



TOWN MEETING
January 12, 2023
8:00 PM

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Consent Agenda**
 - **Approval of Minutes** (Town Meeting – 12/8/22)
5. **Resident Input** – Public comment period on items not on the agenda. All comments are limited to 3 minutes. Residents are asked to please state name and ward.
6. **Committee Reports**
 - Recreation Council
 - Green Infrastructure Committee
 - Cheverly Day Committee
 - Planning Board
 - Board of Elections
7. **Presentation-** Anthony Fairfax with Census Channel LLC will present 2 draft plans for redistricting for the town.
8. **Election Resolutions** - Mayor Munyeneh will discuss the adoption of election resolutions. The Resolutions are for the Board of Elections Supervisors, Board of Elections Clerks, Board of Elections Judges.
9. **Budget Schedule** - Town Administrator will present schedule for FY24 budget meetings.
10. ***Homestead Tax Credit** – 2nd reader of Ordinance 2022-07 – Homestead Tax Credit.
11. **Traffic Monitoring Ordinance 2023-01** – Town Administrator and Chief will introduce ordinance regarding speed monitoring devices.
12. ***5801 Arbor Street** – Mayor & Council will discuss and vote on the zoning matter
13. **Town Administrator Report** – Town Administrator will provide a report to the Mayor and Council regarding Town operations and a summary of actions taken
14. **Police Report** – Chief Miller will give monthly report.
15. **Public Works Report** – Director Brayman will give update on the Department of Public Works.
16. **Review of January work session agenda and future requests** and Town Administrator will offer a forecast of the work session agenda. Mayor will seek Council input on agenda items for consideration for future meetings.
17. **Mayor and Council Announcements** – Opportunity for Mayor and Council to share community happenings and events. The mayor will afford each elected official up to five minutes to speak. Unused time may not be transferred, and formal council business will not be conducted.
18. **Adjourn**



(*) denotes an agenda item requiring action (typically expressed by a vote) of Mayor and Council.

**In addition to general Resident Input, for regular meetings, as part of action items, presentations and discussion items on the agenda, residents seeking to speak will be recognized by the presiding officer. Residents may speak once, for no more than three minutes on each eligible agenda item.*

Please Note: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Council retire to executive or closed session; the mayor will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such session.

Topic: Cheverly Town Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84025983118?pwd=cEhsbmU2aEs5MGViaGlnWVh6c1h6UT09>

Webinar ID: 840 2598 3118

Passcode: 213079

Or One tap mobile :

US: +13017158592,,84025983118#

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592



TOWN MEETING
December 8, 2022
8:00 PM
Minutes

Call to Order

Meeting called to order at 8:00 pm

In attendance: Vice Mayor Fry, Council Members Nettles, Watson, McCann, Dalaker, Garces
Town Attorney: Jason Deloach

Staff: Assistant to the Town Administrator -Priscilla Matthews, Public Works Director Steve
Brayman, Chief Carl Miller, Town Clerk Giselle Richards, Accountant Mike Lightfield,

Motion to excuse Mayor Munyeneh and CM Garces from tonight's meeting made by CM
Watson. 2nd by CM Dalaker Approved unanimously.

Pledge of Allegiance

Approval of Agenda

Motion to Approve the Agenda: by CM McCann seconded by CM Watson. Approved
unanimously.

Motion to approve the consent agenda made by CM Dalaker. 2nd by CM McCann. Approved
unanimously.

Items on the Consent Agenda:

- **Approval of Minutes (Town Meeting – 11/10/22)**

Resident Input – Dan Smith Ward 1 – Here to follow up on information previously sent to the
council regarding a tree planting program in conjunction with Joe's Movement Emporium.

Fred Price Ward 4 – Suggests that the one person who is usually opposing matters in Ward 4
and now is currently planning a group to plant trees at Boyd Park

Committee Reports

Recreation Council -Chuck Hegeman Incoming President of the Rec Council- Thanks to everyone who came out to the holiday party. Rec council has started Pickle ball at town gym every Tuesday between 10am -2pm, basketball on Tuesday nights at 7:30pm, upcoming event will be Easter event. Rec Council meetings are the last Tuesdays of the month at town hall at 7pm. Seeking more members.

Green Infrastructure Committee – Sheila Salo – Explained what the Green Infrastructure Committee does for the town.

- Make recommendations to the Mayor & Council
- Always seeking new members
- Committee Meets 1st Mondays via Zoom

Cheverly Day Committee – CM Watson – Thanks to everyone for attending Cheverly Day. Looking to hold next Cheverly Day on a Saturday in the fall of 2023 but no date set yet.

