



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD NOVEMBER 19, 2018

Present: Candace Hollingsworth, Mayor
Kevin Ward, W1 (Council VP)
Bart Lawrence, W1
Robert Croslin, W2
Shani Warner, W2
Thomas Wright, W3
Paula Perry, W4
Erica Spell, W5

Absent: Edouard Haba, W4 (Council Pres.)
Carrianna Suiter, W3
Joseph A Solomon, W5

Also present were the following City staff members:

City Administrator Tracey E. Douglas
Assistant City Administrator & Dir. of Community and Economic Development Jim Chandler
City Treasurer Ron Brooks
Police Chief Amal Awad
Director of Human Resources Vivian Snellman
City Clerk Laura Reams
Deputy City Clerk Nicola Konigkramer

1) [Call to Order and Council Roll Call](#)

The meeting was called to order at 7:35 p.m.

2) [Pledge of Allegiance to the Flag](#)

3) [Approval of Agenda](#)

Mayor Hollingsworth corrected a typist's error in the motion for the disbursement of Ward 3 discretionary funds.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Perry
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Warner, Wright, Perry, Spell
NAYS:	None
ABSENT:	Haba, Suiter, Solomon

4) [Approval of the Minutes](#)

4.a [Approval of the Minutes](#)

I move that the Mayor and Council approve the Council Meeting Minutes for the Public Hearing of July 16, 2018 and the Regular Council Meeting of July 16, 2018.



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[Minutes_Jul 16 2018 PH.pdf](#)

[Minutes_Jul 16 2018 CM.pdf](#)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Spell
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Warner, Wright, Perry, Spell
NAYS:	None
ABSENT:	Haba, Suiter, Solomon

6) [Public Comment \(8:10 p.m. – 8:20 p.m.\) Limit 2 minutes per speaker](#)

Matthew Palus, a Ward 3 resident, addressed the Mayor and Council regarding the transportation study. He urged the Council to modify the recommendation for a vehicular connection between Calverton and Dean Drive to a pedestrian only connection.

David Marshall, a Ward 2 resident, stated positions on several topics. Mr. Marshall was opposed to the donation to University Park Elementary School because the school is outside of City limits. Regarding changes to the City's election processes, Mr. Marshall stated opposition to the transfer of campaign funds to another campaign and the proposal for an all vote-by-mail election. Mr. Marshall expressed concern with the Trolley Trail plan connections. Regarding the Transportation Plan, Mr. Marshall supported connecting roads for ease of travel and access for all.

Ann Strickling, a Ward 5 resident, was opposed to opening Calverton Drive to vehicular traffic at Dean Drive but in favor of a pedestrian connection.

Beth Kara, a Ward 3 resident, was opposed to the proposed Dean Drive and Calverton Drive vehicular connection and in favor of a pedestrian connection.

Alyson Reed, a Ward 3 resident, was opposed to the proposed Dean Drive and Calverton Drive vehicular connection and in favor of a pedestrian connection.

7) [Presentations \(8:20 p.m. - 8:30 p.m.\)](#)

7.a [Presentation of Proclamation in Honor of Councilmember Paula Perry \(5 minutes\)](#)

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Mayor Hollingsworth presented a proclamation of appreciation to Councilmember Paula J. Perry upon her retirement.

7.b) [FY17 Audit Update \(5 minutes\)](#)

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Treasurer Brooks provided an update on the FY17 audit. He noted there will be a deceleration of work on the audit around the holidays, but the process was estimated for completion in late January 2019. Mr. Brooks said he would communicate the City's progress to the State.

5) Motion to Close (30 minutes)

5.a Motion to Close (30 minutes)

HCC-152-FY19

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

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I move that the Council find that public discussion of security training and emergency plans that pertain to it would constitute a risk to the public or to public security.

The Council, having found that public discussion of security training and coinciding emergency plans would constitute a risk to public security, I further move that the Mayor and Council close the Council Meeting of November 19, 2018 in order to participate in security training and to discuss specifics of an emergency plan pertaining to the City Council.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (10) to discuss public security, including (i) the deployment of fire and police services and staff and (ii) the development and implementation of emergency plans.

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RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Perry
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Warner, Wright, Perry, Spell
NAYS:	None
ABSENT:	Haba, Suiter, Solomon

Pursuant to the requirement of the Annotated Code of Maryland State Government Article 3-306(C)(2); this statement is included in these minutes:

A closed session of the Council of the City of Hyattsville was held at 8:06 p.m. on Monday, November 19, 2018, in the City of Hyattsville Municipal Building, Third Floor Council Chambers.

