



**Town of Riverdale Park  
May 20, 2019**

**Special Legislative Meeting  
8:00 p.m.**

**AGENDA**

**Call to Order  
Approval of Agenda  
Legislative Action Item**

1. Motion to adopt Ordinance 2019-OR-05 regarding the FY2020 Operating and Capital Improvement Budget

**New Business  
Unfinished Business  
Adjournment**

**Work Session**

**AGENDA**

**Call to Order  
Approval of Agenda  
Mayor's Report**

**Public Comments  
Town Manager's Report  
Council Committee & Ward Reports**

**Work Session Discussion Items**

1. Residential trash collection agreement with Bates Trucking and Trash Removal, Inc.
2. Fence Permit Request: 5324 Taylor Road, installation of 6-foot metal fence (Ward 3)
3. Variance Request: 4606 Queensbury Road; Variances of 5 feet front yard depth and 9.9 percent net lot area (Ward 1)
4. Street Closure: Town Center parking lot on June 15, 2019 from 12 a.m. to 10 p.m. for Centennial Kickoff Event
5. Rescheduling of Council Orientation
6. Public Safety Surcharge
7. Community Garden
8. Minutes

**New Business  
Unfinished Business  
Adjournment**

*All members of the public in attendance are honorary members of the Council, and as such may comment on all items under discussion (subject to the same Rules of Order that apply to elected Council Members). If you have questions or comments, please stand at the microphone to be recognized.*



# **Town of Riverdale Park, Maryland**

## **Town Administration**

TO: Mayor and Council

FROM: Paul Smith, Acting Town Manager

DATE: May 17, 2019

RE: Adoption of Ordinance 2019-OR-05 regarding the FY2020 Operating and Capital Improvement Budget

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### **Action Requested:**

Staff requests that the Mayor and Council adopt Ordinance 2019-OR-05 regarding the FY2020 Operating and Capital Improvement Budget at the May 20<sup>th</sup> Special Legislative Meeting.

### **Background:**

As indicated in the FY2020 Proposed Operating and Capital Improvement Project Budget book's introductory correspondence, there have been several opportunities for review and discussion regarding the FY2020 Budget. Staff have incorporated the edits directed by the Mayor and Council and prepared Ordinance 2019-OR-05 for introduction. Staff will be available to respond to any additional questions.

The budget calendar below is provided as a reference:

|                   |   |  |
|-------------------|---|--|
| January 7, 2019   | <ul style="list-style-type: none"><li>• Budget Assumptions</li></ul>  | <ul style="list-style-type: none"><li>• Public Comment</li></ul> |
| January 28, 2019  | <ul style="list-style-type: none"><li>• Projected Debt Service</li><li>• Capital Improvement Budget update</li></ul>  | <ul style="list-style-type: none"><li>• Public Comment</li></ul> |
| February 4, 2019  | <ul style="list-style-type: none"><li>• FY2019 Estimated Actuals</li></ul>  | <ul style="list-style-type: none"><li>• Public Comment</li></ul> |
| February 25, 2019 | <ul style="list-style-type: none"><li>• FY2020 Revenue Projections</li><li>• Constant Yield Notice<ul style="list-style-type: none"><li>○ Triennial Reassessment</li></ul></li></ul>  | <ul style="list-style-type: none"><li>• Public Comment</li></ul> |
| March 4, 2019     | <ul style="list-style-type: none"><li>• FY2020 Economic Development Fund</li><li>• FY2020 Community Development Fund</li><li>• FY2020 OPEB Fund</li><li>• FY2020 Health and Wellness Fund</li><li>• FY2020 Special Revenue (TIF) Fund</li></ul> | <ul style="list-style-type: none"><li>• Public Comment</li></ul> |

**Town Hall • 5008 Queensbury Road • Riverdale Park • Maryland 20737**

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**Telephone - 301.927.6381**

|                |  |  |
|----------------|--|--|
|                | <ul style="list-style-type: none"> <li>• FY2020 Debt Service Reserve Fund</li> </ul>   |  |
| March 25, 2019 | <ul style="list-style-type: none"> <li>• FY2020 Operating Budget Update</li> </ul>     | <ul style="list-style-type: none"> <li>• Public Comment</li> </ul> |
| April 6, 2019  | <ul style="list-style-type: none"> <li>• Budget Public Hearing #1</li> </ul>           | <ul style="list-style-type: none"> <li>• Public Comment</li> </ul> |
| April 13, 2019 | <ul style="list-style-type: none"> <li>• Budget Public Hearing #2</li> </ul>           | <ul style="list-style-type: none"> <li>• Public Comment</li> </ul> |
| April 29, 2019 | <ul style="list-style-type: none"> <li>• FY2020 Updated Budget</li> </ul>              | <ul style="list-style-type: none"> <li>• Public Comment</li> </ul> |
| May 6, 2019    | <ul style="list-style-type: none"> <li>• FY2020 Budget Ordinance Introduced</li> </ul> | <ul style="list-style-type: none"> <li>• Public Comment</li> </ul> |
| May 20, 2019   | <ul style="list-style-type: none"> <li>• FY2020 Budget Ordinance Approved</li> </ul>   | <ul style="list-style-type: none"> <li>• Public Comment</li> </ul> |

COUNCIL OF THE TOWN OF RIVERDALE PARK

ORDINANCE 2019-OR-05

Introduced By: CM David Lingua

Date Introduced: May 6, 2019

Date Adopted:

Date Reconsidered:

Date Effective:

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An Ordinance concerning

FY2020 BUDGET AND TAX RATES

FOR the purpose of adopting operating and capital budgets for the Town of Riverdale Park for the fiscal year beginning July 1, 2019 and ending June 30, 2020; setting rates of real and personal property and operating property taxation for such fiscal year and levying such taxes; and matters generally relating to the adoption of Town budgets and levying of taxes and setting of tax rates for the Town of Riverdale Park for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

\* \* \* \* \*

EXPLANATORY STATEMENT: The Town Council desires to adopt a budget for the Town of Riverdale Park for the fiscal year beginning July 1, 2019. The budget reflects proposed operating and capital expenditures and anticipated revenues for the upcoming fiscal year. As a matter of prudent fiscal policy, even with all proposed expenditures, the Town intends to maintain a General Fund unrestricted fund balance of approximately \$2,015,000. Now, therefore,

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF RIVERDALE PARK, that the Town of Riverdale Park budget for the fiscal year beginning July 1, 2019, and ending June 30, 2020, entitled "Town of Riverdale Park FY2020 Financial Plan and Budget" consisting of 4 pages, "FY2020 Fund Designations", "FY2020 Anticipated Revenues", FY2020 Operating Expenditures," and "FY2020 Capital Revenues and Expenditures," a copy of

which is attached to this Ordinance and incorporated herein by reference, is hereby adopted.

SECTION 2: AND BE IT FURTHER ENACTED that the sums and amounts reflected in the Town of Riverdale Park FY2020 Financial Plan and Budget adopted by Section 1 of this Ordinance are hereby appropriated for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

SECTION 3: AND BE IT FURTHER ENACTED that proceeds received by the Town of Riverdale Park from the sale of vehicles in FY2020 shall be deposited into the Town's Capital Improvement Program fund, to be credited to the "Vehicle Replacement" capital project.

SECTION 4: AND BE IT FURTHER ENACTED that that the Town of Riverdale Park Real Property Tax for the Fiscal Year beginning July 1, 2019, and ending June 30, 2020, shall be at the rate of \$0.654 per \$100.00 of assessed real property value, and such tax is hereby levied on all real property located in the Town of Riverdale Park that is subject to municipal taxation.

SECTION 5: AND BE IT FURTHER ENACTED that the Town of Riverdale Park Personal and Operating Property Tax for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020, shall be at the rate of \$2.00 per \$100.00 of assessed property value, and such tax is hereby levied on all personal and operating property located in the Town of Riverdale Park that is subject to municipal taxation.

SECTION 6: AND BE IT FURTHER ENACTED that this Ordinance shall become effective twenty (20) days after its passage by the Council.

ATTEST:

COUNCIL OF THE TOWN OF  
RIVERDALE PARK

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Jessica Barnes, Town Clerk

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Alan K. Thompson, Mayor

EXPLANATION:

CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

Underlining indicates amendments to bill.

~~Strike Out~~ indicates matter stricken from the bill by amendment or deleted from the law.



**Town of Riverdale Park**

**FY2020**

**FY2020 Financial Plan and Budget**

| FY2020 Fund Designations                                | General Fund Reserve | OPEB Fund      | Economic Development Fund | Community Development Fund | Health and Wellness Fund | Special Revenue Fund (TIF Admin) | Debt Service Reserve Fund | Capital Improvement Projects |  |
|---|----------------------|----------------|---------------------------|----------------------------|--------------------------|----------------------------------|---------------------------|------------------------------|--|
| <b>PROJECTED FUND BALANCES June 30, 2019</b>            | <b>2,559,170</b>     | <b>319,563</b> | <b>50,000</b>             | <b>12,500</b>              | <b>71,952</b>            | <b>41,297</b>                    | <b>199,100</b>            | <b>650,596</b>               |  |
| <b><u>FY2020 Activity</u></b>                           |                      |                |                           |                            |                          |                                  |                           |                              | <b>FY2020 Activity and Projected Fund Balances</b> |
| <b>GENERAL FUND RESERVE TRANSFERS:</b>                  |                      |                |                           |                            |                          |                                  |                           |                              |  |
| <b>Transfers from:</b>                                  |                      |                |                           |                            |                          |                                  |                           |                              |  |
| General Fund Reserve to Debt Service Reserve            | (205,000)            |                |                           |                            |                          |                                  | 205,000                   |                              |  |
| General Fund Reserve to Community Development Fund      | (12,500)             |                |                           | 12,500                     |                          |                                  |                           |                              |  |
| General Fund Reserve to CIP Unrestricted                | (111,643)            |                |                           |                            |                          |                                  |                           | 111,643                      |  |
| <b>OTHER FUND TRANSFERS</b>                             |                      |                |                           |                            |                          |                                  |                           |                              |  |
| Health and Wellness to Operating Budget                 |                      |                |                           |                            | (42,663)                 |                                  |                           |                              |  |
| OPEB to Operating Budget                                |                      | (118,594)      |                           |                            |                          |                                  |                           |                              |  |
| <b>EXTERNAL DEPOSITS (INFLOWS) FY2020</b>               |                      |                |                           |                            |                          |                                  |                           |                              |  |
| From Prince Georges County TIF Real Property Taxes      |                      |                |                           |                            |                          | 461,455                          |                           |                              |  |
| From State of Maryland Highway User Funds               |                      |                |                           |                            |                          |                                  |                           | 204,335                      |  |
| From Benecon Health Care Benefit Premium Refund         |                      |                |                           |                            |                          |                                  |                           | 17,000                       |  |
| From Cable Franchise PEG Capital Funds                  |                      |                |                           |                            |                          |                                  |                           | 3,000                        |  |
| From various CIP funding sources                        |                      |                |                           |                            |                          |                                  |                           |                              |  |
| <b>FUND EXPENDITURES (OUTFLOWS) FY2020</b>              |                      |                |                           |                            |                          |                                  |                           |                              |  |
| CIP Expenditures  |                      |                |                           |                            |                          |                                  |                           | (500,034)                    |  |
| Economic Development Projected Grants Paid              |                      |                | (30,000)                  |                            |                          |                                  |                           |                              |  |
| Community Development Projected Grants Paid             |                      |                |                           | (12,500)                   |                          |                                  |                           |                              |  |
| Debt Service Payments from Debt Service Reserve         |                      |                |                           |                            |                          |                                  | (278,254)                 |                              |  |
| TIF Administrative Fees Paid                            |                      |                |                           |                            |                          | (10,000)                         |                           |                              |  |
| TIF Bond Bill Paid                                      |                      |                |                           |                            |                          | (252,119)                        |                           |                              |  |
| Projected FY2019 Operating Budget Net Surplus/(Deficit) |                      |                |                           |                            |                          |                                  |                           |                              |  |
| <b>PROJECTED FUND BALANCES June 30, 2020</b>            | <b>2,230,027</b>     | <b>200,969</b> | <b>20,000</b>             | <b>12,500</b>              | <b>29,289</b>            | <b>240,633</b>                   | <b>125,846</b>            | <b>486,540</b>               |  |

