, NOMINATIONS AND ELECTIONS, SECTION 503 “REGISTRATIONS” AND SECTION 506 “CANDIDATES FOR OFFICE” (*Second Reading*)

**Motion:** To adopt Charter Resolution 20-CR-01 to repeal and re-enact Article V, “Registration, Nominations and Elections”, Section 503 “Registration” and Section 506 “Candidates for Office” to clarify that qualified persons register to vote in the Town through Prince George’s County Board of Elections, delete the provision for a supplemental voter registration list, include the requirement for candidates to file a financial disclosure statement at the same time as the candidate petition, require that the candidate petition and financial disclosure statement be filed at least 29 days prior to the election, clarify the petition requirements for write-in candidates, delete outdated references, and make conforming and clerical changes.

*The Public Hearing on this Charter Amendment was held on February 24, 2020 during the meeting.*

**Moved by:** Mr. Stephen

**Seconded by:** Mr. Brosch

**Yea:** 5

**Nay:** 0

**Abstain:** 0

**B. INTRODUCTION OF LEGISLATIVE RESOLUTION 20-O-02: CHAPTER 2, ENACTING SECTION 2-114, WELCOMING TOWN (Second Reading)**

**Motion:** To adopt Legislative Resolution 20-O-02 to amend Town Code, Chapter 2 by enacting section 2-114, “Welcoming Town” to regulate how US Citizenship status information is obtained, used and retained, and to make provision for Town benefits and services without regard to US citizenship status.

*The earliest date this motion may be considered for passage is March 2, 2020.*

**Moved by:**

**Seconded by:**

**Yea:**

**Nay:**

**Abstain:**

**C. TRANSFER OF FUNDS FOR ENGINEERING SERVICES**

**Motion:** To consider the transfer of \$7,873.00 from Undesignated Unreserved to the General Government line item 6055-01, Engineering Services, for engineering services for a quantitative assessment of the drainage conditions at 6914 Oakridge Road to include the sump pump system and the drain tile system which was replaced at the front of the house per proposal from RK&K.

**Moved by:** Mr. Schultz

**Seconded by:** Mr. Caskey

**Yea:** 1

**Nay:** 4 (Stephen, Caskey, Verrill, Schultz) **Abstain:** 0

**Motion fails**

**Motion:** To consider the funding for engineering services not to exceed \$1,250.00 for a quantitative assessment of the drainage conditions at 6914 Oakridge Road to include the sump pump system and the drain tile system which was replaced at the front of the house per proposal from RK&K.

**Moved by:** Mr. Caskey

**Seconded by:** Mr. Brosch

**Yea:** 2

**Nay:** 3 (Stephen, Verrill, Schultz) **Abstain:** 0

**Motion fails**

**7. NEW BUSINESS**

**A. INTRODUCTION OF LEGISLATIVE RESOLUTION 20-O-03: AMENDING CHAPTER 16, SECTION 16-104 ALLOWING REIMBURSEMENT TO INCLUDE UNDERSTORY TREES (Introduction)**

**Motion:** To approve introduction of Legislative Resolution 20-O-03, on recommendation of the Trees, Parks and the Environment Committee, to amend Chapter 16 “Tree Maintenance”, Section 16-104, “Tree Replacement” of the Code of Ordinances of the Town of University Park to include understory trees, allowing reimbursement of up to \$100.00 toward the purchase price of any tree listed in the official Town understory tree list and planted on private property within the Town, not to exceed a total of three hundred dollars (\$300.00) per five years to any individual household or property.

*The earliest date this motion may be considered for passage is March 2, 2020.*

**Moved by:** Mr. Stephen

**Seconded by:** Ms. Verrill

**Yea:** 5

**Nay:** 0

**Abstain:** 0

**B. BUDGET ADJUSTMENTS – TRANSFER OF FUNDS (Introduction)**

**Motion:** To approve the introduction of the budget adjustments for fiscal year 2020 as recommended by the Town Treasurer in the February 20, 2020 memo to the Mayor and Council in the total amount of \$66,100.00, as reflected below and to include the prior year’s surplus.

**Increase in General Fund Revenues**

Prior Years Surplus 262,369.00

**Account Name**

**Transfer from:**

**Transfer to:**

**General Government**

Payroll Taxes & Benefits	10,400.00	
Insurance		2,200.00
Legal Advertisement		500.00
Town Hall/Lighting		5,700.00
Salaries		2,000.00

**Police**

Payroll Taxes and Benefits	31,500.00	
Traffic Study Analysis	5,000.00	
Salaries		10,000.00
Medical Exams		5,000.00
Small Equipment		5,000.00
Training		3,000.00
Vehicle Maintenance		2,000.00
Police Car		11,500.00

**Public Works**

Salaries	10,000.00	
Payroll Taxes & Benefits	9,200.00	
Uniforms		1,500.00
Composting		1,000.00
Work & Storage Space		1,700.00
Street Repairs		5,000.00
Vehicle Maintenance		10,000.00