In addition to the City Council, the following staff members were present: City Administrator Tracey E. Nicholson, Assistant City Administrator Jim Chandler, City Treasurer Ron Brooks, Acting Police Chief Amal Awad, Director of Human Resources Vivian Snellman, City Clerk Laura Reams, Deputy Clerk Nicola Konigkramer, Lieutenant Sam Alexander, Sergeant Scott Ratty, Sergeant Zachary Nemser, Cable and Communications Supervisor Jonathan Alexander, Cable Operations Coordinator Matt Carl, Project Manager Hal Metzler, and Assistant Project Manager Tara George.



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Council Members Haba, Suiter, and Solomon were absent.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (10) to discuss public security, including (i) the deployment of fire and police services and staff and (ii) the development and implementation of emergency plans.

Topics Discussed: Presentation and discussion of active shooter training and the City's emergency plan specific to Council Chambers.

Action Taken: None.

The Council returned to open session on a motion made by Councilmember Croslin, seconded by Councilmember Lawrence and approved unanimously by the Body at 8:39 p.m.

8) Consent Items (8:30 p.m. - 8:35 p.m.)

- 8.a 2019 Council Regular & Budget Meeting Calendar
I move that the Mayor and Council adopt the 2019 Council Meeting Schedule and the FY-2020 Budget Meeting Schedule, as presented.

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[2019 Council Meeting Calendar_Final.pdf](#)

- 8.b Re-Appointment to the Hyattsville Environment Committee
I move that the Mayor and Council re-appoint Daniel Broder (Ward 2) to the Hyattsville Environment Committee for a term of 2 years to expire on November 19, 2020.

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[Committee Application_HEC_Daniel Broder W2.pdf](#)

- 8.c Appointments to the Compensation Review Committee
I move that the Mayor, with Council approval, appoint Desa Foster (Ward 1), Gregory Barnes (Ward 1), Kristina Alayan (Ward 2), Marialis Zmuda (Ward 2), Dean Thorp (Ward 3), Sarah Lawler (Ward 4), Cliff Mayo (Ward 5), and Chip Clarke (Ward 5) to the Compensation Review Committee.

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[Committee Application_CRC_Desa Foster W1.pdf](#)

[Committee Application_CRC_Gregory Barnes W1.pdf](#)

[Committee Application_CRC_Kristina Alayan W2.pdf](#)

[Committee Application_CRC_Marialis Zmuda W2.pdf](#)

[Committee Application_CRC_Dean Thorp W3.pdf](#)

[Committee Application_CRC_Sarah Lawler W4.pdf](#)

[Committee Application_CRC_Cliff Mayo W5.pdf](#)

[Committee Application_CRC_Chip Clarke W5.pdf](#)

- 8.d DPW Facility New Construction Project - Purchase of Lifts



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I move that the Mayor and Council authorize an expenditure not to exceed \$250,000 with Stertil-Koni, USA for the purchase of a Stertil-Koni Skylift Sky200 and a Stertil-Koni ECO 60-13 heavy equipment lifts, including installation and training, for the new DPW Facility.

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[City of Hyattsville - new facility - 080118 \(003\).pdf](#)

[Stertil-Koni Contract 061015.pdf](#)

[Acceptance and Award-Stertil-Koni-061015.pdf](#)

8.e Proclamation in Recognition of Councilmember Paula J. Perry

I move that the Mayor and Council adopt a proclamation in recognition of Councilmember Paula J. Perry's dedicated service to the City of Hyattsville.

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[Proclamation_Paula_J._Perry \(3\).docx](#)

8.f Disbursement of Ward 3 Discretionary Funds

I move that the Mayor and Council approve the disbursement of Ward 3 Council Discretionary Funds as follows:

a) \$100 for the Hyattsville Police Department's 15th Annual Shop with a Cop event.

b) \$250 towards the purchase of Chromebooks for University Park Elementary School

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RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Perry
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Warner, Wright, Perry, Spell
NAYS:	None
ABSENT:	Haba, Suiter, Solomon

9) Action Items (8:35 p.m. - 9:15 p.m.)

