

**COUNCIL OF SEAT PLEASANT
REGULAR WORK SESSION AGENDA
MONDAY, MAY 2, 2016
6:00 P.M.**

1. Opening
 - 1.1.1. Call to Order
 - 1.1.2. Roll Call
 - 1.1.3. Invocation and Pledge of Allegiance
 - 1.1.4. Approval of Agenda

2. Presentation
 - 2.I. None

3. Reports
 - 3.I. City Administrator Report-Robert L. Ashton, Acting City Administrator

 - 3.II. Departmental Reports

Documents: [CITY CLERK MONTHLY REPORT APRIL 2016.PDF](#), [CODE ENFORCEMENT DEPARTMENT MONTHLY REPORT APRIL 2016.PDF](#), [NUISANCE AND ABATEMENT DEPARTMENT MONTHLY REPORT APRIL 2016.PDF](#), [POLICE DEPARTMENT MONTHLY REPORT APRIL 2016.PDF](#), [PUBLIC WORKS DEPARTMENT MONTHLY REPORT APRIL 2016.PDF](#)

4. Legislation
 - 4.I. None

5. Unfinished Business
 - 5.I. Bates Refuse Contract

6. New Business
 - 6.I. Smart City With An Innovative Village

Documents: [WHAT IS SMART CITY.PDF](#)

 - 6.II. Seat Pleasant Green Initiative

Documents: [SEAT PLEASANT GREEN PROGRAM.PDF](#)

 - 6.III. Handheld Speed Camera Device Enforcement

 - 6.IV. Support Of President Obama Selection To Fill Vacant Supreme Court Judge Seat

Documents: [PRESIDENT OBAMA SUPREME COURT NOMINEE RESOLUTION.PDF](#)

 - 6.V. Revise Council Committee List

Documents: [REVISED COUNCILMANIAC COMMITTEE LIST 092815.PDF](#)

7. Announcements

- 7.I. City Council Budget Changes Review, Tuesday, May 3, 2016, Seat Pleasant City Hall-Council Chambers At 6:00p.m.
 - 7.II. 85th Annual Seat Pleasant Day, Saturday, May 7, 2016, Parade At 11:00a.m., Park Activities At 12:00p.m.
 - 7.III. Council Vacancy Public Hearing, Monday, May 9, 2016, Seat Pleasant City Hall-Council Chambers At 6:00p.m.
 - 7.IV. Public Session, Monday, May 9, 2016, Seat Pleasant City Hall-Council Chambers At 7:00p.m.
 - 7.V. Ward II Meeting, Sunday, May 15, 2016, Seat Pleasant Activity Center, 5720 Addison Rd., Seat Pleasant, MD From 12:00p.m.-2:00p.m.
 - 7.VI. Walk To Fitness, Sunday, May 22, 2016 From Seat Pleasant Activity Center, 5720 Addison Rd., Seat Pleasant, MD At 12:30p.m.
 - 7.VII. Seat Pleasant Community Ward Clean-Up, Saturday, May 28, 2016 For Ward I & Ward II From 7:00a.m.-2:00p.m.
 - 7.VIII. Regular Work Session, Monday, June 6, 2016, Seat Pleasant City Hall-Council Chambers At 6:00p.m.
 - 7.IX. Seat Pleasant Community Ward Clean-Up, Saturday, June 11, 2016 For Ward III & Ward IV From 7:00a.m.-2:00p.m.
 - 7.X. Public Session, Monday, June 13, 2016, Seat Pleasant City Hall-Council Chambers At 7:00p.m.
 - 7.XI. Seat Pleasant Community Ward Clean-Up, Saturday, June 18, 2016 For Ward V From 7:00a.m.-2:00p.m.
8. Adjourn

THE MEETINGS ARE BEING RECORDED, PLEASE TURN OFF ALL CELLULAR DEVICES AND PAGERS DURING THE MEETING, PLEASE REMAIN QUIET, UNLESS ADDRESSING THE COUNCIL
SEAT PLEASANT TAX CODE IS '1721', PLEASE ENSURE TO AFFIX LABEL WHEN RETURNING YOUR TAX BILL.