**The earliest this may be considered is at the March 2, 2020 Council meeting, as the total exceeds \$2,500.00.**

**Moved by:** Ms. Verrill

**Seconded by:** Mr. Caskey

**Yea:** 5

**Nay:** 0

**Abstain:** 0

### C. LETTERS OF SUPPORT FOR 8 CLIMATE AND ENVIRONMENTAL BILLS BEFORE THE 2020 MARYLAND GENERAL ASSEMBLY

**Motion:** To authorize the Mayor to write and send letters of support for the following 8 bills before the 2020 Maryland General Assembly: 1. The Climate Crisis and Education Act (SB0912/HB1543); 2. Climate Solutions Act of 2020 Greenhouse Gas Emissions Reduction Act (SB926/HB1425); 3. The Utility Regulation - Consideration of Climate and Labor Act – or “Climate Test Act” (SB656/HB531); 4. The Renewable Energy Portfolio Standard – Eligible Sources Act (SB560/HB438); 5. Electric Generation – Transition From Fossil Fuels – Carbon Dioxide Emissions Rate and Transition Account (SB887/HB1545); 6. Maryland Transit Administration – Funding (Transit Safety and Investment Act) (SB424/HB368); 7. Plastics and Packaging Reduction Act (SB313/HB0209); 8. Composting Solid Waste Management – Organics Recycling and Waste Diversion – Food Residuals (HB0589).

**Moved by:** Mr. Brosch

**Seconded by:** Mr. Caskey

**Yea:** 2

**Nay:** 3 (Stephen, Verrill, Schultz)    **Abstain:** 0

#### 8. APPROVAL OF MINUTES: *February 3, 2020*

**Moved by:** Mr. Schultz

**Seconded by:** Ms. Verrill

**Yea:** 4

**Nay:** 0                      **Abstain:** 1 (Caskey)

### 9. DEPARTMENT AND COUNCIL REPORTS

#### A. MAYOR’S REPORT

- There are currently 21 applications for the part-time Town Administrator position. The panel will meet this week to schedule the first round of interviews. A Council session will be scheduled for the second round of interviews.
- WSSC will attend the March 16 Council meeting to discuss PFASs (per- and poly-fluoroalkyl substances) and water pressure issues related to the water main replacement work recently completed in the Town.

#### B. COUNCIL AND COMMITTEE REPORTS

##### **Sustainability Committee - Mr. Schultz**

- Notes from the February 16 meeting can be found on the Town website.
- Discussion at the meeting included the Committee’s recommendations on the Town food waste/composting program.

##### **Police, Traffic and Public Safety Committee - Mr. Schultz**

- At the last meeting, the Committee discussed the memorandum on the infrastructure plan prepared by Public Works Director Mr. Beall. Mr. Schultz pointed out that this is an urgent situation due to the following: possible increase of construction cost; authorization to override the sealed bid procedures in the Charter; reconstruction of Queens Chapel Road and the Safe Route to Schools grant process.

**Policy, Rules and Municipal Structure Committee - Ms. Verrill**

- The next meeting is scheduled for Thursday, February 27 at 7:00 p.m. at Town Hall.

**Public Facilities and Services Committee - Mr. Caskey**

- The next meeting is scheduled for Thursday, March 19. Discussion will be Town Hall needs.

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

No report.

**D. REPORT FROM THE TOWN CLERK ~ *Andrea Marcavitch***

- Ms. Marcavitch reminded Councilmembers that the Maryland Municipal League summer conference is scheduled for June 28-July 1. She requested Councilmembers to contact her as soon as possible so that she can make hotel reservations.
- Financial Disclosure Statements are due April 30.
- Town elections will take place on Tuesday, May 5 for the Offices of Mayor and Councilmember for wards 1, 3, 7. Candidate packets are available on the Town website and at Town Hall. Candidate packets are due by Monday, April 6 in order to get your name on the ballot.

**E. REPORT FROM THE CHIEF OF POLICE ~ *Chief Baker***

- Crime report for February 1-24: only one incident in Ward 4
- Training for February included:
  - Sgt. Sunday attended the IED Residential Bomb training conducted by New Mexico Tech from February 3-6.
  - Elizabeth Gilead completed the National Incident Based Reporting System training on February 11.
  - Lt. Enig served on a hiring panel for Emergency Manager with Frederick County on February 10-11.

**F. REPORT FROM THE TOWN TREASURER ~ *Dan Baden***

January 2020 Treasurer's Report was distributed.

**G. REPORT FROM THE DIRECTOR OF PUBLIC WORKS ~ *Michael Beall***

- The "No Parking" and "Do Not Enter" signs approved by the Council have been installed near the school. The "Do Not Enter" sign will be replaced with a larger one.
- The water connection for the fountain in the park has been installed.
- Pepco has begun their next round of Vegetation Management. This project will include all Wards except 1 and 2.
- Mr. Beall has requested a one-year extension for the leased garage facility.
- Numbers indicate solid waste (trash and recycling) is down this year. In 2008, solid waste collected weighed 1,100 tons and it appears that it will be under 675 tons this year.