(1) Other Post-Employment Benefits (OPEB) - Liability as of 6/30/18 was \$1,248,945

(2) The Special Revenue Fund consist of TIF Administrative Expense and TIF Bond Expenditures

| FY2020 Anticipated<br>Real Property Tax Revenue | Tax Incremental Financing |                           |                            |
|---|---------------------------|---------------------------|----------------------------|
|   | Tax Rate                  | General Fund <sup>1</sup> | Calvert Tract <sup>2</sup> |
|   |                           |                           |                            |

|                        |  |             |            |
|------------------------|--|-------------|------------|
| <b>Assessable Base</b> |  | 674,498,077 | 81,529,098 |
|------------------------|--|-------------|------------|

|   |        |           |           |
|---|--------|-----------|-----------|
| Gross Real Property Tax Revenue             | 0.6540 | 4,411,218 | 461,455   |
| TIF Revenue available for Town Debt Service | 0.0880 | 71,746    |           |
| TIF Administrative Expenses                 |        |           | (9,816)   |
| TIF Interest Payments Due                   |        |           | (252,119) |
| TIF Adjusted Annual Debt Service            |        |           | (124,119) |

#### **FY2020 Debt Payments**

|                  |                |
|------------------|----------------|
| PNC - 11/30/2019 | 149,500        |
| PNC - 5/30/2020  | 147,200        |
|                  | <b>296,700</b> |

|                          |               |
|--------------------------|---------------|
| CDA (15 yr.) - 11/1/2019 | 11,182        |
| CDA (15 yr.) - 5/1/2020  | 65,182        |
|                          | <b>76,364</b> |

|                        |               |
|------------------------|---------------|
| CDA (30 yr.) - 11/1/19 | 18,957        |
| CDA (30 yr.) - 5/1/20  | 72,347        |
|                        | <b>91,304</b> |

|                     |                |           |
|---------------------|----------------|-----------|
| Total Debt Payments | <b>464,368</b> | (464,368) |
|---------------------|----------------|-----------|

|   |         |
|---|---------|
| Funds used from Debt Service Reserve Fund | 278,254 |
|---|---------|

|  |                  |
|--|------------------|
| Net Real Property Tax Revenue available for General Fund | <b>4,296,850</b> |
| TIF Surplus/Deficit                                      | <b>75,401</b>    |

<sup>1</sup> In calculating the constant yield for the Town of Riverdale Park, the State of Maryland subtracted the entire value of the Calvert Tract (Riverdale Park Station) from the Town's assessable base. This is a conservative approach. Staff are working with the State to ensure an accurate accounting.

<sup>2</sup> Based on current assessment and the June 2018 Projected Debt Service Coverage.

#### **Tax Incremental Financing (TIF) Riverdale Park Station / Calvert Tract**

The Calvert Tract is the location of the Riverdale Park Station Development. The Town is participating in a Tax Increment Financing (TIF) structure. The TIF involves the incremental increases in the assessable value of the Calvert Tract. Increases above the base value go to support the hard-cost construction of the bridge from Riverdale Park Station to Lafayette Avenue.

| FY2020 Anticipated Revenue | FY2018           | FY2019           | FY2019           | FY2020           |
|----------------------------|------------------|------------------|------------------|------------------|
|                            | Actual           | Approved         | Estimated        | Proposed         |
|                            | Revenue          | Budget           | Actual           | Budget           |
|                            | \$               | \$               | \$               | \$               |
| <b>Operating Revenue</b>   | <b>6,068,330</b> | <b>6,288,193</b> | <b>6,596,536</b> | <b>6,738,837</b> |
| Local Taxes                | 4,920,124        | 5,077,000        | 5,226,534        | 5,401,978        |
| Licenses & Permits         | 307,964          | 243,385          | 268,500          | 248,360          |
| Administrative Fees        | 895              | 3,750            | 5,200            | 3,750            |
| Fines & Forfeitures        | 59,494           | 54,500           | 50,530           | 50,500           |
| Automated Safety Programs  | 399,159          | 527,703          | 518,000          | 567,500          |
| Intergovernmental Revenues | 219,381          | 231,655          | 224,680          | 195,491          |
| Misc. Revenue              | 161,314          | 150,200          | 303,092          | 271,258          |
| <b>Total Revenue</b>       | <b>6,068,330</b> | <b>6,288,193</b> | <b>6,596,536</b> | <b>6,738,837</b> |



| FY2020 Anticipated Expenses       |                  |                  |                  |                  |             |
|-----------------------------------|------------------|------------------|------------------|------------------|-------------|
|                                   | FY2018           | FY2019           | FY2019           | FY2020           | FY2020      |
|                                   | Actual           | Approved         | Estimated        | Proposed         | Proposed    |
|                                   | Expenditure      | Budget           | Actuals          | Budget           | Budget      |
|                                   | \$               | \$               | \$               | \$               | %           |
| <b>Operating Expenses</b>         | <b>5,588,707</b> | <b>6,288,193</b> | <b>6,306,790</b> | <b>6,738,837</b> | <b>100%</b> |
| <b>Salary and Wages</b>           | 3,009,894        | 3,267,430        | 3,218,848        | 3,364,369        | 50%         |
| <b>Benefits</b>                   | 1,068,363        | 1,200,097        | 1,243,536        | 1,489,581        | 22%         |
| <b>Overtime</b>                   | 84,872           | 129,300          | 110,900          | 129,300          | 2%          |
| <b>Contractual Services</b>       | 632,099          | 662,800          | 730,966          | 756,815          | 11%         |
| <b>Operating Expenses</b>         | 609,085          | 731,053          | 705,640          | 690,742          | 10%         |
| <b>Other Expenses</b>             | 44,899           | 142,300          | 131,315          | 137,500          | 2%          |
| <b>Weather Response Services</b>  | 12,297           | 21,500           | 12,000           | 22,160           | 0%          |
| <b>Municipal Center Buildings</b> | 73,042           | 45,642           | 63,642           | 54,300           | 1%          |
| <b>Community Events</b>           | 10,278           | 24,720           | 30,520           | 30,720           | 0%          |
| <b>Community Grants</b>           | 43,877           | 63,350           | 59,423           | 63,350           | 1%          |
| <b>Total Expenses</b>             | <b>5,588,707</b> | <b>6,288,193</b> | <b>6,306,790</b> | <b>6,738,837</b> | <b>100%</b> |

## Capital Improvement Programs

### FY2020 Proposed CIP Revenues

| FY2020 Available CIP Revenue                                | Total            | Restricted Use   | Unrestricted Use |
|---|------------------|------------------|------------------|
| <b>Capital Improvement Fund Balance as of June 30, 2019</b> | 457,362          | 110,995          | 346,367          |
| <b>CIP Fund Balance Sources FY2020</b>                      |                  |                  |                  |
| From State of Maryland Highway User Funds                   | 204,335          | 204,335          |                  |
| From Cable Franchise PEG Capital Funds                      | 17,000           | 17,000           |                  |
| Transfer From General Fund Reserves                         | 111,643          |                  | 111,643          |
| Sale of Vehicles  | 3,000            |                  | 3,000            |
| <b>Total CIP Fund Balance</b>                               | <b>793,340</b>   | <b>332,330</b>   | <b>461,010</b>   |
| <b>Non CIP Fund Balance Sources</b>                         |                  |                  |                  |
| State Bond Bills (Municipal Center)*                        | 525,000          | 525,000          |                  |
| State Bonds Bills (Open Space)                              | 85,000           | 85,000           |                  |
| Prince George's County (Grant)                              | 100,000          | 100,000          |                  |
| CDA 15-Year Loan*   | 462,425          | 462,425          |                  |
| CDA 30-Year Loan <sup>1</sup> *                             | 804,004          | 804,004          |                  |
| DOJ/BJA   | 44,000           | 44,000           |                  |
| <b>Total FY2020 Additions</b>                               | <b>2,020,429</b> | <b>2,020,429</b> |                  |
| <b>Total FY2020 Available</b>                               | <b>2,813,769</b> | <b>2,352,759</b> | <b>461,010</b>   |

<sup>1</sup> Reflects the advance refunding of \$1,250,000

\* Indicates available loan proceeds and grants (Not included in CIP Fund Balance)

### FY2020 Proposed CIP Expenditures

| Projects                                     | Total              | Restricted         | Unrestricted     |
|--|--------------------|--------------------|------------------|
| Longfellow Street Storm Water Improvements   | (71,000)           | (71,000)           |                  |
| Beale Circle Improvements                    | (5,000)            |                    | (5,000)          |
| Bus Stop Improvements                        | (45,000)           | (45,000)           |                  |
| Curb Ramp Improvements                       | (25,356)           | (25,356)           |                  |
| Open Space Improvements                      | (5,000)            |                    | (5,000)          |
| Welcome Signage                              | (10,000)           |                    | (10,000)         |
| Field of Dreams                              | (78,000)           | (68,000)           | (10,000)         |
| Community Garden                             | (10,000)           |                    | (10,000)         |
| Town Center Underpass                        | (25,000)           |                    | (25,000)         |
| Municipal Center Renovation                  | (1,098,364)        | (1,098,364)        |                  |
| Office Renovations                           | (3,000)            |                    | (3,000)          |
| Town Hall Offices                            | (3,000)            |                    | (3,000)          |
| Technology Improvements                      | (62,870)           |                    | (62,870)         |
| Vehicle Replacements - Neighborhood Services | (54,000)           |                    | (54,000)         |
| Street Furniture and Waste Receptacles       | (6,500)            |                    | (6,500)          |
| Vehicle Replacements - Public Works          | (30,761)           |                    | (30,761)         |
| Streets and Sidewalks                        | (210,000)          | (210,000)          |                  |
| Street Light LED Retrofit                    | (9,581)            |                    | (9,581)          |
| Vehicle Replacements - Police                | (54,582)           |                    | (54,582)         |
| Council Chamber Camera system                | (75,000)           | (75,000)           |                  |
| Public Safety Video Surveillance System      | (30,000)           | (30,000)           |                  |
| Public Safety License Plate Reader           | (14,000)           | (14,000)           |                  |
| <b>Total</b>                                 | <b>(1,926,014)</b> | <b>(1,636,720)</b> | <b>(289,294)</b> |

# Affidavit of Publication

AD # 00027628

STATE OF Maryland  
COUNTY OF Prince George's

To Wit:

I hereby certify that on the 13th day of May 2019, before me, the subscriber, Ulonda Perkins, a notary public, that the matters of facts set forth are true. Shalique Jones, who being duly sworn according to law, and oath says that she is an authorized agent of The Washington Times, L.L.C., publisher of

## The Washington Times

Circulated daily, in the State of Maryland, County of Prince George's, and that the advertisement, of which the annexed is a true copy, was published in said newspaper 1 time(s) on the following May 13, 2019



Total Cost: \$308.46

As witness, my hand and notarial seal.

ULONDA A. PERKINS  
NOTARY PUBLIC DISTRICT OF COLUMBIA  
My Commission Expires December 14, 2023

**TOWN OF RIVERDALE PARK**  
**FAIR SUMMARY OF ORDINANCE 2019-OR-05**  
**FY2020 BUDGET AND TAX RATES**

This is to give notice that the Riverdale Park Town Council has introduced and intends to take action on Ordinance 2019-OR-05.

Ordinance 2019-OR-05 would adopt operating and capital budgets for the Town of Riverdale Park for the fiscal year beginning July 1, 2019, and ending June 30, 2020; set rates of real, personal and operating property taxation for such fiscal year and levy such taxes; and address matters generally relating to the adoption of Town budgets and levying of taxes and setting of tax rates for the Town of Riverdale Park for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

Ordinance 2019-OR-05 is available for inspection by the public at Town Hall during normal business hours, 8:30 a.m. to 4:30 p.m., Monday through Friday.