Planning Board – CM Fry – Planning Board still seeking members. Meetings are 1st Tuesdays of the month via Zoom

Board of Elections – Robin Kaye- Working to make mail in voting easier for residents. Will be working with town staff to create an online form to request ballots. Paper forms will still be available at town hall. A QR code will be added to the Feb & March newsletter to request ballots. Electec will be the vendor to provide ballots and electric counting. Potential changes/initiatives to the election code are encouraged to be put up as referendum. BOE is available to assist with the language and to educate residents. Election judges and supervisors will need to be appointed in January. Next meeting is 12/15/22 via Zoom.

Mr. Price asked if residents could request copies of the voter lists.

- **Homestead Tax Credit** - CM Nettles introduced Ordinance 2022-07 Homeowner Tax Credit
 - First reading by CM Nettles & VM Fry
- **Grant Request**
 - Police Chief's Advisory Board
 - Nicole Bryner & Mr. Rene Brown presented the grant request
 - Town Administrator Galloway recommends that the Council approve the grant request.

Motion to approve the grant made by CM McCann. 2nd by CM Dalaker. Approved unanimously.

- **Redistricting** – Town Administrator presented stated the following:
 - Anthony Fairfax with Census Channel LLC will be presenting his recommendations at the January town meeting regarding redistricting. Attorney DeLoach and I have formalized the process so that every 10 years redistricting can completed in a simple process. Mr. Fairfax is working with Attorney DeLoach and I on finalizing the redistricting plan. For a point of information, after this plan is accepted by the Mayor and Council, we will need to formally adopt the redistricting plan through a formal charter process. I anticipate having the first hearing and public hearing in February.

- **Date for public hearing** – Tentative for 1-25-23 at 7pm

Town Administrator Report –

- Technology – The Towns IT contracts will expire in the upcoming months, and I will be making a recommendation about this professional service in the near future.
- Audit Update – Lindsey and Associates have begun the audit.
- Employee Bonus’ – Administrative Staff member of the year -Tonya Jones, Officer of the Year – Cpl. Biler, Civilian of the Year – Laquan Hamill, Outstanding Service Awards – John Stanford & Josue Reyes

Move to accept Mr. Galloway’s recommendations for employee bonus’ made by CM Dalaker. 2nd by CM Nettles. Approved unanimously.

- Budget Schedule – Given next month
- Columbia Park Road – Working with the County Exec office on
- CDBG- Sidewalk repair will begin soon. We are also applying for a CDBG grant to have all the roads and curbs completed

Police Report – Chief Miller presented report

1. For **November 2022**, there were 19 reported crimes:
 - a. **2** Fraud, **4** Thefts (**2** Theft from Auto), **1** Stolen Vehicle, **1** Trespassing, **1** Vandalism, **1** Domestic Assault
2. There was a total of **9** arrests
 - a. **9** adult arrests:
 - i. **2** Domestic, **3** Warrant service, **3** DUI, **1** Criminal Citation

The department responded to **300** calls for service, **50** premise checks, **6** elder watch checks, and wrote **27** case reports and 9 accident/collision reports.

The department made **171** traffic stops, issued **160** traffic citations, **132** warnings, **1** (ESERO), and parking citation(s).

Community Outreach & Cheverly PD.

- Evaluating the workforce and hoping to reduce the number of hours without CPD coverage
- Shop with a cop- 10 students from Spellman in collaboration with Prince George’s County Police & Bladensburg Police
- Coffee with the Chief will be 12/16/22 with Captain Silvers
- Will participate 12/10/22 with CACOO for Coat Drive

Coffee with the Chief has been scheduled for 12/21/22

Public Works Report – Director Brayman learned a lot regarding communications to residents when work is being done on their streets.

Water Task force has

Thanks, his team on public works department for all their work during these last months. Project on new Ealy building still moving forward and hope to have groundbreaking in February. CM Watson asked if fuel tank issue has been resolved. Mr. Brayman stated there is no space for them.

CM Dalaker stated that residents along Forest Rd who will be affected have asked about communication regarding the new public works building.

