

**COUNCIL OF SEAT PLEASANT  
REGULAR WORK SESSION AGENDA  
TUESDAY, JULY 5, 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. Acting City Administrator Report

Documents: [ACTING CITY ADMINISTRATOR REPORT FOR JUNE 2016.PDF](#)
  
  - 3.II. Departmental Reports

Documents: [CITY CLERK MONTHLY REPORT JUNE 2016.PDF](#), [CODE ENFORCEMENT DEPARTMENT MONTHLY REPORT JUNE 2016.PDF](#), [COMMUNITY SERVICES DEPARTMENT MONTHLY REPORT JUNE 2016.PDF](#), [NUISANCE AND ABATEMENT DEPARTMENT MONTHLY REPORT JUNE 2016.PDF](#), [FINANCE DEPARTMENT REPORT FOR THE MONTH OF JUNE 2016.PDF](#), [POLICE DEPARTMENT MONTHLY REPORT JUNE 2016.PDF](#), [PUBLIC WORKS DEPARTMENT MONTHLY REPORT JUNE 2016.PDF](#)
  
4. Legislation
  - 4.I. Ordinance O-17-01 Amendment Of Fiscal Year 2016-2017 Budget For The Feasibility Study

Documents: [ORDINANCE O-17-01 AMENDMENT OF FISCAL YEAR 2016-2017 FOR THE SMART CITY FEASIBILITY STUDY.PDF](#)
  
  - 4.II. Resolution R-17-01 Council Recess

Documents: [RESOLUTION R-17-01 COUNCIL RECESS 062816.PDF](#)
  
5. Unfinished Business
  - 5.I. Approval Of Refuse Contract
  
6. New Business
  - 6.I. None
  
7. Announcements
  - 7.I. Seat Pleasant Movie Night, Friday, July 8, 2016, Goodwin Park-311 68th Pl., Seat Pleasant, MD At 7:30p.m.
  
  - 7.II. Public Session, Monday, July 11, 2016, Seat Pleasant City Hall-Council Chambers At 7:00p.m.

- 7.III. Ward I Meeting, Saturday, July 23, 2016, Seat Pleasant City Hall-Council Chambers At 11:00a.m.
  - 7.IV. National Night Out, Tuesday, August 2, 2016, Seat Pleasant Activity Center, 5720 Addison Rd., Seat Pleasant, MD From 6:00p.m.-8:00p.m.
  - 7.V. Seat Pleasant Movie Night, Friday, August 5, 2016, Seat Pleasant Activity Center, 5720 Addison Rd., Seat Pleasant, MD At 7:30p.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.

***Acting City Administrator Report for June 2016***

***FROM THE DESK OF THE ACTING CITY ADMINISTRATOR  
ACTING CITY ADMINISTRATOR  
MONTHLY REPORT FOR JUNE 2016  
Submitted by Robert L. Ashton***

The Business and Rental License Renewal Process started the month of March. On June 30, 2016 we would have completed our first fiscal year of allowing our business another option of paying their bill on the city's web site . Several businesses have started processing payment though our web site. This initiative streamlines the business license process and speeds up the city's collection of our business licenses.

The city is in the process of conducting an analysis of the best way to fund a retirement plan.

Worked with the Grant Manger to obtain from the Department of Agriculture the approval of the Pre Loan Application.

Worked with the Public Works Director to prepare implementation schedules for stree improvements in Program Year 40 under Community Development Block Grant and Open Space Grant.

Coordinated the activities to insure that the city complied with all the requirements regarding the State of Maryland's Constant Yield.

Worked with the Human Resource Officer and Assistant Treasurer to finalize the procedures for the Dental and Vision Insurance Carrier.



## DEPARTMENTAL MONTHLY REPORTING FORM

Department: CITY CLERK	Date Submitted: 06/28/16
Month: June	

### ***Last Month (Synopsis/Issues/Achievements):***

The City Clerk staffed meetings for the month of June, prepared the agenda for each meeting, retrieved supporting documentation, disseminated 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 drafted and submitted legislations to the City Attorney for review and approval for the Smart City Projects before Council approved. The City Clerk continues to study and complete the courses for the parliamentary classes. The City Clerk attended meetings for the Smart City Project, arranged the signing of the contracts for the Smart City Project, Public Hearing for Smart City Project Renovation of City Hall and Public Work Facility. The City Clerk continue to work as the liaison for the Smart City Project to schedule and retrieve all documents for the Smart City Project. The City Clerk arranged for the newly appointed elected officials to attend the MML Annual Conference. The City Clerk prepared travel packets for the elected officials and staff to attend the MML Annual Conference.

