



Town of Capitol Heights

"A unique experience. Discover us!"

MAYOR PRO TEM & COUNCIL Work Session and Public Session Agendas

APRIL 19, 2021

7:00 PM

Zoom Meeting

<https://zoom.us/j/96012003975?pwd=ZTZwL3JvZWZicWJ0L1p1VXdwWUt6Zz09>

Meeting ID: 960 1200 3975 - Passcode: 487704 - By Phone (301) 715-8592 - Passcode: 487704

WORK SESSION AGENDA

- I. **Call to Order:** Mayor Pro Tem – Renita A. Cason
- II. **Roll Call:** Robin Bailey-Walls, Town Clerk
- III. **Charter Amendment Resolution 2021-26 A Charter Amendment Resolution to allow Mayor/Mayor Pro Tem or Chair to Vote on the Budget Legislation – ATA Miller**
- IV. **Resolution 2021-27 - A Resolution Authorizing the Mayor Pro Tem and Council of the Town of Capitol Heights, Authorizing the Purchase of Two Neighborhood Services Department (Property Standards Authority) Vehicles – ATA Miller**
- V. **Capitol Heights Day – ATA Miller**
- VI. **Budget Listening Sessions – ATA Miller**
- VII. **Greenhouse Ribbon Cutting – CM Williams/ATA Miller**
- VIII. **Protocol for Virtual Meetings – CM Ford**
- IX. **Retirement Plan – ATA Miller**
- X. **Hiring Policy; Review Hiring Package – CM Cason**
- XI. **Update Personnel Handbook; Internal employee Candidates- CM Akers**
- XII. **CGI Updates; Edited Video – CM Brown**
- XIII. **Council Announcements – Mayor Pro Tem & Council**
- XX. **Adjournment**

PUBLIC SESSION AGENDA

- I. **Call to Order:** Mayor Pro Tem – Renita A. Cason
- II. **Roll Call:** Robin Bailey-Walls, Town Clerk
- III. **Non-Denominational Prayer**
- IV. **Pledge of Allegiance**
- V. **Approval of the Agenda**
- VI. **Legislative Items –**
 1. **Charter Amendment Resolution 2021-26 A Charter Amendment to allow Mayor/Mayor Pro Tem or Chair to Vote on the Budget Legislation – ATA Miller**
 2. **Resolution 2021-27 - A Resolution Authorizing the Mayor Pro Tem and Council of the Town of Capitol Heights, Authorizing the Purchase of Two Neighborhood Services Department (Property Standards Authority) Vehicles – ATA Miller**
- VII. **Public Comments**
- VIII. **Public Comments**
- IX. **Adjournment**

Council expected to adjourn the Work Session Meeting to Convene Executive Session to discuss Personnel and Legal Issues

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 chair will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such closed session.



Town of Capitol Heights

"A unique experience. Discover us!"

CLOSED SESSION

APRIL 19, 2021

10:35 PM

- I.** Call to Order
- II.** Roll Call
- III.** Executive Session – Personnel and Legal Issues
- IV.** Adjournment



Read and Adopted: April 19, 2021

**TOWN OF CAPITOL HEIGHTS
RESOLUTION 2021-27**

(Drafted by Acting Town Administrator)
Sponsored by: Council Member Rhonda Akers

A RESOLUTION AUTHORIZING THE MAYOR PRO TEM AND COUNCIL OF THE TOWN OF CAPITOL HEIGHTS, MD, AUTHORIZING THE PURCHASE OF TWO NEIGHBORHOOD SERVICES DEPARTMENT (PROPERTY STANDARDS AUTHORITY) VEHICLES

WHEREAS, the Incorporated Town of Capitol Heights is in need of additional Neighborhood Services Department (Property Standards Authority) Vehicles; and

WHEREAS, the Mayor Pro Tempore and Council of the Town of Capitol Heights, Maryland authorizes the Acting Town Administrator and Town Attorney to sign all documents related to the purchase of two hybrid Ford Fusions for the Property Standards Authority.

WHEREAS, the Town will lease/purchase two hybrid Ford Focus at a cost of \$40,500.

WHEREAS, an additional \$4000 is required for extended warranty and GAP insurance.