Review of December Town Meeting agenda and future requests

- Redistricting
- Board of elections appointments
- 2nd Reader of the Homeowner Tax Credit
- Budget Schedule
- Technology recommendation
- Columbia Park Road
- Mayor & Council salary discussion
- Gas power lawn equipment discussion for January work session
-

7. Mayor and Council Announcements

- CM Nettles, Ward 1 – Happy Holidays
- CM Watson, Ward 2 – Happy Holidays. Final Cheverly Market is 12/10/22
- CM McCann, Ward 3 – Santa will be driving thru town 12/17/22 starting at 11am
- CM Dalaker, Ward 4 – Ward 4 Civic Association meeting 3rd Monday of the month at 7pm, Mayor & Council will be judging holiday lights contest the weekend of 12/16/22
- CM Garces, Ward 5 – Thank Public works, town staff and police department staff for all the hard work during this year.
- CM Fry, Ward 6 – Some council will attend PGCMA Legislative meeting 12/9/22, CACOO will hold coat distribution 12/10/22, Toys for Tots at American Legion, thanks to public works for all their work this month, thanks to Starbucks at Capital Plaza for providing drinks for Tree Lighting event, Acknowledge Ms. Barbara Pejokovich for all her years for service as president of Rec Council

Adjourn: by CM Dalaker at 9:58 pm, seconded by CM McCann. Approved anonymously.

RESOLUTION R-1-23

Appointment of Election Clerks

WHEREAS, the Mayor and Council of the Town of Cheverly, Maryland desire to make appointments to the positions of Election Clerk.

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of Section C-18 C of the Charter of the Town of Cheverly, Maryland, the following persons are appointed as election judges to assist the Board of Election Supervisors in the conduct of elections in 2023:

- Giselle Richards (Primary)
- Tonya Jones
- Priscilla Matthews

These appointments are effective on the date of this resolution.

Adopted: January 12, 2023

Attest: _____

Kaycee Munyeneh
Mayor

Marverly Nettles
Councilmember

Joseph Dalaker
Councilmember

Micah Watson
Councilmember

Charly Garces
Councilmember

Ted McCann
Councilmember

Amy Fry
Councilmember

RESOLUTION R-2-23

Appointment of Election Judges

WHEREAS, the Mayor and Council of the Town of Cheverly, Maryland desire to make appointments to the positions of judges.

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of Section C-18 C of the Charter of the Town of Cheverly, Maryland, the following persons are appointed as election judges to assist the Board of Election Judges in the conduct of elections in 2023:

- WARD 1:
- WARD 2: Michael Clauser
- WARD 3: Charlotte Colvin
- WARD 4:
- WARD 5:
- WARD 6: Rita Bibbs-Booth

These appointments are effective on the date of this resolution.

Adopted: January 12, 2023

Attest: _____

Kaycee Munyeneh
Mayor

Marverly Nettles
Councilmember

Joseph Dalaker
Councilmember

Micah Watson
Councilmember

Charly Garces
Councilmember

Ted McCann
Councilmember

Amy Fry
Councilmember

RESOLUTION R-3-23

Appointment of Members of the Board of Election Supervisors

WHEREAS, the Mayor and Council of the Town of Cheverly, Maryland desire to make appointments to the positions of election supervisors.

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of Section § C-18A of the Charter of the Town of Cheverly, Maryland, the following persons are appointed as election judges to assist the Board of Election Supervisors for a two (2) year term:

Robin Kaye	Term 2023-2025
Joseph Pruden	Term 2023-2025

These appointments are effective on the date of this resolution.

Adopted: January 12, 2023

Attest: _____

Kaycee Munyeneh
Mayor

Marverly Nettles
Councilmember

Joseph Dalaker
Councilmember

Micah Watson
Councilmember

Charly Garces
Councilmember

Ted McCann
Councilmember

Amy Fry
Councilmember

TOWN OF CHEVERLY

FISCAL YEAR 2024

Budget Calendar

Friday, January 27	Department Heads Budgets Due
Friday, February 17	Mayor and Council Budget priorities due to Town Administrator
Early March	Mayor and Council to receive memo regarding Constant Yield Assessment
Wednesday, March 1	Mayor and Council Budget Revenue, General Government, and Administrative
Tuesday, March 14 (Special Meeting)	Departmental Budget Reviews <ul style="list-style-type: none"> • Police • Public Works • Capital Improvement Plan (CIP)
Tuesday, March 21 (Special Meeting)	Budget Review <ul style="list-style-type: none"> • All Departments
Early April (Town Meeting)	Constant Yield Tax Hearing (if necessary)
Thursday, April 13 (Town Meeting)	Final Budget Review/First Reader of Budget Ordinance
Thursday, April 27	Second Reader of Budget Ordinance
Thursday, May 11 (Town Meeting)	Final Reader of Budget Ordinance and Passage

TOWN OF CHEVERLY
ORDINANCE No.: 2022-07

AN ORDINANCE WHEREBY THE MAYOR AND COUNCIL APPROVES A HOMEOWNERS' TAX CREDIT PROGRAM TO LOW-INCOME RESIDENTS

WHEREAS, the Mayor and Town Council of the Town of Cheverly is committed to living its values as a welcoming and inclusive Town for all individuals and is a community that seeks to accept everyone, regardless of a person's race, ethnicity, place of origin or immigration status; and