The City Clerk prepared flyers for Council upcoming Ward Meetings. 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 July, 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 July.

The candidate packets for the 2016 Election are due on July 12, 2016 and the City Clerk will be meeting with the Board of Supervisor of Election to review and certify the candidates. The Board of Supervisor of Election will be review the Poll Worker Application and selecting poll workers to assist on the day of election.

**Next Month (Goals/Targets)**

The City Clerk will staff meetings for the month of September, as the City Council may recess for the month of August, 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.

The City Clerk and the Board of the Election Supervisors will conduct the city election on September 12, 2016.

**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- <b>Implementi ng specified activities to attain certification.</b> 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

<b>Department: Code Enforcement</b>	<b>Date Submitted: June 2016</b>
<b>Month: May 2016 – June 2016</b>	<b>Submitted by: Chane'e L. Williams</b>

### *Last Month (Synopsis/Issues/Achievements):*

- As we have experienced unusual levels of rain, the City has witnessed tremendous grass and weed growth
- Every street has been covered with regards to 48 hour notice (for all those that maintained an extreme amount of grass on their property)
- June 1, 2016 we will be commencing with fining ALL properties that were previously given a 48-hour corrective for code violations
- Another Stop Work Order was issued for a property on 68<sup>th</sup> Place; currently, the construction has been halted
- The Code Enforcement Office has not been to court since March; the next full set of cases will resume on July 20, 2016
- Tree limbs and the potentially dangerous exposure have increased in the City; notices to include a strict adherence to 48-hour removal will be exercised.
- Unregistered vehicles are still a common violation; measures are continued to be taken for either registration or removal
- At current, we have 28 businesses that have satisfied the requirements of business license renewal
- The Finance Department and Code Enforcement are working together to make sure that ALL businesses are compliant no later than June 30, 2016
- Single family rental licenses are coming in sporadically. As rental are being identified, notices are being sent to the homeowner
- As we are entering “grilling season”, I will be checking for improper grilling. Insofar, I have had a few residents attempt to grill in unsecure places.

***Current Month (Synopsis/Issues/Achievements):***

- On June 15, 2016 the Code Enforcement Office went out on foot to each business that had not paid for their 2016-2017 business license
- On that date, outstanding businesses were still at a high
- As we approach June 30, 2016, the CE office will continue to reach out to outstanding business with the expectation of 100% compliance by July 1.
- For this period, there were 12 calls for service to the Code Enforcement Office
- Downed power lines, water leakage, falling trees and vehicle-related issues were the main concern
- Unregistered vehicles are still a common violation; measures are continued to be taken for either registration or removal
- SolarCity has applied for several building permits in the City; for the period, the Code Enforcement Office has issued five
- The Code Enforcement Office was not placed on the docket for court for this period; CE will return to the docket on July 20<sup>th</sup>
- The Code Enforcement Office is continuing to enforce the non-usage of grills on the porch or anywhere in front of a residences or businesses; three residences were given a verbal warning

***Next Month (Goals/Targets):***

- By this time next month, The Code Enforcement Office will have prepared and distributed permits for each business in the City.
- Continuous monitoring for abandoned and unregistered vehicles
- Continuous monitoring for construction taking place without a permit
- All code enforcement related issues and concerns of the public



## DEPARTMENTAL MONTHLY REPORTING FORM

<b>Department: Community Services</b>	<b>Date Submitted: 5/5/2016</b>
<b>Month: May 2016</b>	

### ***Last Month (Synopsis/Issues/Achievements):***

Preparing for Seat Pleasant Day and preparing the newsletter were the main focuses. The newsletter was sent out on April 29th.

Ads on the radio began to run on 4/25 and will run until 5/8.

### ***Current Month (Synopsis/Issues/Achievements):***

For Seat Pleasant Day there were 10 parade participants.