DEPARTMENTAL MONTHLY REPORTING FORM

Department: CITY CLERK	Date Submitted: 04/28/16
Month: April	

Last Month (Synopsis/Issues/Achievements):

The City Clerk will staff meetings for the month of March, prepared the agenda for each meeting, retrieved supporting documentation, disseminate meeting packets, post electronic agenda on website. The City Clerk prepared the monthly newsletter articles for the Council President and the Clerk's Office. The City Clerk prepared the monthly reports for the Council President and the Clerk's Office. The City Clerk drafted and submitted legislation to the City Attorney for review and approval before Council approved Resolution R-16-10. The City Clerk continues to study and complete the courses for the parliamentary classes. The City Clerk attended the Budget Hearings and Council Budget Review sessions. The City Clerk worked with the Acting City Administrator for Administrative Professional Day.

The City Clerk finalized the accommodations for the elected officials and staff attending the Annual Municipal League Conference in Ocean City, MD. The City Clerk completed travel packets for the Mayor and Chief/Sgt. Perez for training. The City Clerk prepared flyers for Council upcoming Ward Meetings. The City Clerk prepared and mailed the Public Hearing Notice to fill Council Vacancy. The City Clerk will continue to post meeting minutes and legislation on the city's website from 1930's to current.

Current Month (Synopsis/Issues/Achievements):

The City Clerk will staff meetings for the month of May, prepares the agenda for each meeting, retrieve supporting documentation, disseminate meeting packets, post electronic agenda on website. The City Clerk will prepare the monthly newsletter articles for the Council President and the Clerk's Office. The City Clerk will prepare the monthly reports for the Council President and the Clerk's Office.

The City Clerk will continue to study and complete the courses for the parliamentary class. The City Clerk will continue to post meeting minutes and legislation on the city's website from 1930's to current. The City Clerk will work the City Council and staff on legislation for the City. The City Clerk will prepare legislation for Council consideration for the month of May. The City Clerk will attend the 85th Annual Seat Pleasant Day.

Next Month (Goals/Targets)

The City Clerk will staff meetings for the month of June, prepare the agenda for each meeting, retrieve supporting documentation, disseminate meeting packets, post electronic agenda on website. The City Clerk will prepare the monthly newsletter articles for the Council President and the Clerk's Office. The City Clerk will prepare the monthly reports for the Council President and the Clerk's Office.

The City Clerk will continue to post meeting minutes and legislation on the city's website from 1930's to current.

The City Clerk will work the City Council and staff on legislation for the City.

Department Statistics:

(Adjust the Title(s) as appropriate for your department)(Add additional sheets/blocks if necessary)

<u>COMMITTEE ASSINGMENT</u>	<u>DATE ASSIGNED</u>	<u>COMMITTEE MEETING DATE</u>	<u>RESULTS</u>
Economic Development, Housing and Planning Committee-Vacant Housing	02/02/15	03/23/15	The Committee recommended and finalized the Vacant Property Registration Fee, which was approved by the City Council on 04/11/16
Public Safety, Civil Rights-Police Department Non Profit	02/02/15	02/17/15 Meeting was cancelled due to inclement weather. Meeting held on 02/19/15	Pending
Government Affairs and Technology Committee- 8d Amend City Charter to modify boundaries	05/04/15	11/30/15	City Clerk e-mailed the assignment to the committee on Thursday, May 14, 2015.
Economic Development, Housing and Planning Committee- 4b Establish a business code for the City 4c Redevelop ongoing	05/04/15	06/08/15	The committee recommended the adoption of a Vacant Property Registration code, which was approved by the City