**RIVERDALE PARK TOWN COUNCIL**  
**BY: JESSICA BARNES, TOWN CLERK**

Run Date: May 13th, 2019      AD#27628



# **Town of Riverdale Park, Maryland**

## **Department of Public Works**

TO: Paul Smith, Acting Town Manager

FROM: Ivy A. Lewis, Director of Public Projects and Services, DPW

DATE: May 17, 2019

RE: Residential Trash Collection Services Agreement

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**Action Requested:** Staff requests that at the June 3<sup>rd</sup> Legislative Session, the Mayor and Council authorize the Town Manager to enter into a one-year agreement for Residential Trash Collection Services with Bates Trucking Company, LLC, at a per dwelling unit cost of Nineteen Dollars and Fifty Cents (\$19.50), for a total 1,296 dwelling units estimated for 2019. If performance standards are consistently met, the agreement will continue for an additional three (3) years.

### **Overview:**

The current trash collection Agreement with Bates expires on June 30, 2019, representing 11 years of collection services that began in 2008. Bates submitted the lowest bid in response to the Invitation to Bid for Residential Trash Collection Services (Bid No. DPW 19-002), released on February 8, 2019.

Staff is currently negotiating new contract provisions with Bates and will present the final agreement to Council at the Legislative Meeting on June 3<sup>rd</sup>. The draft agreement would achieve the following:

1. Maintain the current twice weekly trash collection schedule;
2. Move yard waste collection to Mondays for greater efficiency and so that residents do not have to store yard waste from weekend work;
3. Remove the current limit on bulk items residents can set out at one time;
4. Enumerate performance standards and related liquidated damages when they are not met;
5. Require use of a Notification Tag to explain why items are not collected;
6. Enhance customer service with a new online reporting system for Town residents; and,
7. Establish new notification and reporting requirements.

Staff will review these provisions with the Council at the meeting and answer questions the Council may have at that time.



# **Town of Riverdale Park, Maryland**

## **Town Administration**

TO: Paul Smith, Acting Town Manager

FROM: Jessica Barnes, Town Clerk

CC: Staff Leadership Team

DATE: May 17, 2019

RE: Fence Permit Request for 5324 Taylor Road (Ward 3)

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### **Action Requested:**

Staff seeks input from the Mayor and Council regarding a fence permit request for a 6-foot metal fence at 5324 Taylor Road, pursuant to Chapter 66 of the Town Code.

### **Background:**

The Town received a building permit application from Carroll Lanham for a 6-foot metal fence. The applicant obtained a Prince George's County permit for the work.

Please note the attached materials concerning the proposed work.

### *Attachments:*

*Riverdale Park Building Permit Application*  
*Long Fence Plans and Picture of Fencing Material*  
*Prince George's County Permit*  
*Site Plan*  
*Pictures taken by Neighborhood Services*



Town of Riverdale Park  
Office of Development Services  
5008 Queensbury Road  
Riverdale Park, MD 20737  
(301) 927-6381



County Permit Number: \_\_\_\_\_  
Town Permit Number: \_\_\_\_\_

### Permit Application

Type of Permit: ☐ Building ☒ Fence ☐ Dumpster / Storage Container ☐ Dumpster ☐ Other

Contact/Applicant: Carroll Lanham 301-452-1111  
(Name) (Phone Number)

Property Information: 5324 Taylor Rd \_\_\_\_\_  
(Building Number) (Street Name) (Apartment/Suite)

#### Property Owner Information:

Carroll Lanham \_\_\_\_\_  
(Name) (Phone Number)

5324 Taylor Rd \_\_\_\_\_  
(Building Number) (Street Name) (Apartment/Suite)

Riverdale MD 20737  
(City) (State) (Zip Code)

#### Contractor Information:

Long Fence INC 1910 Betson CT Odenton MD 21113  
(Company Name and Mailing Address)

Vicky Williams \_\_\_\_\_  
(Contact Person Name and Phone Number)

#### Description of Work to be Completed:

install approx 139' of 6' high Black <sup>aluminized metal</sup> Chain Link Fence  
Remove existing approx 139' of 6' high Chain Link

Estimated Cost of the Project: \$3,422

#### Pod/Storage Container and Dumpster:

Location of requested container: ☐ On Street ☐ Rear Yard ☐ Side Yard ☐ Front Yard

Other: \_\_\_\_\_ Director of Public Works: ☐ Approved ☐ Not Approved

I affirm under the penalty of perjury that the information contained in this application is true and correct to the best of my knowledge, information and belief.

[Signature]  
Signature

4/24/19  
Date

(Please see reverse side for additional information)

## Requirements for Town Permits

| <b>Building Permit</b>   |         |
|--|---------|
| Application Fee:   | \$50.00 |
| <i>Final Permit Fee:</i>   |         |
| Upon issuance of the Town of Riverdale Park's Permit, the Town permit fee is 75% of Prince George's County Permit fee.   |         |
| <b>Required Documents:</b>   |         |
| <ul style="list-style-type: none"> <li>• Copy of Prince George's County building permit and application</li> <li>• Copy of approved materials submitted to Prince George's County for review</li> <li>• Copy of receipt from Prince George's County</li> </ul> |         |

| <b>Fence Permit</b>   |         |
|---|---------|
| Application Fee:  | \$50.00 |
| <i>Final Permit Fee:</i>  |         |
| Upon issuance of the Town of Riverdale Park's permit, the Town permit fee is 75% of Prince George's County permit fee.  |         |
| <i>Required Documents:</i>  |         |
| <ul style="list-style-type: none"> <li>• Copy of Prince George's County building permit and application</li> <li>• Copy of approved materials submitted to Prince George's County for review</li> <li>• Copy of receipt from Prince George's County</li> </ul>  |         |
| <i>Additional Information:</i>  |         |
| <ul style="list-style-type: none"> <li>• Fences that are 6ft and over will require Mayor and Council approval</li> <li>• Fences that are 4ft and below do not require permits from Prince George's County, nor the Town.</li> <li>• Chain link fences are not allowed in the Town of Riverdale Park.</li> </ul> |         |

| <b>Pod/Storage Container</b>   |         |
|--|---------|
| Application Fee:   | \$25.00 |
| <i>General Information</i>   |         |
| <ul style="list-style-type: none"> <li>• A container placed on private property can receive the permit the following business day.</li> <li>• A container placed on public property is subject to approval.</li> </ul> |         |

| <b>Dumpster</b>  |         |
|--|---------|
| Application Fee:   | \$25.00 |
| <i>General Information</i>   |         |
| <ul style="list-style-type: none"> <li>• A container placed on private property can receive the permit the following business day.</li> <li>• A container placed on public property is subject to approval.</li> </ul> |         |

| <b>Pod/Storage/Dumpsters</b>   |  |
|--|--|
| <i>On Residential Property:</i>  |  |
| <ul style="list-style-type: none"> <li>• Upon issuance, a permit is granted for 90 days.</li> <li>• Permit may be extended twice for an additional 90 days for \$25 each time in the same 12-month period.</li> <li>• Any further extension will require authorization from the Town Council for a fee of \$25.</li> </ul>   |  |
| <i>On Public Property:</i>   |  |
| <ul style="list-style-type: none"> <li>• Upon issuance, a permit is granted for 30 days.</li> <li>• Permit may be extended for an additional 60 days for \$50.</li> <li>• Permit may be extended for an additional 90 days for \$75.</li> <li>• Any further extension will require authorization from the Town Council who may determine the the permit fees.</li> </ul> |  |

For any questions, please contact the Office of Development Services at (301) 927-6381, or [permits@riverdaleparkmd.gov](mailto:permits@riverdaleparkmd.gov).

Thank you for your investment in the Town of Riverdale Park and for growing with us!



**(800) 486-4283**MHIC # 9615, 9615-01, 9615-02  
DC # 2116**LONG FENCE**Long Fence Company, Inc.  
1910 Betson Court • Odenton, Maryland 21113  
Ph: (301) 261-3444 • Ph: (410) 793-0600 • Fax: (301) 261-0643  
www.longfence.com

Job # \_\_\_\_\_

Order No. \_\_\_\_\_

Date 5/4/19Addendum No. 1 To contract dated 3/23/19Buyer's Name: Carroll Lanham

Scope of addendum: \_\_\_\_\_

Change material: 139' of 6' Hancock metal  
Fence2nd payment \$22513rd payment \$2252Cost adjustment (+/-): + 2,631

Method of payment: \_\_\_\_\_

Additional time required for performance of the work: \_\_\_\_\_

All other terms and conditions of the previously executed contract remain unchanged.

Long Fence Company, Inc.

William J. Guinan  
(Sales Representative's Signature)William J. Guinan  
Sales Representative's Printed Name117925  
License No.

Buyer(s)

Carroll Lanham  
(Signature)

(Signature)

5-4-19  
Date

Date



**ENTIRE AGREEMENT** This Agreement sets forth the entire Agreement between the parties. Any and all prior agreements, warranties, oral discussions, or representations made by either party are superseded by this Agreement. **NOTICE: ANY HOLDER OF THIS CONSUMER CREDIT CONTRACT IS SUBJECT TO ALL CLAIMS AND DEFENSES WHICH THE DEBTOR COULD ASSERT AGAINST THE SELLER OF GOODS OR SERVICES OBTAINED PURSUANT HERETO OR WITH THE PROCEEDS HEREOF, RECOVERY HEREUNDER BY THE DEBTOR SHALL NOT EXCEED AMOUNTS PAID BY THE DEBTOR HEREUNDER.**

**WARRANTY:** The work will be performed in compliance with industry standards and guaranteed against defects in materials and workmanship for one year from the date of substantial completion. In addition, Seller will provide labor at no cost to the original owner for replacement of materials considered defective by the manufacturer under the terms and conditions of the manufacturer's limited warranty. This warranty is not extended to owner provided products.

**MATCHING EXISTING PRODUCTS:** Unless Buyer provides the Seller with specific information on available source of supply of existing roofing, siding, and other building materials, Seller will use its best efforts to provide matching products from current inventory.

**TIMELINESS OF PAYMENT:** Failure to meet payment schedule may result in suspension of the work. Buyer expressly grants the Seller a time extension to compensate for time lost resultant from non-payment. If the balance is not paid upon substantial completion, Buyer agrees to pay all costs of collection including attorney's fees in the amount of 30% of the balance owed. Interest shall accrue on any unpaid balance at the rate of 1.5% per month. Solely at the Seller's option, any action brought by either party resulting from performance of this contract, or breach thereof, may be resolved through arbitration.

**MATERIALS:** Unless otherwise noted, lumber is pressure treated #2 Pine, graded in compliance with the S.P.I.B. Inherent wood and composite characteristics including, but not limited to warping, checking, bowing, knots knot holes, wane, rough edges, stamps, markings, and variances in color and board width are not cause for rejection by Buyer. Gate framing lumber is not treated. Chain link materials are in compliance with CLFMI standards.

**WORKMANSHIP:** Deck boards are not pre-drilled. Manufacturers' recommended fasteners are used. They reduce but do not eliminate mushrooming. Buyer acknowledges that free-standing deck construction will include, to the extent determined necessary by Seller, attachment to the building wall for lateral support. Unless expressly noted, Seller shall select the method of addressing slopes and changes in grades. Fence boards will not be custom sized to eliminate gaps created by uneven terrain.

**SURVEY:** Buyer is solely responsible for the determination of property lines. A plat provided by the Buyer cannot be considered sufficient information to prevent misalignment or encroachment on neighboring properties. Seller make no claim that its representative are qualified to interpret survey plats. Buyer agrees to indemnify and hold harmless Seller from any resulting claims if Buyer does not obtain a property survey.

**UNDERGROUND UTILITIES:** Seller will call the Miss Utility service to mark public lines prior to starting the work. Seller accepts no responsibility and shall be indemnified and held harmless by Buyer from liability for damages to private underground utilities and obstructions including, but not limited to electronic fences, pool equipment, drain systems, sprinkler heads, irrigation, plumbing, propane, electrical, septic or other supply or discharge lines. Buyer is solely responsible for marking obstructions that may interfere with the work.

