



**MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL
UNIVERSITY PARK ELEMENTARY SCHOOL
4315 UNDERWOOD STREET
7:30 p.m.
March 4, 2019
MINUTES**

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

Present: Mr. Brosch, Mr. Schultz, Ms. Morrissey (arrived at 7:31 pm), Ms. Verrill, Mr. Caskey, Ms. Wells, Mr. Stephen
Absent: None
Excused: None

2. PLEDGE OF ALLEGIANCE was led by Ms. Wells

3. APPROVAL OF THE AGENDA

Moved by: Ms. Verrill

Seconded by: Ms. Wells

Yea: 7

Nay: 0

Abstain: 0

4. PRESENTATIONS

A. ANACOSTIA TRAILS HERITAGE AREA (ATHA/MARYLAND MILESTONES)

Executive Director Aaron Marcavitch gave his annual update.

- A recently hired part-time staff member is working on: 1) The Battle of Bladensburg and 2) A Civil Rights Trail for Prince George’s County.
- Mr. Marcavitch is currently working with University Park staff to help apply for a grant related to a trail at Adelphi field.
- Some upcoming events are: Spring Tours, History of the Trolley Street Car Line, The History of the Battle of Bladensburg, The History of the WB&A in Bowie, Rivers to Rockets, Misprints Exhibit, Trolley Trail Day.
- Those who are interested in getting emails on the top ten activities going on in the region should go to the website (www.marylandmilestones.org) and sign up for “e-blast”.

B. SAFE ROUTE TO SCHOOL PLAN

Resident David Tully and Councilmember Linda Verrill gave a presentation on the proposed Safe Route to School Plan regarding school pick-up and drop-off, new designated parking areas, and enforcement along Queens Chapel Road and Underwood Street adjacent to the University Park Elementary School.

- The Police, Traffic and Public Safety Committee has been working on this plan for several months.

- Chief Baker has been working with the committee and is in general agreement with the Committee’s proposals.
- Residents on Underwood Street located near the elementary school are in agreement with the proposal.
- The Town has the authority to establish a school zone up to ½ mile around the school. This would be one way to lower the speed limit from 25 mph to 15 mph in the school zone.
- A draft plan with three phases was given to the Council for their consideration.
- Ms. Verrill informed the Council that Chief Baker would like to see the first phase – “Kiss and Wave” – in place by the time the students return from spring break.
- Mayor Carey said that unless he hears a push-back, he would like to introduce an ordinance on the “Kiss and Wave” area at the March 18 Council meeting.
- Once the Council approves the “Kiss and Wave” area, and with the help of Chief Baker, parents of the school will be notified with the upcoming changes.

PUBLIC COMMENT:

- In reference to the suggested additional parking around the school, a resident recommended back-in parking rather than nose-in parking. He said the benefit of a school zone is that it gives increased penalties for speeding. He said that there is a movement in many cities where the speed limit in residential areas is 20 mph.

Motion: To proceed with Phase 1 of implementation of Safe Route to School Plan and consider phase two and three at a later time.

Moved by: Ms. Wells **Seconded by:** Ms. Verrill

Yea: 7 **Nay:** 0 **Abstain:** 0

5. PUBLIC COMMENT

- A resident asked about the progress of the “Welcoming Town” language that was referred to the Town Attorney several weeks ago. His concern is that this process could possibly drift.
Ms. Verrill said that this will be introduced at the March 18 Council meeting. As the Chair of the Policy, Rules and Municipal Structure Committee, Ms. Verrill said that she is interested in seeing it move as quickly as possible, but no faster than is appropriate for the Council to consider as much as it needs.

6. CONTINUING BUSINESS

A. ADOPTION OF LEGISLATIVE RESOLUTION 2019-O-02: AMENDING FY 2019 BUDGET (2nd Reading)

Motion: To adopt LR 2019-O-02 containing budget amendments as recommended by the Town Treasurer in the January 24, 2019 memo to the Mayor and Council, as reflected below.