WHEREAS, the finance option not to exceed 5 years is included.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Town of Capitol Heights, that the applicant point of contact for the Town shall be Acting Town Administrator, Darrell Miller.

AND BE IT FURTHER RESOLVED AND ORDERED that this Resolution shall take effect immediately.

PASSED this 19th Day of April 2021.

THE TOWN OF CAPITOL HEIGHTS, by and through its Mayor and Common Council

Renita A. Cason
Mayor Pro Tempore/Councilmember

ATTEST:

Darrell Miller
Acting Town Administrator

CERTIFICATION

I, HEREBY CERTIFY, as the duly appointed Town Clerk of the Town of Capitol Heights, Maryland, that on the 19th day of April 2021 with _____ Aye votes and _____ Nay votes, the aforesaid Resolution passed.

Robin Bailey- Walls, Town Clerk

Internal Candidate Policy Statement

The Town of Capitol Heights recognizes the distinct advantage of talented employees seeking job and career advancement. Therefore, every job opening in Town will be posted for at least seven (7) workdays through a variety of media such as bulletin board postings, and distribution via email. All staff employees who are seeking job advancement or considering a job change are encouraged to use the job posting system as a method for seeking a suitable position.

Employees who wish to pursue an internal employment opportunity must

1. Respond to the job posting by providing all appropriate documentation in a timely manner; and
2. Maintain a performance level of Meets Expectations or better on their most recent Annual Performance Review; and
3. Perform their current job for a minimum of twelve (12) months. If the vacant position is within the same department, this requires a minimum of six (6) months, and
4. Be in good standing (i.e. not have been placed in Positive Corrective Action within the last year); and
5. Notify their current supervisor if mutual interest continues after an initial interview.

The Hiring Manager must

1. Consider all qualified internal external candidates; and
2. Review and screen eligibility for internal candidates; and.
3. Interview all qualified internal candidates; and.
4. Notify unqualified candidates that the opportunity is not appropriate.
5. Select the best candidate who satisfies all the relevant hiring issues related to qualifications, compensation, timing, affirmative action commitments, and equal opportunity. Notify current Manager, Town Manager and Council of hiring decision before an offer is made.
6. Should no internal candidate meet the requirements or be suitable for the position; recruitment for external candidates may begin.

DRAFT

Action Item Tracker
April 19, 2021
Work Session

| No. | Date Opened | Description/Issue | Status –Work, Public or Closed Session | Requires Council Action on Mgt Report / Disposition | Assigned to | Target Date |
|-------------|----------------------|---|---|--|--|---|
| 42. | 01/07/19 | Updated HOA for London Woods and the Town Draft waiting for a response from the HOA/Town MOU Partnership; follow-up – Jason to send a second letter, CM Cason to investigate why it was not passed on to the HOA Board | Work Session | Resolution 2021-20; not provided for meeting | ATA Miller TA Jason Small | TBD 03/01/21 11/16/20 09/21/20 |
| 57. | 07/06/20 01/22/19 | Prioritize Annexation of Metro City, Petzena Woods and Highmount- ATA Miller will follow through and provide a status | Work Session Work Session Public Session Work Session Work Session | Bi-Weekly updates requested by CM Williams Status Update Talked with Petzena developer Had not heard from POC Will follow through again; CM Cason provided additional information | ATA Miller TA Jason Small | 05/03/21 04/05/21 02/16/21 01/11/21 12/07/20 11/16/20 11/02/20 09/21/20 |
| 67. | 02/04/19 | 3 rd Monday (Quarterly) designated for training – | Work Session | Ethics Training - Legit in attendance How to get ahead of the legislative process was resolved with the approval of hiring a lobbyist | Mayor and Council | TBD 02/08/21 |
| 112. | 04/15/19 | Multiple Services Home Rehab; sent final draft to Town Attorney and Home Rehab team for review; What other companies are interested? | Work Session | | ATA Miller | TBD |
| 136. | 06/01/19 | Greenhouse - Status of the building/construction Greenhouse Greenhouse Town Garden; Investigate in Town locations. Visit the location and research the type and what will be produced | Work Session Work Session Work Session Work Session Work Session Special Session | Ribbon Cutting Status of Construction Dependent on weather Building materials have been delivered; waiting for favorable weather to begin construction Pending delivery and start-up this week. Submitted as a CARES Item Resolution to be provided | CM Williams ATA Miller ATA Miller ATA Miller ATA Miller ATA Miller/ CM Williams CM Williams | 04/19/21 03/22/21 01/11/21 01/04/21 12/21/20 12/07/20 12/01/20 11/30/20 10/19/20 |