There were also 10 non profit vendors.

UMD / non-profit vendors

8 food vendors

6 for profit vendors

4 performances

Even with the rain Seat Pleasant Day went well. I will have a follow up report to review the strengths and opportunities for the event.

The applications for the summer interns were turned in. I will call the students for interviews by June 10th

- Preparations for MML have begun. The booth focus will be on The City of Seat Pleasant being a Smart City.

The dates for the movie nights have been set and will be June 17th, July 8th and August 5th.

We will be collaborating with Seat Pleasant Elementary School for our Community Market in October. The vision for the market is to have vendors including a farmers market.

***Next Month (Goals/Targets)***

There will be three summer interns that will begin working at city hall from July 5th to August 19th. They will train for 4 days with The Training Source. I will meet with department head to see what each students task will be during the summer.

I will begin on contacting vendors for the upcoming Community Market.

I will also set the date for the Community Shred.

Advertising will be posted for all upcoming events.

***Department Statistics:***

<b>Event</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
Seat Pleasant Day	5/7/16	11 am to 5 pm	



## DEPARTMENTAL MONTHLY REPORTING FORM

<b>Department: Nuisance and Abatement</b>	<b>Date Submitted: July 5, 2016</b>
<b>Month: May 23, 2016 – July 5, 2016</b>	<b>By: Ukkundo'Oohwaka</b>

### ***Last Month (Synopsis/Issues/Achievements):***

1. Prepared Vacant Property data sheet
2. Mailed first vacant property registration notice
3. Continue working with residents of neighborhood nuisances on the phone and in the city.
4. Attended a Code Enforcement Zoning Organization Association meeting in Ocean City on Revitalization.
5. Prepared Business License third data sheet
6. Mailed third notice of Business License
7. Prepared the basis for steps of Municipal Infractions
8. Preparing for court for violated properties.
9. Continue to work with our Treasurer Department s to track all paid and unpaid Business, Nuisance and Abatement fees and Municipal Infractions payments.

### ***Current Month (Synopsis/Issues/Achievements):***

1. Prepared Business License
2. Mailed third Business Letter notices to Business owners
3. Handed fourth notice to unpaid Business owners
4. Update the vacant address listing
5. Mail notices to vacant property owners.
6. Continue working with residents of neighborhood nuisances on the phone and in the city.
7. Continue weekly inspections of the entire City for nuisances.
8. Attended MML and manned The City of Seat Pleasant Booth
9. Attended 2 classes at MML

**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.

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 and unpaid Business, Nuisance and Abatement fees and Municipal Infractions payments.
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 to work with the Police Department to eliminate loiters and squatters at vacant properties, gas stations and other commercial establishments.

**Department Statistics:**

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

**List of Nuisance properties:**

<b>Address:</b>	<b>Violation:</b>	<b>Condition:</b>	<b>Status:</b>
523 68 <sup>th</sup> Place	Squatters	Vacant house	Municipal Infraction
520 69 <sup>th</sup> Street	Squatters	Vacant house	Municipal Infraction
5911 Addison Road	No Permits Roof, fence, interior	Vacant church	Municipal Infraction
5918 Addison Road	Squatter	No water or electric	Municipal Infraction
615 Booker Drive	Nuisance neighbors	Noise, ruckus	Calm at this time
6302 Field Street	Vacant	No registration	New Owner
6303 Field Street	Unregistered Vehicle	Remove or Register	Trying to find owner
6221 Foote Street	Squatters (Owner died)	No water or electric	Municipal Infraction
7243 G Street	Drainage	Water run onto residents property	Working with owner
6705 James Farmer way	Squatters	Abandoned house	Municipal Infraction
6802 James Farmer way	Squatters	Abandoned house	Municipal Infraction
6804 James Farmer way	Squatters	Abandoned house	Municipal Infraction
6806 James Farmer way	Squatters	Abandoned house	Municipal Infraction
5702 MLK Jr., Hwy	Loitering	Comm. Est.	Municipal Infraction
6033 MLK Jr., Court	Squatters	Illegal water	Municipal Infraction