<u>Increase in General Fund Revenues</u>		
Prior Years Surplus	156,498.00	
<u>Account Name</u>	<u>Transfer to:</u>	<u>Transfer from:</u>
<u>General Government</u>		
Salaries	7,000.00	
Council Retreat/Orientation	3,750.00	
Employee Awards and Events	3,250.00	
Unreserved Undesignated		14,000.00

<u>Account Name</u>	<u>Transfer to:</u>	<u>Transfer from:</u>
<u>Police</u>		
Salaries	15,000.00	
Police Officer – Unreserved – Designated		15,000.00

The earliest this may be considered is at the March 4, 2019 Council meeting.

Moved by: Ms. Verrill **Seconded by:** Ms. Wells

Yea: 7 **Nay:** 0 **Abstain:** 0

*** Budget amendment ordinance require 5 votes.**

7. APPROVAL OF MINUTES: *February 25, 2019*

Moved by: Ms. Verrill **Seconded by:** Mr. Caskey

Yea: 6 **Nay:** 0 **Abstain:** 1 (Stephen)

8. MAYOR AND COUNCIL REPORTS

A. MAYOR’S REPORT

- On March 5, Mayor Carey and Mr. Schultz will present “sustainable growth” to a class at the University of Maryland.
- The final focus group involving former Mayors and Councilmembers is scheduled for March 5 at Town Hall at 7:00 p.m.
- On March 18, the Municipal & Financial Services Group will present the preliminary report of the Town Operations and Management Study.
- A couple of fences in Town have been installed within the Town-right-of-way, the homeowners are asking the Council to license the fences.
- The draft of the Town Hall Needs Analysis should be available on March 18.
- The Strategic Plan Retreat is scheduled for Saturday, March 23 at the Friends Community School in College Park. This event will be open to the public to observe.
- On March 7, Mayor Carey and the Town Attorney will be in Upper Marlboro to testify regarding the monument sign proposed at the 7-Eleven on Sheridan Street and Baltimore Avenue in Riverdale Park.
- After a meeting with representatives from the Department of Permitting and Inspections and Enforcement, Mayor Carey reported that the bridges should be put in place beginning this summer.
- Mayor Carey attended a meeting hosted by the College Park City University Partnership to discuss municipal and community considerations in the search for a new President of the University of Maryland.

B. COUNCIL AND COMMITTEE REPORTS

Policy, Rules and Municipal Structure Committee - Ms. Verrill

The next meeting is scheduled for Thursday, March 7 at University Park Elementary School at 7:00 p.m.

9. ADJOURNMENT by consent at 8:46 p.m.

Submitted by: _____
Lenford C. Carey, Mayor

Safe Route to School Plan

University Park Elementary School

The Safe Route to School Plan for the University Park Elementary School has been developed after discussions with stakeholders, site visits and directly and indirectly consideration of the 5 E's of Traffic Safety, which are Engineering, Education, Enforcement, Encouragement and Evaluation. This comprehensive plan attempts to address issues and community concerns associated with parent traffic congestion in the morning hours from 7:00 – 8:00; Monday – Friday at University Park Elementary School, which include illegal parked vehicles and traffic control violations.

Objectives:

- Ensure student safety
- Increase pedestrian, bicycle, and traffic safety
- Decreased parent traffic congestion
- Create 35 additional parking spaces for the University Park Elementary School staff
- Reduce the number of illegal parked vehicles and eliminate the blocking of residence drive ways
- Increase daily police monitoring of the plan and education and enforcement of violators
- Improved air quality
- Increased community involvement

Plan w/Action Items:

1. Entrance to University Park Elementary School is located just off the intersection of Queens Chapel Road and Underwood Street.
2. Hire part-time crossing guard in the morning and afternoon to assist pedestrians safely cross Underwood Street and Queens Chapel Road.
 - a. **Action item: Seek funding approval in the FY20 budget to hire a part-time crossing guard (\$13.00 per hour at 2 hours a day for 180 school days at a cost of \$4,680.00).**
 - b. **Action item: Recruit from the Town of University Park.**
3. Assign police officer to monitor the plan from 7:00-8:00 a.m. and 2:00-3:00 p.m.; Monday-Friday.

