



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

**UNIVERSITY PARK ELEMENTARY SCHOOL
4315 UNDERWOOD STREET**

**6:30 p.m.
May 20, 2019
MINUTES**

1. CALL TO ORDER: *Mayor Carey* at 6:30 p.m.

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

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

3. APPROVAL OF THE AGENDA

Moved by: Mr. Caskey

Seconded by: Mr. Schultz

Yea: 6

Nay: 0

Abstain: 0

4. CONSENT AGENDA

Motion: To approve the following consent agenda item.

Moved by: Ms. Wells

Seconded by: Mr. Stephen

Yea: 6

Nay: 0

Abstain: 0

A. BUILDING PERMIT APPLICATION TO REPLACE EXISTING DECK

(Peter Beicken, 4320 Van Buren Street) Ward 4

To replace 18'x 12' deck with steps located on Lot 30, Block 24 and Section 6B at 4320 Van Buren Street.

5. PERMITS

A. BUILDING PERMIT FOR AN ADDITION AND DECK

(David Marwell, 4402 Holly Hill Road) Ward 5

Motion: To consider the request for a building permit to add a 1-story 20'x 22' addition to the rear of an existing residence and a 16'x 8' deck with landing and steps located on Lot 20, 21 and part of 19 and Block D at 4402 Holly Hill Road.

Moved by: Mr. Caskey

Seconded by: Ms. Morrissey

Yea: 6

Nay: 0

Abstain: 0

6. PUBLIC COMMENT

(Note: Responses from Councilmembers, Staff, Town Attorney or the Mayor are italicized.)

- Is the proposed budget on the Town website? *Yes.*
- There is concern with approving the budget when costs are not available for some projects.
- If a Town Manager is not hired, is it at the discretion of the Mayor and Council to use that money for something else? *If the Town decides not to hire a Town Manager, the money can be put into Reserve or put toward the Bond or whatever. If the Town decides they want a Town Manager, the money will be there and the Town will not have to wait.*
- Shouldn't something as big as a Town Manager be brought to a referendum? *The Council can choose to do an advisory referendum.*
- There is a line item in the budget for a Town Manager, does this mean a Town Manager will be hired? *A budget is a predictive document. It is never in concrete because you do not know a lot of the things going forward.*
- Why such a high salary for a Town Manager? *According to the 2017 International City/County Managers Association, the average starting salary of small town managers is \$98,000.00.*
- A resident said that he could support the idea of discussing the possibility of a Town Manager if there was something in writing stating that the hiring of a Town Manager is a provisional approach that will be subject to referendum later or whatever the process might be.
- The Town has done very well without a Town Manager, what is the value of adding an additional burden to the taxpayers at this time. *This has been discussed for some time and a study has been done and one of the recommendations was to hire a manager.*
- Inflation is real and if residents want to keep the same level of services they should expect to pay a little more each year. The future is making the Town walkable and bikeable, so anything that can be done to invest in that type of infrastructure makes a lot sense. Those residents who don't think a new Town Hall is necessary should go and see the basement workspaces of the Public Works employees, which are an embarrassment. An experienced Town Manager/CEO is needed especially with the functions of the Town getting more complicated and it's not the same Town it was many years ago. This resident asked that the Council stay strong, do the right thing for the current and future residents, and invest in the future.
- A resident said that experts say that a Town Manager does not save any money and does not provide any additional efficiency. The Town Manager is to relieve the Mayor and that can be done without hiring a Town Manager.
- A resident expressed her full support in the tax increase and a Town Manager. She is happy with the incredible services offered and would like the Town to continue investing in the community.
- This resident supports the infrastructure plan. He pointed out that circles do not slow the traffic down. Town hall needs to be upgraded or completely rebuilt. There is no space for a Town Manager in the current town hall. The Town Manager may not be the solution. There needs to be a lot of discussion on this topic.
- A resident said that she recently went over the duties of the Mayor and it is more than one person can do for \$20,000. It would be important to have everyone participate in the decision of hiring a Town Manager.
- *A Councilmember clarified that the subject on the Town Manager has not just sprung up. It has been discussed for at least two years now.*
- Residents requested a job description or scope of work for the Town Manager position. *There is no job description at this time.*
- A resident would like to find a way to reach out to all of the residents in University Park to inform them of the discussion on hiring a Town Manager. She feels that people are busy and are not reading the website or newsletter and they are not paying attention to what is going on. She suggested a big town meeting or deliver flyers door to door. *This is something that needs to be addressed when the*

time comes to discuss a Town Manager.