**DISTURBANCE CREATED BY THE WORK:** Buyer is solely responsible for transplanting or protecting shrubs or other vegetation within five feet of the proposed fence line or within fifteen feet of any portion of the proposed deck/patio that are intended to be unaffected by the performance of the work. Replacement value for any landscaping or plants outside of the limit noted above, that are damaged by the Seller shall be limited to the cost of the item without consideration for associated labor. Sodding, seeding, removal of spoils, lawn restoration and house siding replacement are specifically excluded from the scope of work. Seller's use of Buyer's driveway for purposes of accessing the work site is hereby granted. Seller shall be indemnified and held harmless by Buyer from liability for damages to driveway by trucks or equipment.

**PERMITS AND COVENANTS:** Seller will comply with all local requirements for building permits, inspections, and zoning. Buyer is to obtain Home Owners Association or other requisite approval for the work, and hold harmless Seller in the event of conflict with a restrictive covenant. Buyer is to advise Seller in writing within 10 days of the date of this contract if any restriction exists.

**FINAL PAYMENT DUE UPON SUBSTANTIAL COMPLETION:** Buyer agrees to consider the contract substantially complete when Buyer has beneficial use of the product or final inspection is granted when required by local code. The Buyer may arrange to meet with an authorized representative during regular business hours to review the work. Seller's quality control superintendent shall make final determination of substantial completion and compliance with standards of quality and workmanship. Buyer's issuance of final payment or execution of completion certificate or charge authorization for the work may not be withheld for warranty service subsequent to the Seller's determination of substantial completion. Buyer waives any claim of consideration for loss of time, inconvenience, loss of use of premises, nuisance, or other consequential damages arising out of the performance of the contract.

**POWDER COATED IRON PRODUCTS:** Baked-on polyester finish outperforms regular paint applications. Steel products exposed to the environment are prone to rust. Required touch up will be performed during the installation. Subsequently, some maintenance will be necessary. It is recommended that the integrity of the coating be inspected periodically and that any exposed areas be repaired by Buyer with a rust inhibiting paint.

**SELLER'S LIABILITY:** The commencement and completion dates are approximate. They are subject at all times to the effect of the weather, floods, emergencies, deliveries or materials, strikes, acts of God, approval of financing, permits, and Home Owners Association, and any other condition beyond Seller's direct control. Such events do not constitute abandonment and are not included in calculating time frames for payment or performance. Seller makes no warranties, express or implied, as to the products' merchantability or fitness for any particular purpose.

**ADDITIONAL WORK:** The contract price stated herein includes only the items described in this Agreement. Any extra work requested by Buyer shall be charged in addition to such contract price. Seller shall advise Buyer of the additional charge prior to the commencement of any extra work. Costs for replacement or concealed members of the existing structure that are exposed during construction and found to be deteriorating, damaged, or not up to current codes are not included in this contract price. Unless expressly noted, electrical work, lighting and other fixtures including, but not limited to those that may be required at the time of final inspection are not included in this contract price. Unless expressly noted, excavations in excess of 48" for deck support post footings if unsuitable soil conditions are encountered are not included in this contract price.

**NON COMPLETION OF AGREEMENT:** In the event Buyer prevents Seller from performing the work or otherwise breaches this Agreement after Buyer's right to rescission has expired, Buyer shall be responsible for all cost associated with preparation and/or partial performance of the work including, but not limited to materials, fabrication, labor, permits, surveys and 15% of the contract price as an administrative fee. The administration fee is waived, except for costs associated with surveys and filing fees, only if the cancellation is caused by lack of availability of financing or disapproval by homeowner's association or other permitting authority.

**SECURITY DEFAULT:** Buyer hereby grants Seller a security interest in the goods sold hereunder to secure all obligations of Buyer to Seller under this Agreement. Seller shall have all the rights of a secured party under the Uniform Commercial Code.

**DISPUTE RESOLUTION:** Buyer and Seller waive claims against each other, for consequential or punitive damages arising out of, or relating to, this Agreement. At the Seller's sole option, any controversy or claim arising out of this Agreement, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association.

**METHOD OF PAYMENT:** Payment hereunder may be made by cash or the transaction may be financed. If Seller is unable to arrange such financing, Buyer shall have 15 days after notice to elect to pay cash; otherwise, this Agreement will be canceled and any money paid to Seller will be refunded.

**USE OF SIGNS AND PHOTOGRAPHS:** In consideration of \$10.00, which is incorporated into the contract price, Seller and its representatives are hereby authorized to mount and prominently display a Long Fence sign on the completed installation; and further, to photograph the work and Buyer's property. Seller shall have ownership of the photographs. Seller retains the right to create, display, reproduce and distribute the photographs and all derivative works thereof, in all media, in perpetuity.

**ALL HOME IMPROVEMENT CONTRACTORS MUST BE LICENSED BY THE MARYLAND HOME IMPROVEMENT COMMISSION. IF YOU HAVE ANY QUESTIONS, CONTACT THE MARYLAND HOME IMPROVEMENT COMMISSION, 500 NORTH CALVERT STREET, BALTIMORE, MARYLAND 21202-3651 AT (410) 230-6309.**

(800) 486-4283

MHIC #0615, #0615-01, #0615-02  
DC #2116



# LONG FENCE

Long Fence Company, Inc.  
1910 Belton Court • Odenton, Maryland 21113  
Ph: (301) 261-3444 • Ph: (410) 793-0600 • Fax: (301) 261-0643  
www.longfence.com

Job No. 19CR334

Order No. 670126

Customer No. 233461

Date 3/23/19



BUYER'S NAME:

STREET:

CITY:

COUNTY:

HM PH:

CELL:

E:

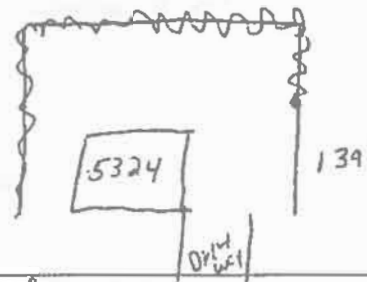
WK PH. MR.

3 74 MS.

LEAD #:

19RC946

Long Fence Company, Inc. (Herein called Seller) proposes to furnish materials, labor and equipment to install:



Approximately 139' of 6 high Black vinyl Chain link Fence Chain Link Fence.

The fabric is 2' mesh 9 gauge fabric. The top rail is to be 1 1/2" o.d. X 1 1/2" o.d.

The line post(s) are to be X 1 1/2" o.d. 2" o.d. The terminal post(s) are to be 2" o.d.

There is/are to be 1 single gate(s) approximately 6' wide x 6' high. There is/are to be 0 double drive gate(s) approximately 0' wide x 0' high. The gate(s) post(s) are 2 1/2" o.d.

All posts are to be set approximately 12-18" in the ground and secured with a concrete collar mechanical anchors.

Seller (Xwill) ( will not ) take down and haul old fence of approximately 139 feet.

Seller (Xwill) ( will not ) obtain all permit(s).

Buyer to supply Seller with copy of house plat. (For permit use only.)

Property pins exposed? yes X no Buyer to stake? yes no Order survey? yes no

Additional options:

Price does NOT include removing and re-erecting  
Electrical conduit currently attached to fence. That  
cost will be covered on month's regarding that.

Estimated Monthly Investment

Per Month

With Approved Credit

1,302.00

Additional Information or Remarks:

Tie into existing 6' Black vinyl Chain Link.

Total Contract Price

Deposit With Order

Due on Day Materials are Delivered

Due on Day of Substantial Completion

And/or Balance Financed

PG Permit = 270.00 Local Permit = 50

Work to begin approximately 3-4 wks. Work to be completed approximately 1-2 DAY.

This projection is contingent upon obtaining approved financing, permits, H.O.A., and other conditions beyond Seller's control.

Estimate valid for 30 days for purpose of acceptance by the buyer. ADD 100.00 TO repair year gate. w/19

Buyer agrees to pay for the goods, services and installation referred to above in accordance with the terms of this Agreement.

Buyer acknowledges that before Buyer signed this Agreement, Seller submitted the Agreement to Buyer with all blank spaces filled in and that buyer had a reasonable opportunity to examine it and that thereafter a legible executed and completed copy thereof was delivered to Buyer. Buyer has read and understands both the front and reverse sides of this Agreement, and agrees to the terms and conditions as set forth herein.

Long Fence Company, Inc.

(Sales Representative's Signature)

Sales Representative's Printed Name

License No.

Buyer(s)

(Signature)

Date

(Signature)

Date

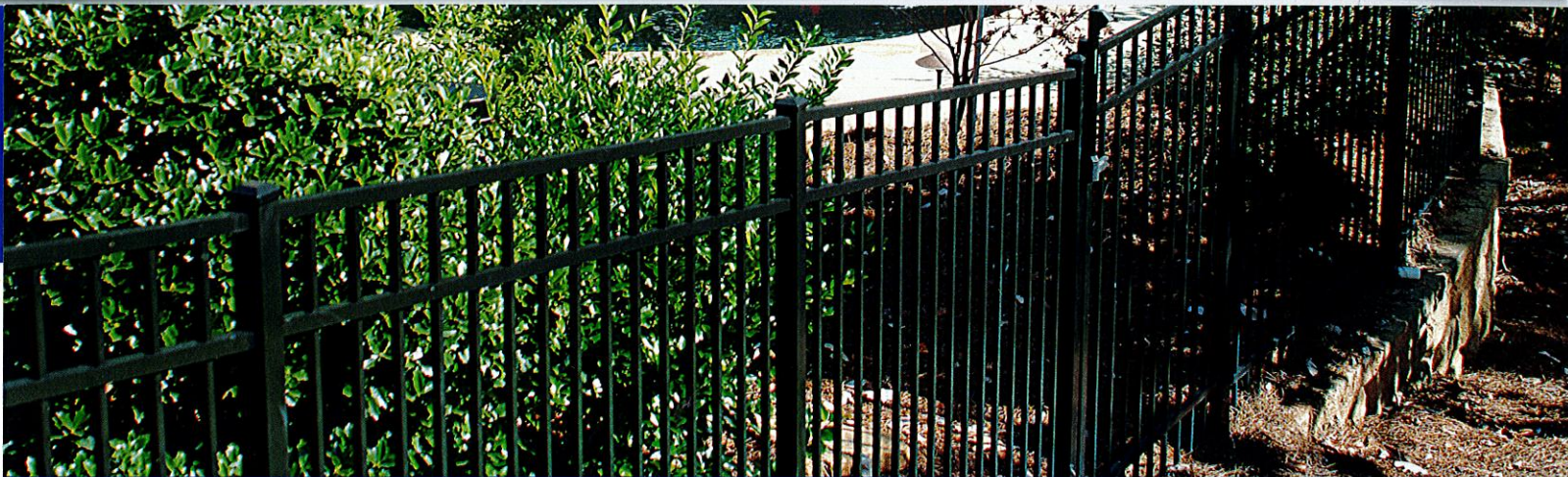
**BUYER'S RIGHT TO CANCEL:** You the buyer may cancel this transaction at any time prior to midnight of the 5th business day after the date of this transaction, or midnight of the 7th business day after the date of this transaction if you are 65 years of age or older. If APR 01 2019 and within time period noted above, the seller may not keep any of your cash down payment.

Form #522 (Rev 10/2015)

DISTRIBUTION: WHITE Original/Office Copy • YELLOW: Customer's Copy • WHITE Dept Copy • PINK Estimator's Copy

Over 60 Years of Excellence





**Heritage™** series aluminum fencing offers the beauty and protection of traditional wrought iron without the maintenance.