Action Item Tracker
April 19, 2021
Work Session

| No. | Date Opened | Description/Issue | Status –Work, Public or Closed Session | Requires Council Action on Mgt Report / Disposition | Assigned to | Target Date |
|------|-------------|--|--|--|--|--|
| 138. | 06/03/19 | Combined Flyer Process; Robin and CM Brown to review and update what Jason wrote | Work Session | | CM Brown Robin Bailey-Walls | 05/17/21 |
| 154. | 07/01/19 | Do a feasibility study to use the Police building as an incubator site; Community Center or for local businesses | Work Session | | ATA Miller TA Jason Small | 05/17/21 |
| 159. | 07/10/19 | Ethics Commission; Candidate discussion in Closed Session | Closed Session | To be discussed in Closed Session Suggestion by CM Brown to open the search for candidates CM Cason – Determine from current candidates who will be the alternative member Ran out of time Ran out of time | Council CM Brown Mayor and Council | TBD 02/08/21 10/26/20 10/19/20 07/20/20 |
| 165. | 07/22/19 | Responsibility transferred to Town Clerk along with ATA Miller Codification; Pat Webster working on the documentation; Combined with # 240 – Code Updates | Work Session Work Session Work Session Work Session Work Session | | ATA Miller | 05/17/21 12/07/20 11/16/20 11/02/20 09/21/20 |
| 177. | 09/09/19 | Retirement Plan; Mayor requests a presentation by the State Contractor | Work Session | Status of Retirement committee ATA Miller reported that a Retirement Committee has been formed (Deputy Morgan, Charles Simpson, Michael Coleman, James Greene, Robin Bailey-Walls (asked to be a member) and ATA Miller) | ATA Miller ATA Miller | 04/19/21 01/11/21 TBD |
| 189. | 10/15/19 | Folders & Scanning Procedures (ShoreScan); Project Folders Suggested and Approved by Council | Work Session | | CM Brown Robin Bailey-Walls | 05/17/21 |

Action Item Tracker
April 19, 2021
Work Session

| No. | Date Opened | Description/Issue | Status –Work, Public or Closed Session | Requires Council Action on Mgt Report / Disposition | Assigned to | Target Date |
|-------------|-------------|---|---|---|---|---|
| 203. | 11/12/19 | Lighting on Parking Lot next to D&V Beauty Salon Building; Waiting on Venus for a response from Pepco | Work Session | | ATA Miller CM Chew | 05/03/21 |
| 204. | 11/12/19 | Mural PEDC (Hair Salon) | Work Session | | Mayor Maldon | TBD |
| 213. | 12/09/19 | Status Update – Creation of a Project Tracker; Included in Status update 05/15/20 | Work Session | | CM Brown | TBD |
| 214. | 12/09/20 | Charter Review; Updates and additions | Special Session | | Mayor Pro Tem and Council | Ongoing |
| 216. | 12/09/19 | Vacant Properties and Lots / Process to obtain information | Work Session | | ATA Miller | 05/03/21 04/05/21 |
| 217. | 12/09/19 | Creating a park like feel; Capitol Heights Blvd to new development | Work Session | | Mayor Maldon | TBD |
| 219. | 02/03/20 | Capitol Heights Day Plan for 2021 | Work Session | Looking to do virtual activities; CM Brown suggested having the parade | ATA Miller | 04/19/21 04/05/21 |
| 220. | 02/03/20 | Mediation | Work Session | | ATA Miller | TBD |
| 225. | 02/03/20 | Status – Vendor RFPs | Work Session Public Session Public Session | Will update in March ATA Miller provided an update on Moved to next Public Session | ATA Miller ATA Miller | 05/03/21 01/11/21 12/28/20 12/14/20 |
| 242. | 03/02/20 | CGI Update; Edited video | Work Session Public Session Public Session Work Session Work Session | Send photos to CM Brown Some footage not reflective of Town; Provide CM Brown with additional photos of residents and Town events to be incorporated in to the video | CM Brown CM Akers/ ATA Miller CM Akers/ATA Miller | 04/19/21 01/11/21 12/14/20 11/02/20 09/14/20 |