- A resident living on Pineway is very concerned about the speed and asks that the Council figure out a way to make Pineway safer for everyone.

7. CONTINUING BUSINESS

A. ADOPTION OF LEGISLATIVE RESOLUTION 19-O-03: FISCAL YEAR 2020 BUDGET
(Second Reading)

Motion: To adopt Legislative Resolution 19-O-03: Fiscal Year 2020 Budget.

This Legislative Resolution will be considered for adoption on May 29, 2019.

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|------------------|---------------------|-----------------|
| Moved by: | Seconded by: | |
| Yea: | Nay: | Abstain: |

Motion: To change the title of line item G1b “Town Manager” to “Administrative Expenses”.

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|-----------------------------|--------------------------------|-------------------|
| Moved by: Mr. Caskey | Seconded by: Mr. Brosch | |
| Yea: 6 | Nay: 0 | Abstain: 0 |

Motion: To increase line item G1b to \$75,000 and no money can be expended until authorized by Council.

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|------------------------------|---|--|
| Moved by: Mr. Stephen | Seconded by: Mr. Schultz | |
| Yea: 3 | Nay: 3 (Brosch, Morrissey, Caskey) | |
| Abstain: | | |

Mayor Carey breaks the tie and votes: Yea
Motion approved

Motion: To reduce line item G36 “Northwestern High School-PTA” under Grants and Donations from \$6,000 to \$0.

| | | |
|------------------------------|---------------------|-----------------|
| Moved by: Mr. Schultz | Seconded by: | |
| Yea: | Nay: | Abstain: |

Motion dies for lack of a second

Motion: To reduce every line item under Grants and Donations (G300) by \$1,000.

| | | |
|------------------------------|---|-------------------|
| Moved by: Mr. Stephen | Seconded by: Mr. Schultz | |
| Yea: 3 | Nay: 3 (Brosch, Morrissey, Caskey) | Abstain: 0 |

Mayor Carey breaks the tie and votes: Nay
Motion denied

Motion: To decrease line item G22 “Publications” from \$10,000 to \$5,000.

Moved by: Mr. Caskey

Seconded by: Ms. Morrissey

Yea: 6

Nay: 0

Abstain: 0

Motion: To reduce line item G26 “Transit” by \$22,125 (25% cut).

Moved by: Mr. Stephen

Seconded by:

Yea:

Nay:

Abstain:

Motion dies for lack of a second

Motion: To decrease line item W12 “Veteran’s Memorial” from \$5,000 to \$0 in hopes residents can raise money by subscription.

Moved by: Mr. Schultz

Seconded by: Mr. Brosch

Yea: 6

Nay: 0

Abstain: 0

Motion: To increase line item W14 “Park Bridge Replacement Beechwood Road” to \$100,000 at the request of Mayor Carey.

Moved by: Mr. Caskey

Seconded by: Mr. Schultz

Yea: 6

Nay: 0

Abstain: 0

Motion: To reduce line item S2 “Street and Sidewalk Repair” from \$29,500 to \$19,500.

Moved by: Mr. Schultz

Seconded by: Mr. Stephen

Yea: 6

Nay: 0

Abstain: 0

Motion: To add \$2,500 to line item W11 “Tiger Mosquito Repression Program” for a one-half season summer intern.

Moved by: Mr. Brosch

Seconded by: Ms. Morrissey

Yea: 2

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

Motion denied

Motion: To add a \$100 place holder for line item W11 “Tiger Mosquito Repression Program.”

Moved by: Mr. Stephen

Seconded by: Mr. Caskey

Yea: 6

Nay: 0

Abstain: 0

Motion: To create line item W22 “New Trash Containers” for \$7,000, at the request of Mayor Carey.

Moved by: Mr. Caskey

Seconded by: Ms. Wells

Yea: 6

Nay: 0

Abstain: 0

Motion: To create line item W12 “Composting” and transfer into it \$4,000 from line item W2 “Landfill”, at the request of Mayor Carey.

Moved by: Ms. Wells

Seconded by: Mr. Schultz

Yea: 6

Nay: 0

Abstain: 0

There was a discussion about the sight line issue at Sheridan Street and Baltimore Avenue and the Mayor’s proposal to add \$6,000 to Code Enforcement Operating Costs for a traffic engineer. The Council agreed to continue this discussion at the May 29 Special Session pending information Ms. Ferguson agreed to provide.