*Hancock Aluminum Fencing*



5324 TAYLOR RD RIVERDALE 20737

CASE NUMBER: 14897-2019-00

## PRINCE GEORGE'S COUNTY

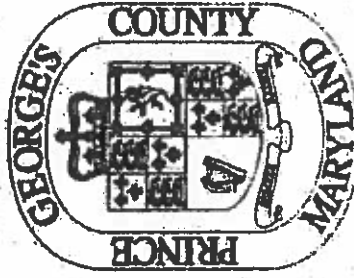
## P E R M I T

ISSUANCE DATE: Apr-10-2019

EXPIRATION DATE:

DEPARTMENT OF PERMITTING, INSPECTIONS AND ENFORCEMENT PERMITTING CENTER

9400 PEPPERCORN PLACE, 1st FLOOR, LARGO, MD 20774 (301) 883-5900



## PROPERTY OWNER

CARROLL LANHAM  
5324 TAYLOR RD  
RIVERDALE, MD 20737  
(301) 799-5324

## CONTRACTOR

LONG FENCE  
1910 BETSON CT  
ODENTON, MD 21113  
LICENSE NUMBER: 9615-01  
(800) 486-4283

## OCCUPANT

## ARCHITECT

TYPE OF PERMIT: DPE RW  
WORK DESCRIPTION: FENCE - 6' HIGH  
EXISTING USE: SFD  
USE (MNCPPC ZONING): FENCE  
SUBDIVISION: EDMONSTON  
OWNERSHIP: HEIGHT FT:  
LIBER: 20000 WIDTH FT:  
FOLIO: 721 DEPTH FT:  
ED/ACCT NO.: 19 / 2126258 NO STORIES:  
LOT: 24 DWELL UNITS: 0  
BLOCK: 71 PARKING SP: 0  
TAX MAP: 042 LIVE LOAD:  
SCD: USE GROUP:  
SPEC EXCEPT: TYPE CONST:  
Conditions

ELECTRICITY:  
CENTRAL A/C:  
ELEVATOR:  
ESCALATOR:  
BASEMENT:  
BOILER NUMBER:  
CBCA:  
HISTORICAL:  
SIGN NUMBER:

WSSC  
WSSC

GROUND LOAD  
SITE CERTIFICATE  
STRUCTURE CERT.  
SEWER  
WATER  
HEATING  
PARCEL

Must comply with Sec. 27-420. Fences and walls. Please note: Except for fences less than four (4) feet in height, fences not requiring a permit, and fences on land assessed as agricultural uses, all structural support (vertical posts and horizontal rails) shall face the interior of the subject lot.  
As outlined in County Code Subtitle 4-111, no work shall be performed during the hours of 9:00 p.m. to 7:00 a.m., unless work is performed pursuant to Section 4-120 of this Subtitle.  
Only the Licensed Contractor or Homeowner, named on the Permit as contractor, is permitted to perform the scope of work on the permit in the address specified.

YOU MUST COMPLY WITH MUNICIPAL HOMEOWNERS/NEIGHBORHOOD ASSOCIATION AND LOCAL COVENANTS. A FINE MAY BE IMPOSED IF CONSTRUCTION IS BEGUN WITHOUT REQUIRED APPROVALS.  
THIS PERMIT IS VOID SIX (6) MONTHS FROM DATE ISSUED IF CONSTRUCTION HAS NOT STARTED, HAS BEEN SUSPENDED OR DISCONTINUED UNLESS OTHERWISE INDICATED

## INSPECTION APPROVALS

| BUILDING INSPECTOR | HEALTH | ELECTRICAL | PLUMBING | FIRE MARSHAL |
|--------------------|--------|------------|----------|--------------|
| APPROVED           |        |            |          |              |

Melinda Bolling



TOWN OF RIVERDALE PARK  
5008 QUEENSBURY RD  
RIVERDALE, MD 207371926 US  
3019276381  
psmith@riverdaleparkmd.gov  
www.townofriverdaleparkmd.gov

# Invoice

TS



## BILL TO

Carroll Lanham  
Long Fence INC  
5324 Taylor Rd  
Riverdale Park, MD 20737 PGC

4-24-19

## SHIP TO

Carroll Lanham  
Long Fence INC  
5324 Taylor Rd  
Riverdale Park, MD 20737 PGC

| INVOICE #     | DATE       | TOTAL DUE | DUE DATE   | TERMS  | ENCLOSED |
|---------------|------------|-----------|------------|--------|----------|
| FY 2019-B-177 | 04/24/2019 | \$0.00    | 05/09/2019 | Net 15 |          |

| ACTIVITY                                       | QTY | RATE  | AMOUNT |
|--|-----|-------|--------|
| PERMITS:BPA<br>Building Permit Application Fee | 1   | 50.00 | 50.00  |
| PAYMENT  |     |       | 50.00  |
| BALANCE DUE                                    |     |       | \$0.00 |

PAID





















# **Town of Riverdale Park, Maryland**

## **Town Administration**

TO: Paul Smith, Acting Town Manager

FROM: Jessica Barnes, Town Clerk

DATE: May 17, 2019

RE: Variance Request for 4606 Queensbury Road (Ward 1)

---

### **Action Requested:**

No formal action by the Mayor and Council is requested at the May 20, 2019 Work Session. Staff seek direction from the Mayor and Council regarding the Town's position on the requested variances.

### **Background:**

The Town received notice from the Prince George's County Board of Zoning Appeals that Bruce Wernek requested permission to extend the driveway and build a detached garage at 4606 Queensbury Road.

Variances of 5 feet front yard depth and 9.9 percent net lot area are requested. A hearing on this matter will be held on May 22, 2019.

Attached, please find the Notice of Hearing, Application for a Variance, pictures and site plan.

### *Attachments:*

*Notice of Hearing*

*Application for a Variance*

*Photos*

*Site Plan*



# THE PRINCE GEORGE'S COUNTY GOVERNMENT

BOARD OF ZONING APPEALS

BOARD OF ADMINISTRATIVE APPEALS

COUNTY ADMINISTRATION BUILDING, UPPER MARLBORO, MARYLAND 20772

TELEPHONE (301) 952-3220

## NOTICE OF HEARING

Date: May 7, 2019

Petitioner: Wernek Bruce S Living Trust

Appeal No.: V-36-19

Hearing Date: WEDNESDAY, MAY 22, 2019, AT 6:00 P.M. **EVENING**

Place: Zoning Hearing Room #L205  
County Administration Building, Upper Marlboro, Md.

Appeal has been made to this Board for permission to validate an existing condition (dwelling), obtain a building permit to extend the driveway and construct a detached garage on the premises known as Lot 14, Block 34, Riverdale Park Subdivision, being 4606 Queensbury Road, Riverdale, Prince George's County, Maryland, contrary to the requirements of the Zoning Ordinance.

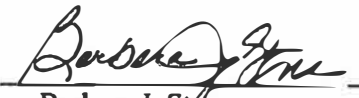
The specific violation resides in the fact that Zoning Ordinance Section 27-442(e)(Table IV) prescribes that each lot shall have a front yard at least 25 feet in depth. Section 27-442(c)(Table II) prescribes that not more than 30% of the net lot area shall be covered by buildings and off-street parking. Variances of 5 feet front yard depth and 9.9 net lot area are requested.

Public hearing on this Appeal is set for the time and place above stated. **Petitioner, or counsel representing Petitioner, should be present at the hearing. A Petitioner which is a corporation, limited liability company, or other business entity *MUST* be represented by counsel, licensed to practice in the State of Maryland, at any hearing before the Board. Any non-attorney representative present at the hearing on behalf of the Petitioner (or any other person or entity) shall not be permitted to advocate.**

Adjoining property owners, who are owners of premises either contiguous to or opposite the property involved, are notified of this hearing in order that they may express their views if they so desire. However, their presence is not required unless they have testimony to offer the Board.

If inclement weather exists on hearing date, please contact the office to ascertain if hearing is still scheduled.

BOARD OF ZONING APPEALS

By:   
Barbara J. Stone  
Administrator

cc: Petitioner  
Adjoining Property Owners  
Park and Planning Commission  
Town of Riverdale Park



**(USE BLACK INK ONLY)**

**PLEASE READ ALL INSTRUCTIONS  
BEFORE FILLING OUT APPLICATION**

**TO: BOARD OF ZONING APPEALS FOR PRINCE  
GEORGE'S COUNTY, MARYLAND**

County Administration Building, Room 2173 - 9 2019  
14741 Governor Oden Bowie Drive  
Upper Marlboro, Maryland 20772  
(301) 952-3220

**BOARD OF APPEALS**

Filing Fee Paid: \$ 200.00  
CK/M.O. # 4786  
By: BRUCE WERNER  
4606 QUEENSBURY RD  
RIVERDALE 20737  
Sign Posting Fee Paid: \$ 30.00  
CK/M.O. # 4781  
By: SAME

APPEAL NO. V-36-19

(OFFICE USE ONLY)

**APPLICATION FOR A VARIANCE  
FROM STRICT APPLICATION OF THE ZONING ORDINANCE**

*(If variance is being applied for due to receipt of a Violation Notice, a copy of the notice is required.)*

Owner(s) of Property Wernek S Bruce Living Trust  
(AS SHOWN ON DEED)

Address of Owner(s) 4606 Queensbury Rd

City Riverdale State MD Zip Code 20737

Telephone Number (home) 301-779-6273 (cell) \_\_\_\_\_ (work) \_\_\_\_\_

E-mail address: bruce.wernek@verizon.net

Attorney/engineer/contractor name, address and telephone number (applicant if different from above): (circle one)  
nathan Zook | Stolitzfus Structures LLC | Atglen, PA 19310  
610 93-7700 | 5075 Lower Valley Rd

For assistance in completing questions below, see corresponding paragraphs on *Instructions to Applicants*, which is designed to help you fill out this form. **SUBMITTED SITE PLANS/PLATS MUST BE DRAWN TO SCALE BY A CERTIFIED ENGINEER, SURVEYOR OR ARCHITECT (WITH OFFICIAL SEAL OR STATE OF MARYLAND REGISTRATION NUMBER SHOWN ON THE SITE PLAN/PLAT) AND MUST SHOW ALL STRUCTURES (TO INCLUDE ALL DIMENSIONS AND NUMBER OF STORIES) AS WELL AS OFF-STREET PARKING AND ANY PROPOSED CONSTRUCTION ON THE PROPERTY. THE PLAN MUST NOTE THE SCALE, THE LOT SIZE, THE LEGAL DESCRIPTION AND A NORTH ARROW.**

Location of Property involved: a) Street Address 4606 Queensbury Rd  
City Riverdale, MD 20737

b) Lot(s) 14 Block 34 Parcel 0000  
Subdivision Name 1750

c) Association Name(s) & Address(es) (Homeowners/Citizens/Civic and/or Community):  
N/A

d) Municipality (Incorporated City/Town) Name Riverdale

What will be/has been constructed on the property? (Variance(s) Required) Construction of detached 20' x 32' garage on property will exceed 30% lot coverage. Total lot coverage with new garage will be 40% per James Stepowany in the M-NCPPC Permit Review Section.

Do you need the services of a foreign language interpreter at your hearing? (Additional \$30 fee required)

Yes \_\_\_\_\_ No ✓

Foreign Language: \_\_\_\_\_

Stanley Bruce Wernek  
Signature of Owner/Attorney

Stanley Bruce Wernek  
Printed Name

**IMPORTANT:** Failure to provide complete and accurate information on this application may delay or jeopardize consideration of the request. Applications on which all required information is not furnished will be returned for completion before processing. Filing fees must be made payable to Prince George's County and sign posting fees must be made payable to M-NCPPC. Approval of a variance is not a guarantee that further review will not be necessary by other governmental authorities. For further information regarding Board of Zoning Appeals policies and procedures, see Sections 27-229 through 27-234 of the County Zoning Ordinance and/or the Board's website at <http://pgccouncil.us/>.

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## FOR COUNTY USE ONLY

Property Zone: R-55 Overlay Zone: \_\_\_\_\_

Has the property in question ever been subject to previous Board, County Council or Zoning Hearing Examiner action? NO If so, give Case No.(s)/Decision Date(s) \_\_\_\_\_

Is the property subject to any action by the Planning Board? HAWP HISTORIC AREA  
WORK PERMIT

If so, what type of action? \_\_\_\_\_

Variance(s) requested: Lot Cov., F.T.D.