9.a Rhode Island Avenue Trolley Trail Extension (10 minutes)

I move that the City Council authorize the Mayor to submit correspondence on behalf of the City of Hyattsville to the Maryland Department of Transportation State Highway Administration relaying the following comments on the 30% Design Plans for the Rhode Island Avenue Trolley Trail extension:

1. Generally speaking, supportive of the project, including the road diet, and look forward to its completion;

2. The City supports SHA's design to eliminate the U-turn lane at 42nd Place;

3. The City supports SHA's design to extend the stacking capacity of Rhode Island Avenue at Crittenden Street;

4. The City is recommending a buffer between the bus loading/unloading area and the trail;

5. There are concerns that a 'No Left' turn for northbound vehicles at 43rd Place will have significant negative impact on motorists behavior and will create significant additional vehicle trips on adjacent City roadways. The City is conducting a traffic



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count at the intersection to determine the traffic count at this location. Prior to proceeding with a design that would include a 'No Left Turn' for northbound traffic at 43rd Place, SHA shall confirm the turning radius, width of the median area and provide the City with a way-finding signage plan.

6. SHA should remove the mid-block crosswalk currently located at the County Services Building and replace it with a crosswalk at the intersection of Rhode Island Avenue and 43rd Place;

7. The City has concerns regarding the lack of adequate line-of-sight for westbound vehicles on Charles Armentrout Drive approaching Rhode Island Avenue. The City requests that SHA perform a site assessment prior to introducing into the design a north crosswalk at the Charles Armentrout/Rhode Island Avenue intersection;

8. The City recommends that the next set of plans needs to incorporate an expanded queuing area for pedestrians/cyclists at the intersection of Rhode Island Avenue and Charles Armentrout Drive;

9. Crosswalks should be incorporated at intersections throughout the project site, they shall be well marked and signalized to the extent feasible by SHA. If a signal or beacon is not feasible, standalone crosswalks are to be striped, reflective and highly visible to motorists;

10. The City recommends the incorporation of overhead lighting into this segment of the trail.

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[Trolley Trail 30% Design Action Memo.docx](#)

[Planning Committee Minutes - 10.16.18.docx](#)

[Rhode Island Trolley Trail Presentation.pdf](#)

There were no questions from Council.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Perry
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Warner, Wright, Perry, Spell
NAYS:	None
ABSENT:	Haba, Suiter, Solomon

9.b Hyattsville Ordinance 2018-06, Repeal and Replace Chapter 8, Elections (10 minutes)
I move that the Mayor and Council introduce Hyattsville Ordinance 2018-06, an Ordinance whereby the City of Hyattsville repeals and replaces, in its entirety, Chapter 8 of the Hyattsville City Code to update, reorganize, and refine Chapter 8 to improve its overall clarity and better define the City's election policies and procedures. (FIRST READING).

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[Chapter 8 Revisions_11.15.18.pdf](#)

There were no questions from Council.

NOTE FOR THE RECORD: Councilmember Warner was not present in the room for the vote.



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RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Perry
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Wright, Perry, Spell
NAYS:	None
ABSENT:	Haba, Warner, Suiter, Solomon

9.c [Hyattsville Ordinance 2018-07, Amendment to Chapter 10, Ethics \(5 minutes\)](#)
 I move that the Mayor and Council introduce Hyattsville Ordinance 2018-07, an Ordinance whereby the City of Hyattsville amends its ethics provisions to conform with contemporaneous changes to the City's Election laws. (FIRST READING).

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[Chapter 10 Revisions_10.11.18.pdf](#)

There were no questions from Council.

NOTE FOR THE RECORD: Councilmember Warner was not present in the room for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Perry
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Wright, Perry, Spell
NAYS:	None
ABSENT:	Haba, Warner, Suiter, Solomon

9.d [Adoption of Board of Supervisors of Elections Rules and Regulations \(5 minutes\)](#)
 I move that the Mayor and Council adopt the Board of Supervisors of Elections Rules and Regulations.

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[BOE Rules and Regulations_11.2.18.pdf](#)

There were no questions from Council.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Perry
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Warner, Wright, Perry, Spell
NAYS:	None
ABSENT:	Haba, Suiter, Solomon

9.e [3505 Hamilton Street Renovation Project - Architectural and Engineering Design Change Order \(10 minutes\)](#)
 I move that the Mayor and Council authorize a change order not to exceed \$160,000 in the Johnson, Mirmiran, and Thompson (JMT) contract to cover additional redesign and engineering work at 3505 Hamilton Street and the amount is currently covered under contingency cost within the previously approved \$10,265,000 capital budget appropriations for this project.