Action Item Tracker
April 19, 2021
Work Session

| No. | Date Opened | Description/Issue | Status –Work, Public or Closed Session | Requires Council Action on Mgt Report / Disposition | Assigned to | Target Date |
|--------------|-------------|--|--|---|-----------------|-------------|
| 248. | 04/13/20 | Status of Grant Files Centralized at Town Hall Recommendation was to have ATA Miller manage the grants during Budget Hearings | Work Session | Status Update | ATA Miller | 05/03/21 |
| | | | Public Session | Status Update | ATA Miller | 01/11/21 |
| | | | Work Session | NTI working on Creating Mirror Drive – | ATA Miller | 12/07/20 |
| | | | Work Session | Ran out of time | | 11/09/20 |
| | | | Public Session | Ran out of time | | 11/02/20 |
| | | | Public Session | | | 09/14/20 |
| 279 and 363. | 05/11/20 | Develop a Tracking System for Grants; Grant Management | Work Session | Ran out of time | Bev Habada | 05/03/21 |
| | | | Work Session | Ran out of time | CM Williams | 02/16/21 |
| | | | Work Session | Ran out of time | | 11/09/20 |
| | | | Public Session | Status Update | | 11/02/20 |
| | | | Public Session | No Update | ATA Miller | 09/14/20 |
| | 03/22/21 | Grant Management | | No Update | ATA Miller | 05/18/20 |
| | | | | Develop a plan to manage grants | CM Williams | |
| 310. | 07/03/20 | Status of CARES Reimbursements; Documentation requested; Spreadsheet requested to include what was purchased, cost, what was submitted and what was reimbursed | Work Session | List of items sent and status reimbursement; specifics requested for gift cards - # purchased and monetary breakdown; how many are left | ATA Miller | 05/03/21 |
| | | | Work Session | No funds reimbursed; will follow through and provide a list of what was submitted. Update provided -ATA Miller requested to discuss | | 03/08/21 |
| | | | Work Session | Reviewed at Public Session - Council requested a document to review of expenditures and reimbursement | Ran out of time | 02/16/21 |
| | | | Public Session | | | 02/01/21 |
| | | | Work Session | | | 01/04/21 |
| | | | Public Session | | | 12/21/20 |
| | | | Public Session | | | 12/14/20 |
| | | | | CM Chew/ CM Akers | 11/23/20 | |
| | | | | | 11/09/20 | |
| | | | | | 11/02/20 | |
| 311. | 07/13/20 | Status Updates on Town Projects (Monthly) | Work Session | Ran out of time | ATA Miller | 05/03/21 |
| | | | Public Session | Moved to next Public Session | | 04/05/21 |
| | | | Public Session | Provided in Report | | 02/16/21 |
| | | | Public Session | Ran out of time | | 01/11/21 |
| | | | Work Session | | | 12/14/20 |

Action Item Tracker
April 19, 2021
Work Session

| No. | Date Opened | Description/Issue | Status –Work, Public or Closed Session | Requires Council Action on Mgt Report / Disposition | Assigned to | Target Date |
|------|-------------|--|--|---|---|--|
| 314. | 07/13/20 | Status Update of Grant Reimbursements | Work Session Public Session Public Session Work Session - Monthly | Update to be Provided Grant Status Update; Bev gave a detailed presentation and sent a spreadsheet for review Bev assisting in gathering documentation Miller provided an update | Bev Habada Bev Habada ATA Miller ATA Miller ATA Miller/ CM Cason | 05/03/21 04/05/21 02/16/21 01/11/21 12/07/20 10/19/20 |
| 315. | 07/13/20 | Parliamentarian; Contact MML and other resources to provide a free resource | Work Session Work Session Work Session | ATA Miller to follow through | ATA Miller ATA Miller ATA Miller | 05/17/21 11/02/20 10/19/20 |
| 329. | 09/10/20 | Legislative Policy for Rental and Business Licenses | Work Group Work Session Work Session | Will work with PSA to make recommendations to Council Home Based Businesses – fees | CM Cason/ATA Miller/ Town Clerk/PSA Manager ATA Miller | TBD 04/05/21 12/07/20 |
| 338. | 10/13/20 | To Do Lists | Work Session Work Session | Requested Feedback | CM Brown | 05/03/21 10/19/20 |
| 341. | 10/19/20 | Status of Newsletter Mailer to residents with information on COVID, budget; not to exceed page limit; post on website | Work Session Public Session Public Session Work Session Work Session Work Session Public Session Work Session Public Session Public Session | ATA Miller stated the Newsletters had been sent; requested information for the next publication Miller to send draft to Council ATA will get to M&C by 12/09/20 | ATA Miller | 05/03/21 03/22/21 02/01/21 01/11/21 01/04/21 12/21/20 12/07/20 11/16/20 11/09/20 11/02/20 10/26/20 |