**FOR A LIST OF ALL NAMES AND MAILING ADDRESSES OF ADJOINING PROPERTY OWNERS AND OTHER PARTIES, PLEASE SEE THE PERSONS OF RECORD LIST**





A



B

EXH. # (A-F)  
V-36-19





C



D





17



F





4606 Queensbury Rd



Location of Garage (replaces shed) ~40' beyond end of existing driveway



4602 Queensbury Rd



4608 Queensbury Rd

**7722-2019-RG Wernek Detached Garage**

From: Stepowany, James <James.Stepowany@ppd.mncppc.org>

To: bruce.wernek@verizon.net <bruce.wernek@verizon.net>

Date: Thu, Mar 7, 2019 9:00 am

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Mr. Wernek,

Permit 7722-2019-RG for a detached garage at 4606 Queensbury Road has been placed on HOLD for the following reasons:

Permit Reviewer: Jamie Stepowany

7722-2019-RG

Telephone Number: (301) 636-2015

March 7, 2019

Email: [james.stepowany@ppd.mncppc.org](mailto:james.stepowany@ppd.mncppc.org)

Wernek Detached Garage

The following comments were generated from permit review. Any questions or concerns regarding the following should be directed to the reviewer at the phone number provided above. *Further comments may be generated when the appropriate information has been submitted.*

Historic Planning – HOLD – The site is a historic site; PG: 68-004-76, please obtain a Historic Area Work Permit (HAWP). For information about obtaining the HAWP, contact Tyler Smith at 301-952-5902.

The property is zoned R-55 and per Section 27-442(c) Table II of the Prince George's County Zoning Ordinance, the property is limited to 30 percent lot coverage. That's any portion of the property covered with buildings that has a roof and driveways. The property is 10,059 square feet, 30 percent is 3017.7 square feet. The house is 1,674 square feet, the existing and proposed driveway is 1,710 square feet and the detached garage is 640 square feet for a total of 4,024 square feet or 40 percent. A variance from the Prince George's County Board of Appeals must be obtained for lot coverage. For information about obtaining the variance, contact the Board of Appeals at 301-952-3220.

Upload the HAWP and approved variance for further review. Do not accept a new task until both approvals have been obtained.

03-07-19 – Comments emailed to Stanley Wernek at [bruce.wernek@verizon.net](mailto:bruce.wernek@verizon.net) JS

If you have any questions, please don't hesitate to contact me,

Jamie Stepowany

M-NCPPC

Development Review Division

Permit Review Section

## LOT COVERAGE WORKSHEET

NET LOT SIZE 10,059 SQUARE FEET

30 % LOT COVERAGE ALLOWED 3017. SQUARE FEET

| <u>STRUCTURE/PARKING</u> | <u>MEASUREMENTS</u> | <u>SQUARE FOOTAGE</u> |
|--------------------------|---------------------|-----------------------|
|--------------------------|---------------------|-----------------------|

HOUSE \_\_\_\_\_ 1674.

**GARAGE/CARPORT** \_\_\_\_\_ **640.** \_\_\_\_\_

|          |         |
|----------|---------|
| DRIVEWAY | 1704.36 |
|----------|---------|

**PORCH/SUNROOM** \_\_\_\_\_

SHED(S)

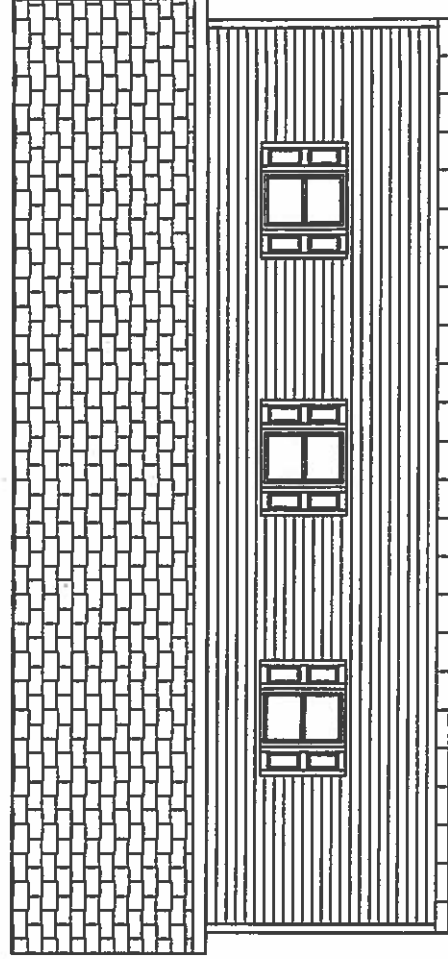
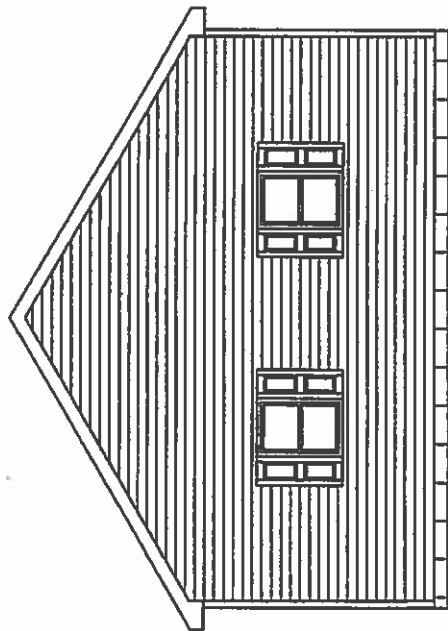
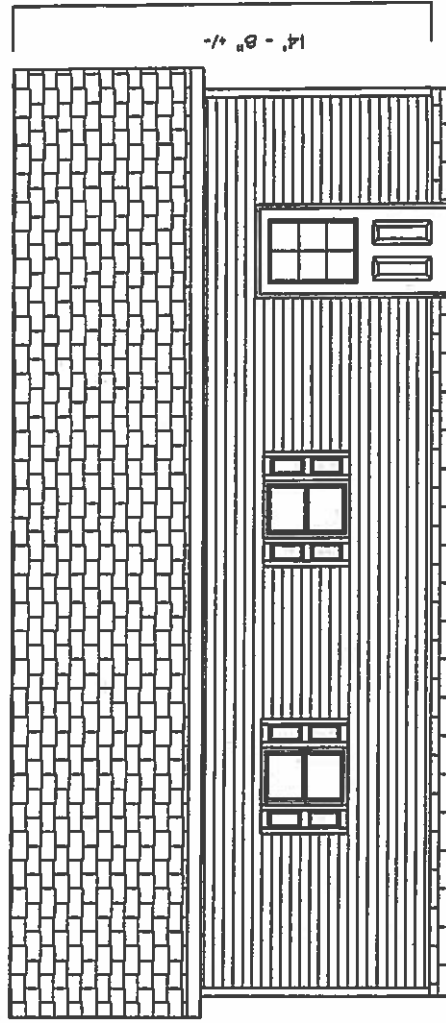
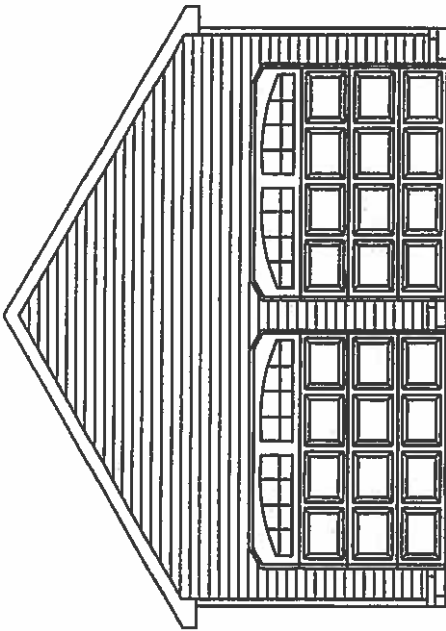
ADDITION(S) \_\_\_\_\_

OTHER: \_\_\_\_\_

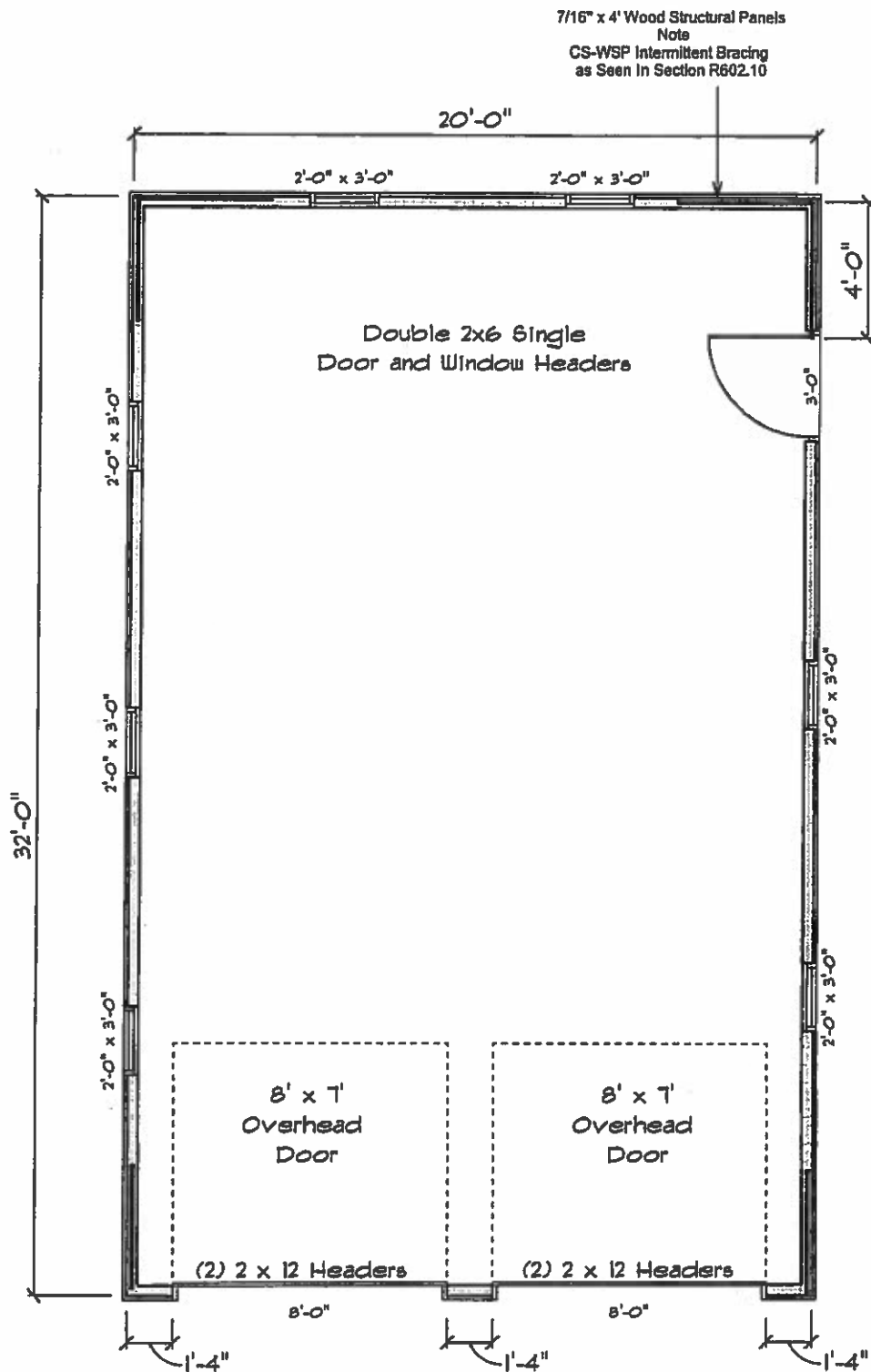
TOTAL LOT COVERAGE 3994

|                          |      |   |
|--------------------------|------|---|
| TOTAL % NET LOT COVERAGE | 39.9 | % |
|--------------------------|------|---|

TOTAL % OVER NET LOT COVERAGE 9.9 % (          S.F.)



|  |  |                             |
|--|--|-----------------------------|
| <b>Construction Notes:</b><br>Snow Load: 40 psf<br>Wind Load: 115 mph<br>Weathering: Severe<br>Termites: Moderate to Heavy<br>Decay: Slight to Moderate<br>Flood Hazard: see Local Flood Map | <b>Job Name:</b><br>Bruce Wernick<br>4606 Queensbury Rd<br>Riverdale, MD 20737 | <b>Dimensions:</b><br>20X32 |
|--|--|-----------------------------|