**10. ADJOURNMENT** by consent at 10:00 p.m.

**Agenda item 9**  
**Closed Session Council Minutes from 2/24/2020**

## Public Record of Closed Session

<b>Motion: To close public meeting</b> Moved by: <u>Mr. Stephen</u> Seconded by: <u>Ms. Verrill</u> Yea: <u>4</u> Nay: <u>0</u> Abstain: <u>0</u>	<b>Motion: To resume public meeting</b> Moved by: <u>Mr. Stephen</u> Seconded by: <u>Mr. Caskey</u> Yea: <u>5</u> Nay: <u>0</u> Abstain: <u>0</u>
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TIME: 7:23 p.m.

DATE: 2/24/20

PLACE (IF OTHER THAN TOWN HALL): University Park Elementary School

PERSONS PRESENT: Mr. Caskey, Mr. Schultz, Mr. Stephen, Mayor Carey, Town Attorney Ferguson, Ms. Verrill, Mr. Brosch (7:25 am in a)

### AUTHORITY FOR CLOSING SESSION:

THE COUNCIL VOTED TO MEET IN CLOSED SESSION UNDER THE FOLLOWING PART(S) OF SECTION 10-508 TO:

- 1) DISCUSS (I) THE APPOINTMENT, EMPLOYMENT, ASSIGNMENT, PROMOTION, DISCIPLINE, DEMOTION, COMPENSATION, REMOVAL, RESIGNATION OR PERFORMANCE EVALUATIONS OF APPOINTEES, EMPLOYEES, OR OFFICIALS OVER WHOM IT HAS JURISDICTION; OR (II) ANY OTHER PERSONNEL MATTER THAT AFFECTS ONE OR MORE SPECIFIC INDIVIDUALS; OR
- 2) PROTECT THE PRIVACY OR REPUTATION OF INDIVIDUALS WITH RESPECT TO A MATTER NOT RELATED TO PUBLIC BUSINESS; OR
- 3) CONSIDER THE ACQUISITION OF REAL PROPERTY FOR A PUBLIC PURPOSE AND MATTERS DIRECTLY RELATED THERETO; OR
- 4) CONSIDER A MATTER THAT CONCERNS THE PROPOSAL FOR A BUSINESS OR INDUSTRIAL ORGANIZATIONS TO LOCATE, EXPAND OR REMAIN IN THE STATE; OR
- 5) CONSIDER THE INVESTMENT OF PUBLIC FUNDS; OR
- 6) CONSIDER THE MARKETING OF PUBLIC SECURITIES; OR
- 7) CONSULT WITH COUNSEL TO OBTAIN LEGAL ADVICE; OR
- 8) CONSULT WITH STAFF, CONSULTANTS, OR OTHER INDIVIDUALS ABOUT PENDING OR POTENTIAL LITIGATION; OR

- 9) CONDUCT COLLECTIVE BARGAINING NEGOTIATIONS OR CONSIDER MATTERS THAT RELATE TO NEGOTIATIONS; OR
- 10) DISCUSS PUBLIC SECURITY, IF THE PUBLIC BODY DETERMINES THAT PUBLIC DISCUSSION WOULD CONSTITUTE A RISK TO THE PUBLIC OR TO PUBLIC SECURITY, INCLUDING:
  - (i) DEPLOYMENT OF FIRE AND POLICE SERVICE AND STAFF; AND
  - (ii) THE DEVELOPMENT AND IMPLEMENTATION OF EMERGENCY PLANS;
- 11) PREPARE, ADMINISTER, OR GRADE A SCHOLASTIC, LICENSING, OR QUALIFYING EXAMINATION; OR
- 12) CONDUCT OR DISCUSS AN INVESTIGATIVE PROCEEDING ON ACTUAL OR POSSIBLE CRIMINAL CONDUCT; OR
- 13) COMPLY WITH A SPECIFIC CONSTITUTIONAL, STATUTORY, OR JUDICIALLY IMPOSED REQUIREMENT THAT PREVENTS PUBLIC DISCLOSURES ABOUT A PARTICULAR PROCEEDING OR MATTER; OR
- 14) BEFORE A CONTRACT IS AWARDED OR BIDS ARE OPENED, DISCUSS A MATTER DIRECTLY RELATED TO A NEGOTIATING STRATEGY OR DISCLOSURE WOULD ADVERSELY IMPACT THE ABILITY OF THE PUBLIC BODY TO PARTICIPATE IN THE COMPETITIVE BIDDING OR PROPOSAL PROCESS.

LIST OF TOPICS DISCUSSED: The attorney advised the Mayor and Council about acceptable public comment based on the agenda items.

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ACTIONS TAKEN: 

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MEETING ADJOURNED: 7:38 pm.

SIGNED: 