Action Item Tracker
April 19, 2021
Work Session

| No. | Date Opened | Description/Issue | Status –Work, Public or Closed Session | Requires Council Action on Mgt Report / Disposition | Assigned to | Target Date |
|------|--------------------------|---|--|--|--|--|
| 345. | 02/16/21 10/26/20 | Transfer to Town; road resurfacing; should Ramada be responsible Status - Davey Street – Grant application Is it possible to get paved? Possible partnering with the County | Work Session Work Session | Conflicts of ownership between Ramada and County Follow-up on Grant Status Bev Habada provided information on the pending grant Follow-up A grant was applied for to facilitate this; Will talk with Bev to get information. No transition with NSD Director; will have to investigate | Bev Habada/ ATA Miller | 05/03/21 03/01/21 12/21/20 12/07/20 |
| 346. | 10/26/20 | Status of Citibot Operational - start date Citibot; CARES item Citibot- follow through with trail period | Work Session Work Session Work Session Work Session Work Session Work Session Public Session | Ran out of time ATA Miller reported the start date is February Miller anticipates start up soon ATA Miller discussed cost after trial period; to get up and running Previously approved for Trial period | ATA Miller ATA Miller ATA Miller | 05/17/21 04/05/21 02/16/21 01/11/21 01/04/21 12/21/20 12/07/20 09/14/20 |
| 351. | 12/07/20 10/29/20 | Council Concerns | Special Session Work Session Work Session | Council voted to hold special meeting(s) to work out issues; no date established | CM Williams | TBD 11/09/20 |
| 352. | 10/29/20 | Meeting Minutes – Attendance (Sept 14 th , 21 st and 28 th) | Public Session Work Session Work Session | Approval Required | CM Akers CM Akers | 04/26/21 12/07/20 |

Action Item Tracker
April 19, 2021
Work Session

| No. | Date Opened | Description/Issue | Status –Work, Public or Closed Session | Requires Council Action on Mgt Report / Disposition | Assigned to | Target Date |
|------|----------------------------------|--|--|--|--|--|
| 353. | 12/21/20 12/14/20 12/07/20 | COVID-19 and Emergency Plans COVID-19 and Emergency Plans COVID -19 Plan | Work Session Public Session Work Session Work Session | Requested an extension ATA Miller requested an extension Requested to see the documentation; Town Clerk requested the Protocol be disseminated to the staff also ATA Miller stated the Town will follow the State/County; Emergency plans are in place CM Ford requested the Plans for Council review | CM Ford/ ATA Miller CM Ford/ ATA Miller Town Clerk ATA Miller ATA Miller ATA Miller | 05/03/21 04/05/21 03/01/21 02/01/21 01/11/21 12/21/20 |
| 356. | 01/04/21 | London Woods MOU with Police Department | Work Session Public Session Public Session Work Session Work Session | Resolution or new agreement? Vote found invalid per Attorney Best Approved however issue regarding original MOU to be resolved Reviewed Ran out of time. CM Cason requested this be discussed at the next Work Session Ran out of Time | CM Cason/ ATA Miller | TBD 03/08/21 02/22/21 02/16/21 02/01/21 01/19/21 |
| 358. | 01/11/21 | Update Personnel Handbook and Protocol to state internal employees that meet the position requirements are able to apply when positions become available before an outside employment search begins | Work Session | Approval of statement to be added – Ran out of Time Ran out of time | CM Akers/ Town Clerk | 04/19/21 03/29/21 02/16/21 |
| 359. | 01/11/21 | Short term rental Ordinance is needed | Work Session | Determine Council Direction/ Author Ordinance Ran out of time | CM Cason/ James Greene Town Clerk | TBD 02/16/21 |