Floor Plan

**Construction Notes:**

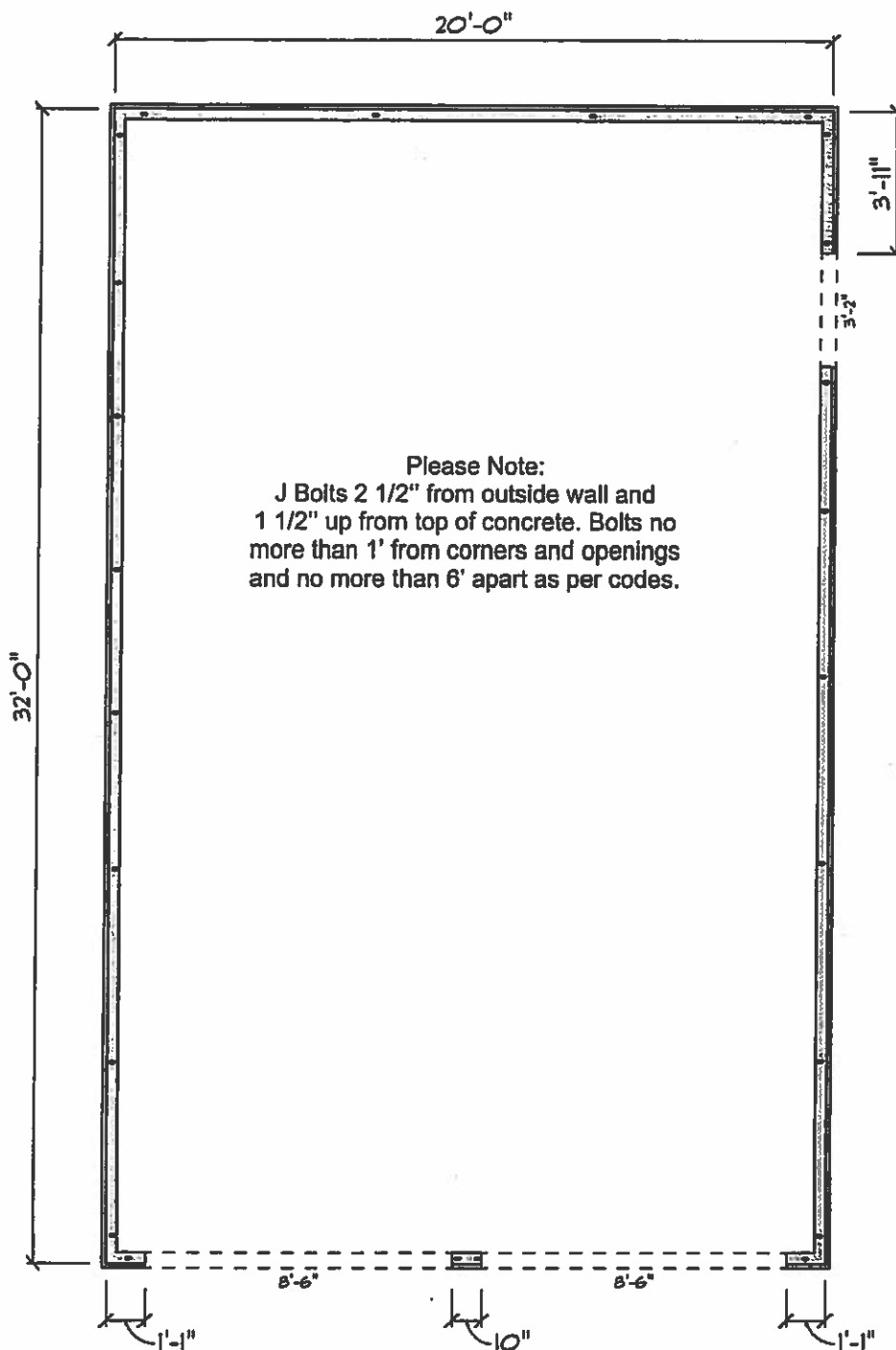
Snow Load: 40 psf  
Wind Load: 115 mph  
Weathering: Severe  
Termite: Moderate to Heavy  
Decay: Slight to Moderate  
Flood Hazard: see Local Flood Map

**Job Name:**

Bruce Wemek  
4606 Queensbury Rd  
Riverdale, MD 20737

**Dimensions:**

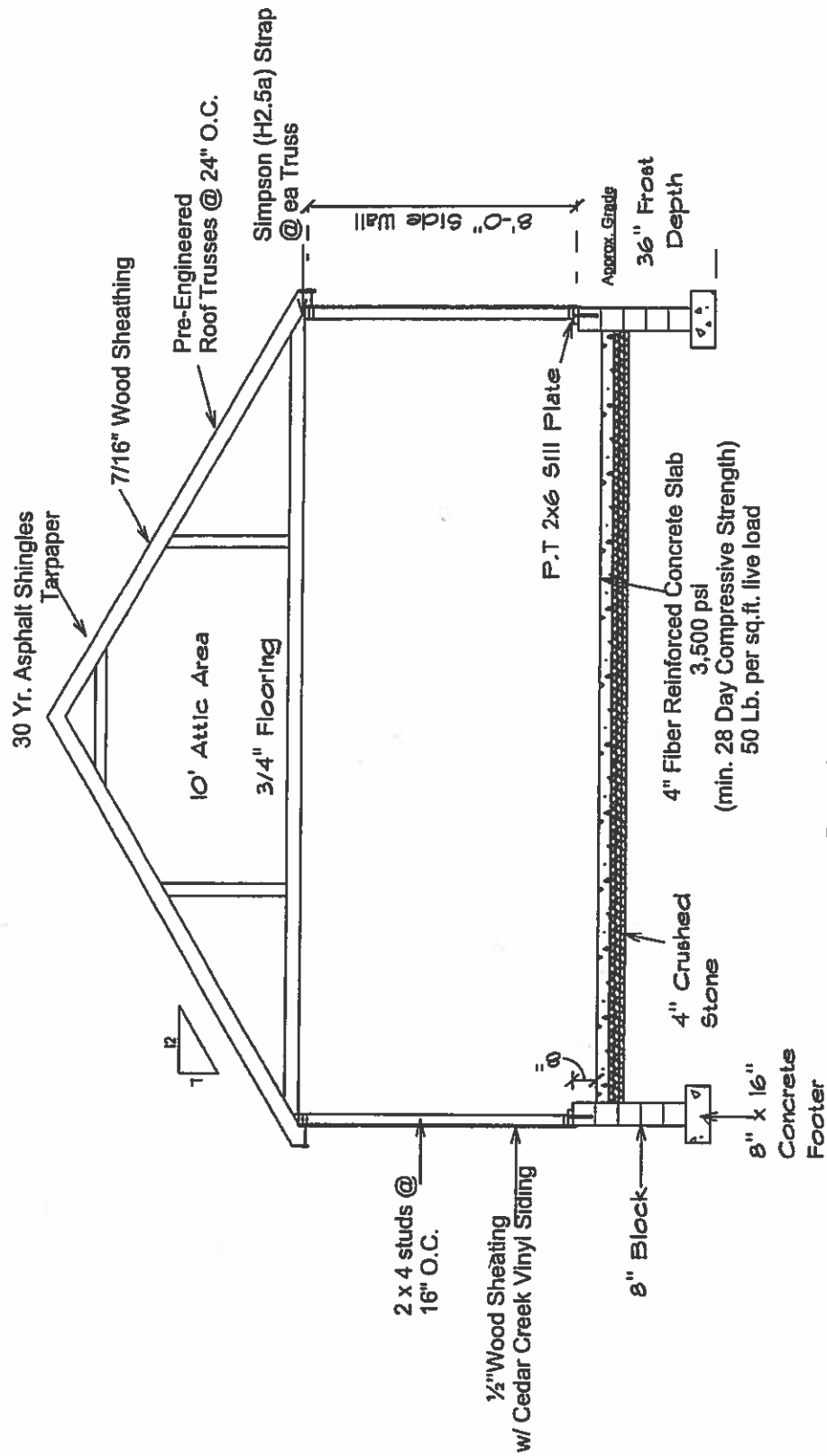
20X32



## Concrete Plan

| <u>Construction Notes:</u>  | <u>Job Name:</u>   | <u>Dimensions:</u> |
|---|--|--------------------|
| Snow Load: 40 psf<br>Wind Load: 115 mph<br>Weathering: Severe<br>Termite: Moderate to Heavy<br>Decay: Slight to Moderate<br>Flood Hazard: see Local Flood Map | Bruce Wernick<br>4606 Queensbury Rd<br>Riverdale, MD 20737 | 20X32              |





## Section Detail

### Dimensions:

**20X32**

### Job Name:

Bruce Wernick  
4806 Queensbury Rd  
Riverdale, MD 20737

### Construction Notes:

Snow Load: 40 psf  
Wind Load: 115 mph  
Weathering: Severe  
Termites: Moderate to Heavy  
Decay: Slight to Moderate  
Flood Hazard: see Local Flood Map

**RDA**  
REAL ESTATE DEVELOPMENT TECHNOLOGY ASSOCIATES INC.  
ENGINEERS • LAND PLANNERS • LAND SURVEYORS  
15207A MARLBORO PIKE • FORD OFFICE BUILDING  
UPPER MARLBORO, MARYLAND 20772  
PHONE (301) 627-3100



# **Town of Riverdale Park, Maryland**

## **Town Administration**

TO: Paul Smith, Acting Town Manager

FROM: Jessica Barnes, Town Clerk

Cc: Leadership Team

DATE: May 17, 2019

RE: Closure of Town Center parking lot from 12 a.m. to 10 p.m. on June 15, 2019 for  
*Countdown to the Centennial* Kickoff Event

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### **Action Requested**

No action is requested at the May 20<sup>th</sup> Council Work Session. Staff requests that the Mayor and Council approve the closure of the Town Center parking lot from 12:00 a.m. to 10:00 p.m. on June 15, 2019 for the *Countdown to the Centennial* Kickoff Event at the June 3<sup>rd</sup> Legislative Meeting.

### **Overview**

The Town's *Countdown to the Centennial* Kickoff Event is scheduled for Saturday, June 15<sup>th</sup> from 4:00 p.m. to 8:00 p.m. In order to prepare for and hold the event, the closure of the Town Center parking lot from 12:00 a.m. to 10:00 p.m. on June 15, 2019 is requested.



# **Town of Riverdale Park, Maryland**

## **Town Administration**

TO: Paul Smith, Acting Town Manager

FROM: Jessica Barnes, Town Clerk

Cc: Leadership Team

DATE: May 17, 2019

RE: Rescheduling of Council Orientation

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### **Action Requested:**

Staff requests that the Mayor and Council select a date for an orientation for the newly elected administration.

### **Background:**

Town elections were held on Monday, May 6, 2019 and the swearing-in of the new administration will be held on June 3, 2019.

Staff have confirmed that Town Attorney Fred Sussman is available on the following dates to provide an orientation for the newly elected Mayor and Council:

May 21, 22, 29 and 30

June 3, 5 and 6





# **Town of Riverdale Park, Maryland**

## **Office of Development Services**

TO: Paul Smith, Acting Town Manager

FROM: Kevin Simpson, Development Services Director

CC: Staff Leadership Team

DATE: May 17, 2019

RE: Prince George's County Public Safety Surcharge

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### **Action Requested:**

No action is required at this time. Staff seeks an opportunity to brief the Mayor and Council on outstanding public safety surcharge fees collected by Prince George's County and owed to the Town, and the implementation of internal systems and processes to ensure timely receipt of funds in the future.

### **Background:**

According to Prince George's County Code, a public safety surcharge is imposed on new residential construction for which a Preliminary Plan was approved prior to July 1, 2005. The County collects this surcharge as development-related fees during the permitting process. Municipalities with a police department are allotted twenty-five percent (25%) of the surcharge that the County collects. Please note that the disbursement of the surcharge to municipalities are not processed automatically. Municipalities must make a request to the County for the disbursement of the surcharge.