plans for 311 68th Pl.- Plan presented on Monday, May 4, 2015			Council on Monday, December 14, 2015. The committee will be reviewing a business code to be considered by the Council.
Finance and Budget Committee- 8b Budget/fund production of survey and maps	05/04/15	11/20/15	City Clerk e-mailed assignment to committee on Thursday, May 14, 2015.
Human Services, Health and Education Committee-3a Health and Education Committee chair to establish formal municipal/education partnerships with Seat Pleasant Elementary School. 5a Resolution to support becoming a sustainable MD certified community- Implementi ng specified activities to attain certification. 6a Conduct community survey at ward and town meetings with City Council	05/04/15	TBD	City Clerk e-mailed the assignment to the committee on Thursday, May 14, 2015
Public Safety, Civil Rights Committee- 2a Support Community Public Advisory Safety Committee 2b Understand the future of Seat Pleasant firehouse	05/04/15	01/13/16	The Public Safety Committee met with the Chief Cutillo regarding the Ordinance to amend Chapter 35-Police Department.

The City Clerk resubmitted the assignments to the committee's in October 2015. The committees has been meeting to implement or recommend new policies for the City.



DEPARTMENTAL MONTHLY REPORTING FORM

Department: Code Enforcement	Date Submitted: April 2016
Month: March 18, 2016-April 15, 2016	Submitted by: Chane'e L. Williams

Last Month (Synopsis/Issues/Achievements):

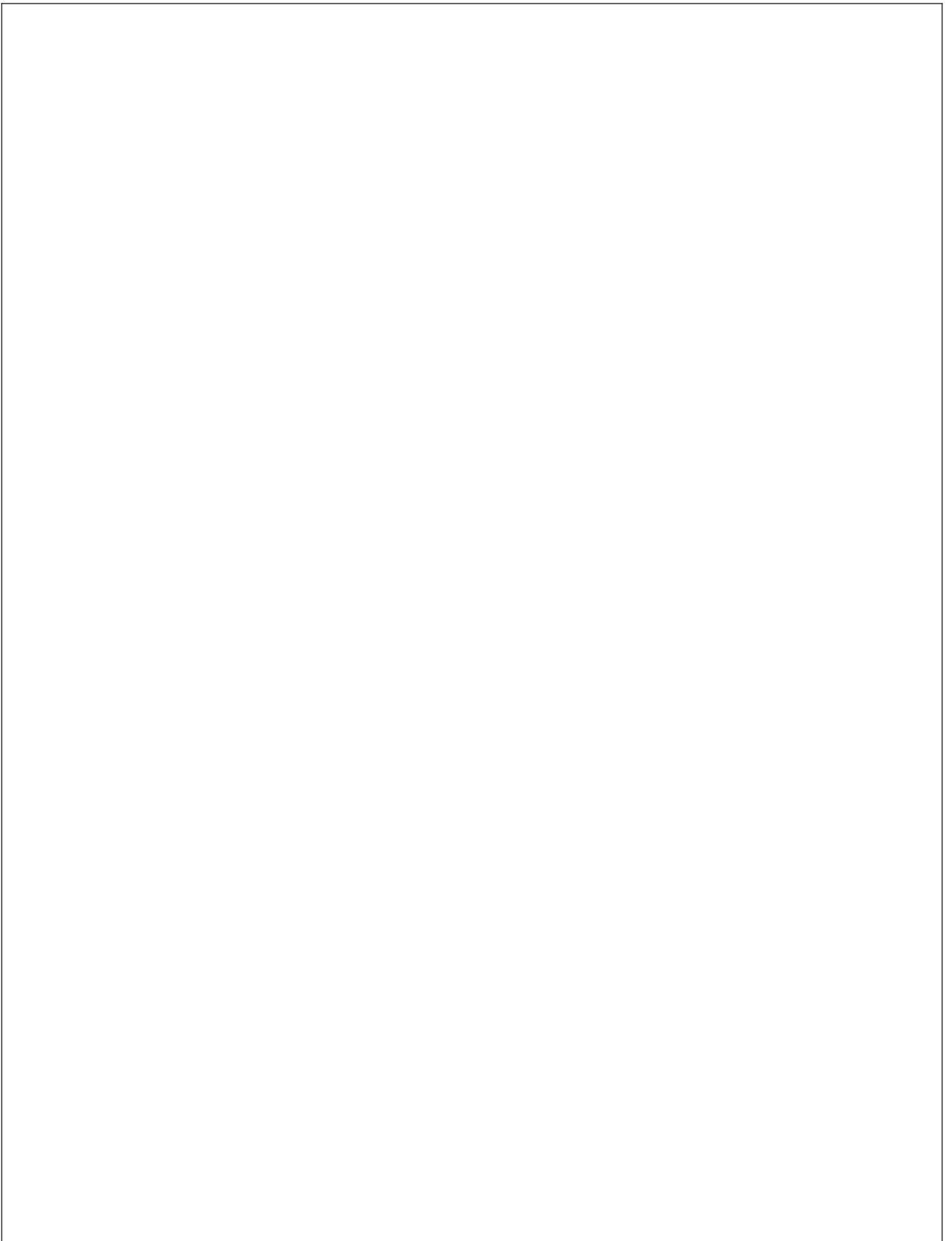
- Last period, we attended court sessions with 35 cases; most cases were from the period of October-December 2015.
- The rental and business license permit process began last period; letters were sent out on March 1st.
- There was an influx of renewals shortly after the first delivery of letters; we will follow up next month with a SECOND NOTICE in hopes to lessen the rush towards the deadline.
- In response to several complaints in the Capitol Heights area, I made successful contact with the Code Enforcement Officers and placed them in contact with the residents.
- The Code Enforcement Office has recently made a commitment to actively seeking out vacant properties and making the effort to find whoever owns them. Currently, I am developing a piece that I am seeking to get approval on to be submitted in the Monthly Newsletter. The efforts of the community will definitely have a large impact.
- CVS responded to the citations that we have been submitting to their corporate office (RI); last week during my commercial property checks, the trash dumping area behind CVS was clean!
- The Code Enforcement Office responded to several resident complaints regarding squatters and abandoned vehicles; anything beyond the scope of Code Enforcement has been referred to the Police Department as usual.