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[TO01A Change OrderProposal 1 Rev 3 08Oct2018.pdf](#)

Project Manager Metzler provided an update regarding the request for a new Police headquarters and stated that the change order would result in a 95% completion rate.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Perry
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Warner, Wright, Perry, Spell
NAYS:	None
ABSENT:	Haba, Suiter, Solomon

10) Discussion Items (9:15 p.m. - 9:45 p.m.)

10.a) Hyattsville Transportation Study (15 minutes)

HCC-146-FY19

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

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[Transportation Study Adoption Memo.docx](#)

[Hyattsville Comments on Final Report_TDG Response.xlsx](#)

[Draft Final Report HVL Clean_revised 092018.pdf](#)

[Appendix A: Hyattsville Transportation Study - Existing Conditions Memo](#)

[Appendix B: 2037 AM_Build](#)

[Appendix B: 2037 AM_No Build](#)

[Appendix B: 2037 PM_Build](#)

[Appendix B: 2037 PM_No Build](#)

[Appendix C: Wayfinding Submittal](#)

[Appendix D: Hyattsville TS Planning Level Cost Estimate](#)

[2018-09-26_Final Report Presentation to City Council.pdf](#)

[Transportation_Study_Council_Meeting_comments_FINAL \(1\).docx](#)

Mayor Hollingsworth summarized the comments from previous meetings and public comment. She opened the floor for additional questions or comments from Council. City Planner Gerbes briefly highlighted changes in the tracking spreadsheet from the last presentation.

Councilmember Wright expressed his concern that there were three Councilmembers were absent from the discussion, citing specific concerns at the previous meeting from Councilmember Haba on Project ID NS-1; the proposal for a new street to connect Toledo Terrace to Heurich Park. Mayor Hollingsworth asked Council to proceed with as many items as possible that evening and they would revisit and discuss the items at the next meeting; prior to the plan adoption.

Council proceeded to review items identified by staff for Council feedback.



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Cost Estimates for Feasibility Studies for New Streets or Road Configuration Changes

City Planner Gerbes relayed that most recommendations in the plan would require a feasibility plan prior to implementation at a cost of \$30-50K based on the length, context, and complexity of the proposed new road. Mayor Hollingsworth asked staff to review Quintana street for visibility or line of sight issues.

CC-3: Conversion of Farragut Street to two-way from 42nd Avenue to Baltimore Avenue

Councilmember Lawrence inquired about the potential impact on parking with regard to item CC-3. City Planner Gerbes responded that the proposal to convert the street to two-way traffic would likely require installation of a three-way stop and removal of four (4) to six (6) parking spaces. Council was concerned with the loss of parking spaces citing a high volume of parked cars. Assistant Administrator Chandler urged Council to look at the larger picture of circulation throughout the City and noted that the Transportation Plan was a policy document and Council was not mandated to implement all recommended changes. Mayor Hollingsworth acknowledged Mr. Chandler's comments but also shared some of the Council's concern. She inquired about prioritizing items in the plan as "high", "medium", or "low" priority and asked if CC-3 could be prioritized as "low" at this time. Councilmember Lawrence was supportive but asked for specifics to be included to provide context regarding parking concerns. Project Manager Meltzer noted that a goal listed in the document is to eliminate one-way streets in the City. He added that the inclusion of these items in the plan may assist the City in negotiating with external agencies to make future changes. Mayor Hollingsworth supported keeping the recommendation in the plan but amending the language to add context explaining the concerns.

NS-5: Connection of Dean Drive to Calverton Drive

Councilmember Wright echoed public comments supportive of a pedestrian connection but opposed to a vehicular connection and cited concern with the impact to green space, such as natural areas and structures. Council indicated support of a modification to the plan to state non-motorized traffic only.

BB-5: Bike Boulevard on Oglethorpe Street

Councilmember Lawrence stated concern with bike traffic exiting Oglethorpe Street onto Rte. 1. After discussion, it was determined sound to keep the bike boulevard in the plan with additional signage and striping for bicycle traffic but have the outlet to Rte. 1 possess and easier transition to the Trolley Trail. Councilmember Lawrence also asked staff to review connectivity to the west side of the City. Mayor Hollingsworth said the item would return for additional discussion and comments from Councilmember Suiter on December 3.

NS-4: 39th Avenue Extension from Madison Street to Nicholson Street

Councilmember Warner noted a typographical error in the plan and said the proposed connection would fundamentally change the nature of the residential study. Mayor Hollingsworth asked for inclusion of specific actions that would trigger this item in the plan and requested stronger language to confirm the City's position. Staff agreed the plan would be amended to include language that the proposal was only likely to occur in a total redevelopment scenario and there



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was no intention to utilize eminent domain to make this, or any other, new roadway connections in the City.