Motion: To increase line item P7 “Body Worn Cameras” from \$6,840 to \$11,000

Moved by: Mr. Schultz

Seconded by: Ms. Wells

Yea: 6

Nay: 0

Abstain: 0

Motion: To decrease Public Works line items A1 “Salaries” by \$27,000 and line item A2 “Payroll Taxes and Benefits” by \$10,000 at the recommendation of Mr. Beall.

Moved by: Mr. Schultz

Seconded by: Mr. Stephen

Yea: 6

Nay: 0

Abstain: 0

B. ADOPTION OF LEGISLATIVE RESOLUTION 19-O-04: PARKING RESTRICTION ON THE 4300 BLOCK OF UNDERWOOD STREET, SOUTH SIDE (*Second Reading*)

Motion: To adopt Legislative Resolution 19-O-04 to amend Town Code, Chapter 9 to restrict parking on the South side of Underwood Street, West from its intersection with Queens Chapel Road for a distance of 470 feet, on school days between the hours of 7 a.m. and 3 p.m.

The earliest date this Legislative Resolution may be considered for adoption is May 6, 2019.

Moved by:

Seconded by:

Yea:

Nay:

Abstain:

C. ADOPTION OF CHARTER RESOLUTION 19-CR-01 AMENDING ARTICLE IV, “POWERS OF MAYOR AND COUNCIL”, SECTION 402, “POWERS AND DUTIES OF THE COUNCIL” CHANGING THE STATED PURPOSE OF TOWN NEWSLETTER TO PROVIDE INFORMATION TO ALL TOWN RESIDENTS (Second Reading)

Motion: To adopt Charter Resolution 19-CR-01 to repeal and re-enact Article IV, “Powers of Mayor and Council”, Section 402 “Powers and Duties of Council” to clarify that the Town newsletter is intended to provide information to all residents of the Town and reflecting the Town’s “Welcoming Town” concepts adopted at the January 14, 2019 Council meeting.

The earliest date this Charter Resolution may be considered for adoption is July 1, 2019.

Moved by:

Seconded by:

Yea:

Nay:

Abstain:

D. ADOPTION OF LEGISLATIVE RESOLUTION 2019-O-05: AMENDING CHAPTER 16, “TREE MAINTENANCE”, §16-103 “COMMITTEE ON TREES, PARKS, AND ENVIRONMENT” CLARIFYING LANGUAGE TO INCLUDE ALL RESIDENTS OF THE TOWN (Second Reading)

Motion: To adopt LR 2019-O-05 to amend Chapter 16, “Tree Maintenance”, §16-103 “Committee on Trees, Parks, and Environment” to clarify that membership in the committee is open to all residents of the Town and that all residents of the Town are encouraged to adopt installation, removal and maintenance practices that promote and protect healthy trees on private land, reflecting the Town’s “Welcoming Town” concepts adopted at the January 14, 2019 Council meeting.

The earliest date this Legislative Resolution may be considered for adoption is June 3, 2019.

Moved by:

Seconded by:

Yea:

Nay:

Abstain:

8. NEW BUSINESS

A. POLICE DEPARTMENT SURPLUS VEHICLE

Motion: To declare the 2008 Chevrolet Impala (VIN # 2G1WS57M891133576) as surplus and authorize the Chief of Police to sell the vehicle.

Moved by: Ms. Wells

Seconded by: Mr. Stephen

Yea: 6

Nay: 0

Abstain: 0

9. APPROVAL OF MINUTES: *May 6, 2019*

Moved by: Mr. Schultz

Seconded by: Ms. Wells

Yea: 6

Nay: 0

Abstain: 0

10. DEPARTMENT AND COUNCIL REPORTS

A. MAYOR'S REPORT

- The market has changed and Zagster is coming to a close. University Park has two years left on their contract and can expect a reimbursement from Zagster.
- Arnold and Arnold will give their report on Town Hall Needs Analysis at the June 17 Council meeting.

PUBLIC COMMENT

- A resident said that in reference to the budget, there has to be a better way to accomplish what was done at this meeting. There needs to be a structured way that improves the odds in achieving the goal.

B. COUNCIL AND COMMITTEE REPORTS

Development Overview Committee - Ms. Wells

The next meeting is scheduled for Thursday, June 6.

- There will be a presentation from Cafritz.
- Mayor Carey and Ms. Wells attended the subdivision review meeting regarding proposed development on the Dewey Property, behind the Community Center off Adelphi Road in Hyattsville.

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

No report.

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

- Ms. Marcavitch congratulated those who were re-elected on May 7. The swearing in will take place at the June 17 Council meeting.

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

No report given because of time constraints.

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

No report given because of time constraints.

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

Submitted by: _____
Lenford C. Carey, Mayor