Current Month (Synopsis/Issues/Achievements):

- The rental and business license permit process is slowly progressing; in the beginning it seemed to be moving swiftly but it seems as though we have slowed down.
- Second rounds of notices were sent out this past week to all the businesses that did not respond to the first round.
- We are in the season of grass growth; I have been conducting foot patrol (and continue) for each street in Seat Pleasant as an early effort to curtail overgrown grass and weed growth.
- Thus far, I have placed 48-hour corrective notices on over 90 doors of residential and business owners.
- I have placed two Stop Work Orders on homes that were in violation of the building permit policy; follow-up will continue.
- At current, one builder has been continuously fined for building without proper documentation; permit inspections will continue as usual.
- Commercial business have been compliant with regards to keeping their property free of trash and debris; CVS has made the most significant progress
- Abandoned and unregistered vehicle continue to plague the city. With the help of the Police Department, we are doing all that we can to eliminate as many as possible.
- I have been called out for several different things this period: animal-related issues, property line questions, tree-related questions and various things pertaining to property maintenance.
- In each case that extended beyond the scope of Code Enforcement, I was able to refer the resident to the proper resource.

Next Month (Goals/Targets):

- Continuous monitoring for abandoned and unregistered vehicles
- Continuous scoping for illegal building and construction
- With the approval from the Acting City Administrator, I will introduce to the Newsletter a few bullet points for homeowners that may be in homeownership “limbo”.
- Follow up with businesses that have not responded to our FIRST and SECOND round of renewal notices





DEPARTMENTAL MONTHLY REPORTING FORM

Department: Nuisance and Abatement	Date Submitted: April 21, 2016
Month: March 24, 2016 – April 21, 2016	By: Ukkundo'Oohwaka

Last Month (Synopsis/Issues/Achievements):

Answered phone calls of citizens complaint

Talked to citizens to see if there were any complaints in the neighborhood

Prepared 2017 Nuisance and Abatement Budget

Budget Meeting with Mayor Eugene Grant, Robert Ashton and Orson Carter

Municipal Infractions to Nuisance Properties:

1. 510 67th Place
2. 510 69th Street
3. 520 69th Street
4. 5931 Addison Road

Vacant houses

1. Adding the Vacant house registration fee to the Vacant House legislation
2. Renewing the vacant house listing
3. Contacting contractors and realtors to buy and sell houses to renovate or rent
4. Notices to owners of unsecured vacant properties
5. Municipal Infraction to unsecured, unmaintained vacant properties

Commercial Establishments:

1. Loitering is still active around Yost Place (Informed Police Department)
2. CVS was fined by court and has cleaned the trash area.
3. Sav A Lot and Family Dollar were fined and area is cleaned.
4. Auto Zone was fined and area is cleaned.

Reported PEPCO light outages

Mailed first notices to Business owners to renew their 2017 Business License

Current Month (Synopsis/Issues/Achievements):

1. The office of Nuisance and Abatement is currently preparing the Vacant Properties notice letter, update the vacant address listing and mail notices to vacant property owners.
2. Mailed the second notice of Business License to businesses to notify them of new license due date.
3. Continue weekly inspections of the entire City for nuisances.
4. Continue working with residents of neighborhood nuisances on the phone and in the city.
5. Working with the county social workers for residents with no water.

Next Month (Goals/Targets)

The office of Nuisance & Abatement are working to streamline the processes currently in place, and reduce redundant work processes, which will result in greater use of man hours.

We are working on getting the Code Enforcement car set-up for mobile use, to include a mobile data computer, mobile printer, and citation printer. This will enable both the Code Enforcement Officer and Nuisance & Abatement Officer to complete the majority of our work in the field, instead of having to return to the office, complete the documentation, and then return to the field to cite the problem.

The goals of the targets for Nuisance and Abatement next month are as follows;

1. Continue to work with our Treasurer Department s to track all paid Business & Municipal Infractions.
2. Continue weekly inspections of the entire City for code nuisance violations.
3. Continue Operation Squatters to remove squatters out of vacant houses.
4. Continue Operation to eliminate loiters from gas stations and other commercial establishments



DEPARTMENTAL MONTHLY REPORTING FORM

Department: Police	Date Submitted: April 27, 2016
Month: April 2016 (as of April 27, 2016)	

Last Month: March 2016

Arrests / Calls for Service / Reports Written / Traffic Citations Issued

- 11 arrests were made
- 75 calls for service.
- 59 reports written.
- 85 traffic citations issued.

During the month of March 2016, officers spent approximately 15 hours, outside of routine patrol, conducting foot patrols, high visibility patrols, and attending community events.

In an effort to invest in the future of the department, as well as to increase staff capabilities and promote professionalism, officers attended approximately 40 hours of specialized training.

Current Month: April 2016

Arrests / Calls for Service / Reports Written / Traffic Citations Issued

- 14 arrests were made
- 48 calls for service.
- 43 reports written.
- 98 traffic citations issued.

During the month of April 2016, officers spent approximately 13 hours, outside of routine patrol, conducting foot patrols, high visibility patrols, and attending community events.

In an effort to invest in the future of the department, as well as to increase staff capabilities and promote professionalism, officers attended approximately 56 hours of specialized training.

Next Month: May 2016

- Continue to maintain high visibility patrol throughout the community.
- Strengthen our current community partnerships and strive to create new ones.
- Focus on warm weather quality of life issues.
- Attend and host community educational and informational events.
- Prepare for summer time weather crime issues.