Quintana Street

Councilmember Lawrence suggested revisiting the connection between Quintana and Queens Chapel Road for line of sight issues. He expressed his belief that the road should remain as is due to parking needs but the City could look at possible removal of a parking space to improve the line of sight.

NS-1: Study alternative routes for a new street connection from Toledo Terrace to Heurich Park Road

Mayor Hollingsworth said the plan would be revisited and discussed December 3 to provide Council President Haba an opportunity to comment.

10.b Chapter 8: Citywide Vote-By-Mail for 2021 Election (15 minutes)

I move that the Mayor and Council authorize the City Attorney to draft revisions to Chapter 8 necessary to enable the Board of Elections Supervisors to distribute, proactively, a Vote-by-Mail ballot to all registered voters in the City of Hyattsville (on State and city-only registries). I further move that the Mayor and Council appropriate funds necessary to support this effort in the 2021 municipal election.

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Mayor Hollingsworth introduced the proposal stating the idea to send all voters a ballot had occurred to her when Council discussed a permanent vote-by-mail registry. Councilmember Perry stated concern that ballots may be mailed to unregistered voters and cited inaccuracies in the state voter roll. Mayor Hollingsworth said ballots would only be mailed to registered voters with language to deter potential fraud.

Councilmember Croslin asked if the proposal would eliminate in-person voting. Mayor Hollingsworth responded that the proposal would only eliminate early voting days.

Councilmember Wright expressed tentative support but asked how Mayor Hollingsworth would respond to the earlier public comment against the proposal. Mayor Hollingsworth cited similar responses to the City's initiatives for lowered voting age and non-citizen voting. She said the proposal was intended to empower increased voter participation and voter education. Mayor Hollingsworth said the proposal may provide a more comprehensive approach to voting in the city and doesn't concentrate power in those who are already engaged.

Councilmember Warner expressed support for the proposal and for multiple methods of voting to increase accessibility and convenience. She acknowledged Councilmember Perry's concern with the State voter roll but stated voter fraud was rare. Councilmember Wright asked if the intent was to make vote-by-mail the primary method for voting in City elections and added that he was not in favor of eliminating early voting days. Mayor Hollingsworth said the intent was not to have vote-by-mail as the primary method but, over time, it may become a more frequently used method. She clarified that she believed the City's responsibility was to support and encourage election day voting.



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Councilmember Wright asked how long the City had been conducting the vote-by-mail process and how many participated in the method. Clerk Reams explained the City had been engaged in absentee voting for many years but had updated the terminology from “absentee” to “vote-by-mail” a few years ago in order to emphasize the convenience of the method. Clerk Reams said the number of vote-by-mail voters had remained steady between the 2015 and 2017 City elections. Mayor Hollingsworth clarified that the difference in the proposal was the automatic mailing of a ballot without the submission of an application.

Councilmember Spell supported the initiative but asked the City to consider other ways to reach voters. She noted that all vote-by-mail initiatives were often in rural areas where access to polling locations could be difficult. Councilmember Spell also expressed concern for the resources required to send all voters ballots. She requested feedback from residents on the proposal.

Councilmember Ward noted that the proposal was about inclusion and making voting easier for residents. He encouraged the City to be at the forefront of this initiative. Councilmember Warner asked for a cost proposal from staff for the initiative. She also asked Council to consider the potential peer influence of the proposal to increase voter engagement. Councilmember Wright asked for the inclusion of at least one day of early voting in the proposal with a potential phase out of early voting in future years. Councilmember Spell asked if it was feasible to have the initiative in addition to the early voting days already in place. Mayor Hollingsworth clarified that there would be a window for the mailing and return for vote-by-mail. Clerk Reams noted the Board of Supervisors of Elections had not yet discussed the proposal and it would require research to determine feasibility. Council indicated support for bringing the proposal back for further discussion after evaluation by the Board of Supervisors of Elections.

11) [Council Dialogue](#)

Council offered parting wishes to Councilmember Perry and thanked her for service.

12) [Community Notices and Meetings](#)

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[Main City Calendar_Nov 20 - Dec 3 2018.docx](#)

13) [Motion to Adjourn](#)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Perry
SECONDER:	Croslin
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Warner, Wright, Perry, Spell
NAYS:	None
ABSENT:	Haba, Suiter, Solomon

The meeting adjourned at 10:08 p.m.