



**MEETING OF  
UNIVERSITY PARK MAYOR AND COMMON COUNCIL  
UNIVERSITY PARK ELEMENTARY SCHOOL  
4315 UNDERWOOD STREET  
7:30 p.m.  
July 1, 2019  
MINUTES**

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

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

**2. PLEDGE OF ALLEGIANCE** was led by Ms. Morrissey.

**3. APPROVAL OF THE AGENDA** as revised

**Moved by:** Ms. Verrill

**Seconded by:** Mr. Stephen

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**4. PRESENTATIONS**

**A.** Charlie Day of the Maryland Department of Housing and Community Development gave an overview of the Local Government Infrastructure Financing Program as one of the options available to the Town to finance infrastructure improvements.

- University Park participated in this program in 1994 and 1997 to fund street improvements.
- Mr. Day agreed to provide the break down of the fees and transaction costs.
- The loan has a ten-year lock down period, which means, if the loan exceeds ten years you are not permitted to pre-pay the loan before ten years have lapsed.
- This is not a line of credit.
- The next scheduled date that this program will issue money is October 2019. All of the legislation would be required by the end of August if the Town wants to participate in the fall.

**B.** Arnold and Arnold Architects gave a presentation on the Town Hall Needs Analysis study showing three options.

- The Town Attorney reminded Councilmembers that this is not a design project. It is a preliminary review, a needs assessment to determine where buildings can be and how much of the property could be used and in what ways.
- The final report will be available on the Town website at the end of July.
- The Town Attorney said if the project is developed it will be reviewed under mandatory referral

instead of a standard zoning review. This means it will go in front of the Planning Board who will make recommendations. The County has strict stormwater management controls and these will be handled on-site.

**5. CONSENT AGENDA**

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

**Moved by:** Ms. Morrissey

**Seconded by:** Ms. Verrill

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**A. BUILDING PERMIT APPLICATION TO REPLACE AND ENLARGE EXISTING DRIVEWAY AND INSTALL PARKING PAD AND WALKWAY**

**(Kim Fisher, 4419 Underwood Street) Ward 3**

*To replace and enlarge existing driveway with a 33'x 10' parking pad with brick pavers, and remove existing concrete walkway and install new walkway with brick pavers located on Lot 6, Block 12, and Section 3 at 4419 Underwood Street.*

**6. PUBLIC COMMENT**

None

**7. CONTINUING BUSINESS**

**A. 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 Public Hearing on this Charter Amendment will be held on July 1, 2019 during this meeting.*

**Moved by:** Ms. Verrill

**Seconded by:** Ms. Wells

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**8. NEW BUSINESS**

**A. APPROVAL OF FUNDRAISING POLICY AND CRITERIA FOR TEMPORARY ASSISTANCE TO MEMBERS OF HHUP**

**Motion:** As recommended by the Helping Hands University Park Committee, to approve a fundraising policy and criteria for temporary assistance to members of Helping Hands University Park (HHUP).

**Moved by:** Ms. Verrill

**Seconded by:** Ms. Morrissey

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**9. APPROVAL OF MINUTES:** *June 17, 2019*

**Moved by:** Ms. Verrill

**Seconded by:** Mr. Stephen

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**10. MAYOR AND COUNCIL REPORTS**

**A. MAYOR'S REPORT**

- Ms. Marcavitch asked that Councilmembers review the revised Three-Year Strategic Plan and if there are no changes she will post to the Town website.
- Mayor Carey said there will be a Public Hearing scheduled for July 15. He expects to make a final decision regarding the infrastructure project at the August 12 Council meeting.
- VeoRide is being considered as the new Bikeshare program and this will replace Zagster. There will be no additional cost to the Town beyond signage, bike racks and some paint.
- The Independence Day Parade will be held on July 4. Seth and Rebekah Benson-Flannery will carry the flags with the Mayor. This event will begin about 10:45 a.m. at the top of Queens Chapel Road.
- Mayor Carey will be out of town from July 17-24.

**B. COUNCIL AND COMMITTEE REPORTS**

**Development Overview Committee - Ms. Wells**

The next meeting is scheduled for July 11. Ms. Wells will be out of town and will ask a Committee member to chair the meeting.

- Discussion will include Cafritz amendments and the Dewey Property.

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

- The notes from the June 19 meeting are forthcoming.

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

Currently no meeting is scheduled for the month of July.

- The Committee met on June 27 and reviewed modifications to the General Orders Manual.

**Mr. Caskey, Ward 5**

Out of town from July 7-17.

**11. ADJOURNMENT** by consent at 9:45 p.m.

Submitted by: \_\_\_\_\_  
Lenford C. Carey, Mayor