Police Department Crime Statistics 2016 YTD:



DEPARTMENTAL MONTHLY REPORTING FORM

Department: Public Works	Date Submitted: April 8, 2016
Month: April	

Last Month (Synopsis/Issues/Achievements):

- Pipe and other minor repairs at Church on Gaskins Property. Issue caused severe flooding inside Church.
- Notification that the City may start PY40 Street Repairs on various street within the City
- Replacement of Welcome to Seat Pleasant sign on Central Ave. Damaged by motor vehicle
- Spring landscaping for Beautification of City Hall, Monument and Police Department
- Continuous maintenance and upkeep of City Storm Drains

Current Month (Synopsis/Issues/Achievements):

- Replacement of Welcome to Seat Pleasant sign on Central Ave. Damaged by motor vehicle
- Spring landscaping for Beautification of Goodwin Park, City Hall, Monument and Police Department
- Continuous maintenance and upkeep of City Storm Drains

Next Month (Goals/Targets)

- Replacement of Welcome to Seat Pleasant sign on Central Ave. Damaged by motor vehicle
- Spring landscaping for Beautification of Goodwin Park, City Hall, Monument and Police Department
- Continuous maintenance and upkeep of City Storm Drains

What is Smart City

The first question is what is meant by a 'smart city'. The answer is, there is no universally accepted definition of a smart city. It means different things to different people. The conceptualisation of Smart City, therefore, varies from city to city and country to country, depending on the level of development, willingness to change and reform, resources and aspirations of the city residents. A smart city would have a different connotation in India than, say, Europe. Even in India, there is no one way of defining a smart city.

Some definitional boundaries are required to guide cities in the Mission. In the imagination of any city dweller in India, the picture of a smart city contains a wish list of infrastructure and services that describes his or her level of aspiration. To provide for the aspirations and needs of the citizens, urban planners ideally aim at developing the entire urban eco-system, which is represented by the four pillars of comprehensive development-institutional, physical, social and economic infrastructure. This can be a long term goal and cities can work towards developing such comprehensive infrastructure incrementally, adding on layers of 'smartness'.

In the approach of the Smart Cities Mission, the objective is to promote cities that provide core infrastructure and give a decent quality of life to its citizens, a clean and sustainable environment and application of 'Smart' Solutions. The focus is on sustainable and inclusive development and the idea is to look at compact areas, create a **replicable model which will act like a light house to other aspiring cities**. The

Smart Cities Mission of the Government is a bold, new initiative. It is meant to set examples that can be replicated both within and outside the Smart City, catalysing the creation of similar Smart Cities in various regions and parts of the country.

The core infrastructure elements in a smart city would include:

- i. adequate water supply,
- ii. assured electricity supply,
- iii. sanitation, including solid waste management,
- iv. efficient urban mobility and public transport,
- v. affordable housing, especially for the poor,
- vi. robust IT connectivity and digitalization,
- vii. good governance, especially e-Governance and citizen participation,
- viii. sustainable environment,
- ix. safety and security of citizens, particularly women, children and the elderly,
and
- x. health and education.

As far as Smart Solutions are concerned, an illustrative list is given below. This is not, however, an exhaustive list, and cities are free to add more applications.

Smart Solutions

E-Governance and Citizen Services

- 1 Public Information, Grievance Redressal
- 2 Electronic Service Delivery
- 3 Citizen Engagement
- 4 Citizens - City's Eyes and Ears
- 5 Video Crime Monitoring

Waste Management

- 6 Waste to Energy & fuel
- 7 Waste to Compost
- 8 Waste Water to be Treated
- 9 Recycling and Reduction of C&D Waste

Water Management

- 10 Smart Meters & Management
- 11 Leakage Identification, Preventive Maint.
- 12 Water Quality Monitoring



Energy Management

- 13 Smart Meters & Management
- 14 Renewable Sources of Energy
- 15 Energy Efficient & Green Buildings

Urban Mobility

- 16 Smart Parking
- 17 Intelligent Traffic Management
- 18 Integrated Multi-Modal Transport

Others

- 19 Tele-Medicine & Tele Education
- 20 Incubation/Trade Facilitation Centers
- 21 Skill Development Centers

Accordingly, the purpose of the Smart Cities Mission is to drive economic growth and improve the quality of life of people by enabling local area development and harnessing technology, especially technology that leads to Smart outcomes. Area-based development will transform existing areas (retrofit and redevelop), including slums, into better planned ones, thereby improving liveability of the whole City. New areas (greenfield) will be developed around cities in order to accommodate the expanding population in urban areas. Application of Smart Solutions will enable cities to use technology, information and data to improve infrastructure and services. Comprehensive development in this way will improve quality of life, create employment and enhance incomes for all, especially the poor and the disadvantaged, leading to inclusive Cities.