WHEREAS, in the last several months residents, new and longtime owner-occupants of principal residences, have faced the real threat of losing the financial ability to remain in their homes by virtue of the rising market values, inflation, and consequent property tax assessments which are the hallmarks of the process of neighborhood change; and

WHEREAS, the Town of Cheverly wishes to address displacement and economic hardship caused by the COVID-19 Global Pandemic and consequential inflation; and

WHEREAS, the Town wishes to preserve key aspects of Cheverly's past while looking forward to the future by supporting sustainable growth that protects our natural and historic resources, while preserving our values, qualities, and culture of our new and longtime residents; and

WHEREAS, the Mayor and Council adopted a Strategic Plan in 2022 that lists *Growth through economic and business development* a Key Priority for a 5-year plan for the Town's future; and

WHEREAS, after public debate and much deliberation, it is the belief of the Mayor and Council that the community is protected by adopting an income-based homeowners' property tax credit for elderly, low-income residents; and

NOW THEREFORE, BE IT ORDAINED, by the Mayor and Council of the Town of Cheverly, that Chapter __ of the Cheverly Code is enacted as follows:

§ __ Income Based Homeowners' Municipal Tax Credit

- A. The Town of Cheverly will issue a rebate if a resident has completed the Maryland State Department of Assessments & Taxation 2023 Homeowners' Property Tax Credit Application, been granted that tax credit, and can present written proof of that granted tax credit.
- B. The Town of Cheverly will first apply the tax credit to any debts, fines, and/or tickets issued by the Town.

C. Eligibility Requirements.

1. The applicant must meet the following requirements to qualify:

- a. An applicant's combined gross household income does not exceed \$60,000.
- b. An applicant's net worth it must be less than \$200,000, regardless of the amount a resident pays in tax for year 2023, , excluding the value of the property for which the credit application is being made and the cash value of Individual Retirement Accounts or qualified retirement savings plans as of December 31, 2022.

- c. The applicant must own or have a legal interest in the property. Land installment sales, contract purchases, holders of life estate and beneficiaries of certain trusts have sufficient legal interest.
- d. The dwelling for which the application is being made, must be the applicant's principal residence. Applicant resides or expects to reside for more than six (6) months of the tax year, including July 1, 2022, unless unable to do so for reasons of illness, need of special care or the property was recently purchased. An individual who permits, pursuant to a court order or separation agreement, a spouse, former spouse, or children of that person's family, to reside in a dwelling in which the individual has a legal interest, has met the residency requirement. A homeowner may claim credit for only one principal residence.

D. Application.

- a. The applicant must be a current resident of the Town of Cheverly.
- b. Applicants shall provide to the Treasurer of the Town written proof that they were granted a tax credit from the Maryland State Department of Assessments & Taxation 2023 Homeowners' Property Tax Credit.
- c. Initial applications shall be presented to the Town between February 1 and May 15
- d. If the applicant meets all requirements, including written proof of approval of the Maryland 2023 Homeowners' Property Tax Credit, the Treasurer will be directed to issue a reimbursement in the amount of fifty dollars (\$50.00) to the taxpayer.

E. Review.

- a. The utility of this ordinance is to be reviewed every year to ensure that its intended purpose is being honored and modifications, if necessary, to the amount rebated to the taxpayer, after tax year 2023.

The provisions of this Chapter shall be construed so as to be effective to the extent that they do not conflict with federal law, state law, this Code, or any Court order.

AND BE IT FURTHER ORDAINED that is any provisions of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other applications of the Ordinance which can be given effect without the invalid provision or applications, and to this end, all the provisions of this Ordinance are hereby declared to be severable;

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect 30 days from the date of its adoption;

AND BE IT FURTHER ORDAINED that a fair summary of this Ordinance shall forthwith be published twice in a newspaper having general circulation in the Town and otherwise be made available to the public.

INTRODUCED by the Town Council of the Town of Cheverly, Maryland, at a regular public meeting on Thursday, December 8, 2022.

ADOPTED by the Town Council of the Town of Cheverly, Maryland, at a regular public meeting on _____, 202__.

ADOPTED: _____

Attest: _____

Kaycee Munyeneh
Mayor

Marverly Nettles
Councilmember

Joseph Dalaker
Councilmember

Micah Watson
Councilmember

Charly Garces
Councilmember

Ted McCann
Councilmember

Amy Fry
Councilmember

Asterisks * * * * Indicate matter remaining unchanged in existing law but not set forth in Ordinance. CAPS indicate additions.