## Finance Department's Monthly Report

Department: Finance	Date Submitted: June 30 , 2016
Month: June	

### *Last Month (Synopsis/Issues/Achievements):*

1. **Cash Disbursement function synopsis/issue/achievement**
  - a. Processed 150 purchase orders for procurement of goods and services.
  - b. Verified account codes for proper assignment of budget expenditures for 140 purchase requisitions.
  - c. Entered 150 purchase orders and invoices into vendor files.
2. **Payroll Function synopsis/issue/achievement**
  - a. Reviewed 82 payroll time sheets for accuracy.
  - b. Processed 82 city payroll checks
3. **Cash Receipt function synopsis/issue/achievement**
  - a. Prepared 60 cash receipts for all daily incoming revenues to the city.
  - b. Prepared 15 deposits for all incoming revenues
  - c. Entered 67 real estate tax payment transactions into the cash receipt journal.

### *Current Month (Synopsis/Issues/Achievements):*

1. ***Cash Disbursement function synopsis/issue/achievement***
  - a. *Processed 94 purchase orders for procurement of goods and services.*
  - b. *Verified account codes for proper assignment of budget expenditures for 94 purchase requisitions.*
  - c. *Entered 94 purchase orders and invoices into vendor files.*
2. ***Payroll Function synopsis/issue/achievement***
  - a. *Reviewed 82 payroll time sheets for accuracy.*
  - b. *Reviewed wage computations for 82 payroll proof checks.*
  - c. *Processed 82 city payroll checks.*
3. ***Cash***
4. ***Receipt Function synopsis/issue/achievement***

5. *Prepared 89 cash receipt for all incoming revenues to the city.*
6. *Prepared 11 deposits for all incoming revenues.*
7. *Entered 87 real estate tax payment transactions into the cash receipt journal.*

***Next Month (Goals/Targets)***

In addition to maintaining the achievements for functions noted above, other targeted goals and innovates for the next month are the listed below.

1. Assist the City Council in the adoption of Fiscal Plan for the year beginning July 1, 2016 and ending June 30, 2017...
2. Evaluating the following services
  - a. Payroll services
  - b. Treasury Management
  - c. E payments.
  - d. Life Insurance and Health Insurance
  - e. Virtual John Doe account in Paychex
  - f. Health Insurance
3. Working with the Financial Advisor or Planner to finalize the report on the city's financial conditions
4. Assisting the Grant Writer and Public Works Director in executing the documents for the Department of Agriculture



## DEPARTMENTAL MONTHLY REPORTING FORM

<b>Department:</b> Police	<b>Date Submitted:</b> June 27, 2016
<b>Month:</b> June 2016 (as of June 27)	

**Last Month:** May 2016

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

- 14 arrests were made
- 73 calls for service.
- 76 reports written.
- 105 traffic citations issued.

During the month of May 2016, officers spent approximately 20 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 25 hours of specialized training.

**Current Month:** June 2016

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

- 19 arrests were made
- 76 calls for service.
- 54 reports written.
- 85 traffic citations issued.

During the month of June 2016, officers spent approximately 18 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 15 hours of specialized training.

***Next Month:*** July 2016

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



## DEPARTMENTAL MONTHLY REPORTING FORM

Department: Public Works	Date Submitted: June 10, 2016
Month: June	

### *Last 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

### *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
- Proceed with CDBG PY 40
- Proceed with Goodwin Park Rehabilitation Grant
- James Farmer Way sidewalk repairs

### *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
- Proceed with CDBG PY 40
- Proceed with Goodwin Park Rehabilitation Grant

**MAYOR AND CITY COUNCIL  
SEAT PLEASANT, MARYLAND**

**Ordinance No.:** O-17-01  
**Introduced By:** City Council  
**Date Introduced:** July 5, 2016  
**First Reading:** July 5, 2016  
**Second Reading**  
**Amendments Adopted**  
**Dated Adopted:**  
**Date Effective:**

**AN ORDINANCE concerning**

**AMENDMENT OF THE  
FISCAL YEAR 2016-2017 BUDGET  
FOR THE CITY OF SEAT PLEASANT, MARYLAND**

**SECTION 1. BE IT ORDAINED BY THE SEAT PLEASANT CITY COUNCIL** that the 2016-2017 Budget of the City of Seat Pleasant, as enacted by Ordinance O-16-08, adopted on May 16, 2016, shall be amended as follows:

**GENERAL FUND**

<b>Account Title</b>	<b>Account Number</b>	<b>Current Budgeted Amount</b>	<b>Adjustment</b>	<b>New Budgeted Amount</b>
Expenditures <b>Decrease</b> the following line item: Expenditure Account City Administrator Contingency	4-5979	127,116	23,000	104,116
Expenditures <b>Increase</b> the following line item: Expenditure Account Administration Contractual Services for the Smart City Feasibility Study	4-6017	45,000	23,000	68,000

**SECTION 2. AND BE IT FURTHER ORDAINED BY THE SEAT PLEASANT CITY COUNCIL** that, having been approved by the affirmative vote of at least a majority the of the total elected membership of the Council shall be necessary for adoption, the City Clerk shall certify to the adoption of this

Ordinance, and cause the same to be published as required by law; and that this Ordinance shall become effective immediately following approval by the Mayor or passage by the Council after the veto by the Mayor.

**COUNCIL OF THE CITY OF SEAT PLEASANT**

\_\_\_\_\_  
Barbara Kennedy, Councilmember

\_\_\_\_\_  
Kelly Porter, Councilmember

\_\_\_\_\_  
Gerald R. Raynor, Sr., Councilmember

\_\_\_\_\_  
Elenora Simms, Councilmember

\_\_\_\_\_  
Aretha A. Stephenson, Councilmember

\_\_\_\_\_  
Mable Charlina Watson, Councilmember

\_\_\_\_\_  
Reveral L. Yeargin, Councilmember

**ATTEST:**

\_\_\_\_\_  
Dashaun N. Lanham, CMC  
City Clerk

**This Ordinance was presented to the Mayor for his approval or disapproval pursuant to Section C-313 of the Charter of the City of Seat Pleasant this \_\_\_\_\_ day of \_\_\_\_\_, 2016**

\_\_\_\_\_  
**Dashaun N. Lanham, CMC  
City Clerk**

**In accordance with Section C-313 of the Charter of the City of Seat Pleasant, I hereby Approve or Disapprove this Ordinance this \_\_\_\_\_ day of \_\_\_\_\_, 2016**

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**Eugene W. Grant**  
**Mayor**

**EXPLANATION**

CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

((Double Parenthesis)) indicate matter deleted from existing law.

Underlining indicates amendments to bill.

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

**COUNCIL OF THE CITY OF SEAT PLEASANT, MARYLAND**

**RESOLUTION NO. R-17-01**

**Introduced By**                      **City Council**

**Date Introduced**                      **July 5, 2016**

**Amendments Adopted**

**Date Adopted**

**Date Effective**

**A RESOLUTION concerning**

**DECLARATION AND CONSENT TO  
A RECESS OF THE COUNCIL OF THE CITY OF SEAT PLEASANT**

**RESOLVED**, that when the Council of the City of Seat Pleasant (the “City Council”) adjourns on Friday, July 29, 2016 it shall be in recess until Wednesday, August 31, 2016.

The foregoing recess is in accordance with Section 3.1 of the Council’s Rules of Procedure, adopted pursuant to the authority of Section C-307 of the Charter of the City of Seat Pleasant (the “Charter”).

Notwithstanding the recess effective upon the City Council’s adjournment on July 29, 2016, the City Council may reconvene in a Special Session at any time prior to August 31, 2016 at the request of the Mayor or four (4) or more Councilmember's, pursuant to and in accordance with Section C-304 of the Charter and Section 3.5 of the Council’s Rules of Procedure.

**AND BE IT FURTHER ENACTED AND RESOLVED** that this Resolution be and is hereby enacted this \_\_\_\_\_, to take effect immediately.

\_\_\_\_\_  
Barbara Kennedy, Councilmember

\_\_\_\_\_  
Kelly Porter, Councilmember

\_\_\_\_\_  
Gerald R. Raynor, Sr. , Councilmember

\_\_\_\_\_  
Elenora Simms, Councilmember

\_\_\_\_\_  
Aretha A. Stephenson, Councilmember

\_\_\_\_\_  
Mable Charlina Watson, Councilmember

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Reveral L. Yeargin, Councilmember

**ATTEST:**

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Dashaun N. Lanham, CMC  
City Clerk