Lisa Lincoln



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Phone 301-642-3135
lisa.l.lincoln@gmail.com | www.pggreen.org

Background

Zero Waste challenges us to think about how we manufacture, use, and reuse goods. As our landfills are filling up, we need to change behaviors, protect our natural resources, and clean up our communities. Zero Waste is an economic driver. Having a goal of zero waste will create jobs, attract businesses, and grow the local economy. It will also empower your community as everyone has a role to play in reaching the goal.

Proposal

Prince George's Green will create a green economic development plan for the City of Seat Pleasant. The focus will be developing a plan to meet the zero waste goal by 2026, but will encompass other aspects of the green economy: stormwater management, clean energy, green business, walkable trash free community, local food production, and green jobs.

Cost

\$8,000 to develop a plan (plan will take about 3 months to complete)

Prince George's Green

Prince George's Green is a 501 c3 designed to be a catalyst for the green economy. The current focus is green workforce development and green business development. Lisa Lincoln, the Executive Director of Prince George's Green, has community organizing, grant writing, project management, and teaching experience. She currently teaches at Prince George's Community College TeamBuilder's Academy, is opening a green business incubator, and is passionate about an inclusive green economy. Lisa chairs the Green Technology and Sustainability Committee for the Prince George's Chamber of Commerce, sits on the Board of Managers for Community Forklift as well as the Prince George's Dept of the Environment's Environmental Action Committee.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Lisa Lincoln". The signature is fluid and cursive, with a large initial "L" and "L".

Lisa Lincoln
Executive Director



THE UNITED STATES CONFERENCE OF MAYORS

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FAX (202) 293-2352
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Adopted March 14, 2016

Filling the Vacancy on the Supreme Court

1. **WHEREAS**, the sudden death of Justice Antonin Scalia on February 13, 2016 created a vacancy on the Supreme Court; and
2. **WHEREAS**, Justice Scalia made immeasurable contributions to our legal system and our nation; and
3. **WHEREAS**, the U.S. Constitution states that the President “shall nominate, and by and with the advice and consent of the Senate, shall appoint...judges of the Supreme Court...;” and
4. **WHEREAS**, mayors know that it is critical that government at all levels be fully functioning and that this is especially true of the Supreme Court, which has a full docket and several major cases pending this term,
5. **NOW, THEREFORE, BE IT RESOLVED**, that The United States Conference of Mayors urges the President to nominate an individual to fill the vacancy on the Supreme Court of the United States, and the Senate to fulfill its constitutional duty to consider that nomination.



City of Seat Pleasant

**CITY OF SEAT PLEASANT
COUNCIL COMMITTEE 'S
October 5, 2015-October 6, 2016**

COUNCIL PRESIDENT

ELENORA SIMMS

GOVERNMENTAL AFFAIRS & TECHNOLOGY

CHAIR- ARETHA A. STEPHENSON

REVERAL L. YEARGIN

ECONOMIC DEVELOPMENT, HOUSING & PLANNING

CHAIR- KELLY PORTER

GERALD R. RAYNOR, SR.

FINANCE & BUDGET

CHAIR- GERALD R. RAYNOR, SR.

KELLY PORTER

HUMAN SERVICES, HEALTH & EDUCATION

CHAIR- REVERAL L. YEARGIN

ELENORA SIMMS

PUBLIC SAFETY, CIVIL RIGHTS

CHAIR- ELENORA SIMMS

GERALD RAYNOR, SR.

PUBLIC WORKS & TRANSPORTATION

CHAIR- ARETHA A. STEPHENSON

KELLY PORTER

"A CITY OF EXCELLENCE "