4. The bus drop-off circle is located in close proximity to the main entrance and is well identified by signage and yellow curb paint. **Do not enter the bus circle to drop off children.**
5. Staff parking on Underwood Street immediately adjacent to the school up to the utility pole across from 4320 Underwood St.
Action Item: Paint 17 parallel parking spaces on the southeast side of Underwood St., adjacent to University Park Elementary School.
6. Staff parking on Underwood Street immediately adjacent to the residents from Beachwood to the area immediately adjacent to the bus circle.
Action Item: Paint 18 parallel parking spaces on northeast side of Underwood St., adjacent to the residential housing.
7. Restart existing University Park Elementary School - Junior Safety Program to assist with younger student drop off. Solicit support from PTA and community members to assist with ensuring all students safely enter the school.
Action Item: Partner with University Park Elementary School Safety Program Coordinator and PGPD Community Service Unit to train Junior Safety Program members.
8. Kiss and waive drop-off of students on Underwood Street immediately adjacent to the school from the utility pole identified by painting on the street and reboundable delineators to separate parallel parking on the school side of Underwood Street from the unloading zone.
Action Item: Posting of “Kiss and Wave” or “Loading Zone” signs and “Drop-Off Zone” painted/stenciled in area on the street.
9. Existing students unloading and loading will continue in place on Queens Chapel Road in the area identified by signage.
10. Additional staff and visitor parking will be diagonal nose in parking immediately adjacent to the tennis courts going south on Queens Chapel Road.
Action Item: Painted 16 angled parking spaces and 1 hash out area.
11. Reduce speed limit to 15 mph in designated school zone area .5 mile around the school.
Action Item: Seek council approval and post school zone speed limit signs.

5 E's of Traffic Safety

Engineering:

- Contract a traffic engineering firm to provide recommendations for improving the traffic flow.

Education:

- Partner with the principal and PTA president to craft a message to introduce the plan to the parents and community at large.
- Partner with principal and her staff to conduct the Crosswalk Simulation activity entitled, Cross Safe, Cross Smart.
- University Park Police Department may host Bike Safety Rodeos for local students in the spring and end of summer.

Enforcement:

- University Park Police Department will monitor the plan on a daily basis through uniform presence, education and enforcement.
- Post the electronic speed sign on Queens Chapel Road to assist in calming traffic in the school zone.

Encouragement:

- Partner with the principal, PTA president and community to encourage car-pooling by parents and participation in the **Bike to School Day (May 8, 2019)** and **International Walk to School Day (October 2, 2019)**.

Evaluation:

- Conduct parent surveys to evaluate effectiveness of the plan in January 2020 to review the plan and continue it in place or modify it as needed.



American Striping Univ. Pk. E.S.
Area 2
4315 Underwood St, Univ. Park, MD

17 PARALLEL STALLS SOUTH-EAST SIDE OF UNDERWOOD STREET (ADJACENT TO SCHOOL PROPERTY)

18 PARALLEL STALLS NORTHEAST SIDE OF UNDERWOOD STREET

HASH OUT MERGE AREA

KISS AND RIDE DROP OFF ZONE~ 3' WHITE, 9' GAP, 3' WHITE, 9' GAP, ETC. WITH 2 (TWO) 12-INCH WHITE "DROP OFF ZONE" STENCILS IN BLACK BOXES

ONE 10-FOOT LENGTH, 18-INCH WIDTH STOP BAR

American Striping Univ. Pk. ES
Area 1
- 16 angled stalls (10' width x approx. 17' length)
- 1 hash out area