Pursuant to the County Code, once the surcharge is disbursed, municipalities can use the funds only for the following:

1. The construction or rehabilitation of public safety facilities; or
2. The purchase of equipment or communications devices used in connection with law enforcement, firefighting, or emergency services activities, including protective body armor, surveillance devices, weapons, ladder trucks, ambulances, police cruisers, and rescue vehicles.

Staff researched this development fee and its history relevant to residential construction in the Town. In working with the Prince George's County Office of Management and Budget (OMB), staff and the County agree that the Town is owed at least **\$75,241.75** for outstanding public safety surcharge fees, dating back to 2015 for qualified development projects. This payment is projected

**Town Hall • 5008 Queensbury Road • Riverdale Park • Maryland 20737**

[www.RiverdaleParkMD.gov](http://www.RiverdaleParkMD.gov)

**Telephone - 301.927.6381**

to be made to the Town in the next 6 to 12 weeks. When received, the funds will be added to the Town's Capital Improvement Fund (restricted revenue).

Staff is continuing to research potentially qualifying development that occurred between the initiation of this surcharge in 2005 and 2015. Additionally, staff have implemented an internal process to flag qualifying development and to ensure timely follow-up with the County on the disbursement of funds.

Staff will be available to address any questions from the Mayor and Council at the May 20<sup>th</sup> Work Session.



# **Town of Riverdale Park, Maryland**

## **Office of Development Services**

TO: Paul Smith, Acting Town Manager

FROM: Kevin Simpson, Development Services Director

CC: Staff Leadership Team

DATE: May 17, 2019

RE: Community Garden

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### **Action Requested:**

No action is required at this time. Staff is informing the Mayor and Council on an upcoming plan to develop a community garden in Town.

### **Background:**

In keeping with the 2018 and 2019 Calendar Year Goals, staff is developing a plan to install a community garden in Town. The goal is to address food insecurities and create an outdoor space where residents will take part in organic growing, learn about environmental sustainability, and create a stronger connection to Town.

In the fall of 2018, students from the University of Maryland Environmental Science and Policy Program researched options for the construction of a community garden. Staff is seeking to combine the community garden concept with the need to repurpose the Town-owned property at 6401 51<sup>st</sup> Avenue. Staff will work with the community to deliver a community garden sometime this summer and to improve the existing structure. Moreover, UMD faculty and staff have expressed interest in remaining involved in this project.

Staff is available to address any questions from the Mayor and Council at the May 20<sup>th</sup> Work Session.



**Town of Riverdale Park**  
**Public Hearing regarding Tax Rate**  
**May 6, 2019**  
**8:00 p.m.**

**In Attendance**

Mayor Alan K. Thompson  
CM Marsha Dixon, Ward 1  
CM Aaron Faulx, Ward 2  
CM David Lingua, Ward 3

Jessica Barnes, Town Clerk  
Kevin Simpson, Development Services Director  
Ivy Lewis, Public Projects and Services Director

**Call to Order**

Mayor Thompson called the public hearing to order at 8:20 p.m.

Mayor Thompson read the notice that was advertised in the *Enquirer-Gazette* on April 25, 2019, and asked for public comments.

There were no public comments.

**Adjournment**

Mayor Thompson closed the public hearing at 8:30 p.m.

**Town of Riverdale Park**  
**Legislative Meeting Minutes**  
**May 6, 2019**  
**8:00 p.m.**

**In Attendance**

Mayor Alan K. Thompson  
CM Marsha Dixon, Ward 1  
CM Aaron Faulx, Ward 2  
CM David Lingua, Ward 3  
CM Christopher Henry, Ward 4

Jessica Barnes, Town Clerk  
Kevin Simpson, Development Services Director  
Ivy Lewis, Public Projects and Services Director

**Call to Order**

Mayor Thompson called the Legislative Meeting to order at 8:30 p.m.

**Pledge of Allegiance**

The Pledge of Allegiance was recited followed by a moment of reflection.

**Approval of Agenda**

CM Lingua made a motion to approve the agenda as amended. The motion was seconded by CM Dixon. Vote: 3-0-1 (favorable, Mayor Thompson abstained)

*Discussion:*

Mayor Thompson recommended the following changes to the agenda:

1. Move all reports to the end of the agenda prior to adjournment.
2. Change Consent Agenda Item 2 to reflect approval with the condition that the applicant procure and install a rain barrel to offset the additional lot coverage.
3. Add Consent Agenda Item 5: Established the Town of Riverdale Park as a co-sponsor of Trolley Trail Day on June 8, 2019, and to authorize the Town Manager to make the appropriate arrangements as needed.
4. Move Legislative Action Item 4 to Consent Agenda Item 6
5. Move Legislative Action Item 6 to Consent Agenda Item 7 with the change to read: Motion to authorize the Town Manager, in consultation with the Mayor, to send a letter to Washington Metropolitan Area Transit Authority (WMATA) Board of Directors opposing sale of parcel on Baltimore Avenue and Albion Road

**Presentation**

Proclamation for Public Works Week

Mayor Thompson read a proclamation, in English and in Spanish, recognizing May 19 to May 25, 2019 as Public Works Week in the Town of Riverdale Park. Operations Manager James Davis accepted the proclamation on behalf of the Department of Public Works.

Election Judges Report

CM Dixon made a motion to adopt the report from the Election Judges. The motion was seconded by CM Lingua. Vote: 3-0-1 (favorable, Mayor Thompson abstained)

Chief Election Judge Geraldine Gee thanked everyone for coming out to vote and reported the following:

Alan Thompson received 303 votes  
Marsha Dixon received 74 votes  
Spiro Dimakas received 33 votes  
Aaron Faulx received 106 votes  
David Lingua received 51 votes  
Christopher Henry received 39 votes  
Colleen Richardson received 9 votes  
Hala Mayers received 10 votes

There were 329 total voters and 10% of all registered voters voted in the May 6<sup>th</sup> election.  
There were 27 same-day voter registrations.

The Council thanked the Election Judges for their service.

### **Correspondence Summary**

The Correspondence Summary was included in the meeting materials.

### **Mayor's Report**

Mayor Thompson thanked everyone who came out to vote and the Election Judges for their service. Mayor Thompson also expressed his appreciation for the opportunity to serve for another 2-year term.

### **Acting Town Manager's Report**

Mayor Thompson stated that Acting Town Manager Smith was unable to attend the meeting due to a family emergency.

Town Clerk Barnes reported:

- Economic Development Week activities: Reception on May 8<sup>th</sup> at 5:30 p.m. prior to the Business Association Meeting and businesses invited to provide profiles to be promoted on the Town's social media platforms
- Council Orientation scheduled for May 13 and Town Attorney Fred Sussman would be attending
- Council Work Session will be held on May 20
- Town Hall and the Department of Public Works will be closed on May 27<sup>th</sup>

### **Finance Report**

Town Clerk Barnes reported, as of April 30, 2019, subject to audit:

Expenses: \$694,438

Revenue: \$236,346

CM Lingua made a motion to adopt the Finance Report subject to audit. The motion was seconded by CM Faulx. Vote: 4-0-1 (favorable, Mayor Thompson abstained)

### **Fire Department Report**

The Fire Department's report was included in the meeting materials.



## **Council Committee & Ward Reports**

Mayor Thompson reported that CM Mayers and CM Richardson were unable to attend the meeting due to illness and a family emergency.

### **CM Marsha Dixon, Ward 1**

CM Marsha Dixon reported that Trolley Trail Day would be held on June 8<sup>th</sup> and a Teacher Appreciation event would be held on May 7<sup>th</sup> at Riverdale Elementary School.

### **CM Aaron Faulx, Ward 2**

CM Aaron Faulx thanked Ward 2 voters and stated that he was looking forward to the opportunity to continue to serve. CM Faulx also thanked his wife, Mayor Thompson, and Sarah Weyland.

### **CM David Lingua, Ward 3**

CM David Lingua reported:

- CKAR CDC would meet on May 14<sup>th</sup>
- May 18<sup>th</sup> CKAR CDC Capital Campaign would begin
- Received correspondence from CM Glaros regarding the Purple Line issue discussed at a previous meeting and requested that the information be placed on the Town's website, if there were no objections
- Thank you to Ward 3 voters

### **CM Christopher Henry, Ward 4**

CM Christopher Henry thanked his constituents and stated that he was looking forward to serving for the next two years.

## **Public Comments on Non-Agenda Items and Consent Agenda Items**

There were no public comments.

## **Consent Agenda**

Motion to approve consent agenda items:

1. Fence Permit Request: 5702 Riverdale Road; 6-foot vinyl fence (Ward 4)
2. Authorize Town Manager to send a letter to Prince George's County Board of Zoning Appeals regarding variance request for 4504 Queensbury Road; variances of 17 feet front yard depth for the dwelling, 19 feet front street line setback 58 feet front street line setback both abutting Beale Circle for an accessory building and of 7.7% net lot coverage (Ward 1)
3. Authorize Town Manager to send a letter to Prince George's County Department of Permitting, Inspections, and Enforcement in support of Food Truck Hub at Town Center Market
4. Minutes: April 1, 2019 Legislative Meeting, March 25, 2019 Work Session, and February 4, 2019 Legislative Meeting
5. Establish the Town of Riverdale Park as a co-sponsor of Trolley Trail Day on June 8, 2019, and to authorize the Town Manager to make the appropriate arrangements as needed.
6. Authorize the Town Manager to send a letter of support regarding stop signs in Town of Riverdale Park- Riverdale Park Station (TRP-RPS)
7. Authorize the Town Manager, in consultation with the Mayor, to send a letter to Washington Metropolitan Area Transit Authority (WMATA) Board of Directors opposing sale of parcel on Baltimore Avenue and Albion Road

CM Lingua made a motion to approve the Consent Agenda as amended. CM Dixon seconded the motion. Vote: 4-0-1 (favorable, Mayor Thompson abstained)

### **Legislative Action Items:**

1. Introduction of Ordinance 2019-OR-05 regarding the FY2020 Operating and Capital Improvement Budget

CM Lingua introduced Ordinance 2019-OR-05 regarding the FY2020 Operating and Capital Improvement Budget and read the purpose section of the ordinance.

2. Motion to adopt Ordinance 2019-OR-04 regarding Competitive Negotiated Sale of 4603 East West Highway

CM Lingua made a motion to adopt Ordinance 2019-OR-04 regarding Competitive Negotiated Sale of 4603 East West Highway. The motion was seconded by CM Dixon. Vote: 3-0-2 (favorable, Mayor Thompson and CM Henry abstained)

3. Motion to authorize Public Projects and Services Director Ivy Lewis to issue and sign checks if the Acting Town Manager is for any reason unavailable to issue and/or sign checks, effective May 6, 2019

CM Faulx made a motion to authorize Public Projects and Services Director Ivy Lewis to issue and sign checks if the Acting Town Manager is for any reason unavailable to issue and/or sign checks, effective May 6, 2019. The motion was seconded by CM Lingua. Vote: 4-0-1 (favorable, Mayor Thompson abstained)

#### *Discussion:*

Mayor Thompson discussed the reason that legislative action was needed.

Sheila Smith, of 5001 Riverdale Road, asked if there would be changes after the Town Manager returned from leave. Mayor Thompson stated that the legislative action specified that the authorization to sign checks was based on an Acting Town Manager being in place. Ms. Smith asked if the Mayor was authorized to sign checks and Mayor Thompson stated that he was not authorized to sign checks as part of the change in the form of government.

4. Motion to repeal and replace Resolution 2019-R-03 appointments to Board of Election Appeals for the May 6, 2019 Town election

CM Lingua made a motion to repeal and replace Resolution 2019-R-03 appointments to Board of Election Appeals for the May 6, 2019 Town election. The motion was seconded by CM Dixon. Vote: 4-0-1 (favorable, Mayor Thompson)

#### *Discussion:*

Mayor Thompson read the names that were added to the resolution.

### **Unfinished Business**

There was no unfinished business.

### **New Business**

#### Renaming of MARC Train Station

Mayor Thompson discussed changing the name of the MARC Train Station and the timing of the change.

**Adjournment**

CM Lingua made a motion to adjourn the meeting at 9:07 p.m. The motion was seconded by CM Dixon. Vote: 3-0-1 (favorable, Mayor Thompson abstained)