Action Item Tracker
April 19, 2021
Work Session

| No. | Date Opened | Description/Issue | Status –Work, Public or Closed Session | Requires Council Action on Mgt Report / Disposition | Assigned to | Target Date |
|-------------|-----------------|--|--|--|---------------------------|---|
| 360. | 02/08/21 | Create a protocol to ensure delivery to Council when email system is down | Work Session | Document the Process/ Add phone tree Ran out of Time | ATA Miller/ Town Clerk | 05/03/21 03/01/21 02/16/21 |
| 361. | 02/08/21 | Request that Management Reports be received in writing as opposed to oral reports | Public Session | Reports to be in writing | ATA Miller | Ongoing 03/08/21 02/22/21 |
| 363. | 02/08/21 | Protocol for Virtual Meetings | Work Session | Document the protocol for virtual meetings | CM Ford | 04/19/21 03/01/21 |
| 364. | 02/16/21 | Resident PIA request for Town budget and documentation on gift cards | Work Session | Gift Card Documentation Town Budget Provided | ATA Miller | TBD 03/01/21 |
| 365. | 02/19/21 | Resolution 2021-17; A Resolution to approve Mayor and Council Rules | Work Session Public Session | | ATA Miller | TBD 04/05/21 03/08/21 02/22/21 |
| 366. | 02/22/21 | Process for Town Manager Hiring | Closed Session | No Discussion Mayor Pro Tem requested 3 top candidates be sent to Town Clerk for a tally by 03/12/21 Have documentation to discuss | Council | TBD 03/22/21 03/12/21 03/08/21 03/01/21 |
| 367. | 02/25/21 | PIA Request All attorney bills and invoices during the months of January 2021 through today (Feb 25, 2021, Land Disposition Agreement and contract specifications Re: Argos and TOD project near Capitol Heights Metro Station, Written plan, suggestion, and/or process for hiring a new Town Attorney and a copy of meeting minutes (January 11 2021) | Via email request | | ATA Miller | TBD |

Action Item Tracker
April 19, 2021
Work Session

| No. | Date Opened | Description/Issue | Status –Work, Public or Closed Session | Requires Council Action on Mgt Report / Disposition | Assigned to | Target Date |
|-------------|-------------|--|---|--|---------------------|---|
| 369.. | 03/08/21 | Bates supplying trash cans (resident request) | Requested at Work Session | Determine if the Town will supply the residents trash cans replacements if Bates won't | ATA Miller | TBD |
| 370. | 03/08/21 | Street Repair - Formal Plan is requested on how and when work will be performed (street signs, road repair and so on) | Work Session | | ATA Miller | 05/03/21 |
| 373. | 03/30/21 | Audio Recordings of Council on website | Work Session Work Session | | ATA Miller | 04/19/21 04/05/21 |
| 375. | 04/02/21 | Resolution 2021-23 A Resolution Appointing the Town Auditor for FY 2019-20 and 2020-21 | Work Session Public Session Work Session | More company alternatives are required | ATA Miller | 04/19/21 04/12/21 04/05/21 |
| 376. | 04/02/21 | New GovQA Automation – PIA Requests, Rental/Business Licenses and Building Permits | Work Session | | ATA Miller | 05/17/21 04/05/21 |
| 388. | 04/05/12 | Hiring Policy; Review hiring package | Work Session | | Mayor Pro Tem Cason | 04/19/21 |
| 390. | 04/12/21 | Mayor Pro Tem suggested to provide residents with more information on – A letter of Understanding? | Work Session | | ATA Miller | TBD |
| 391. | 04/12/21 | Discussion on not approving absence due to a family emergency | Closed Session | | CM Cason | 04/19/20 |
| 392. | 04/12/21 | Check Pot hole repair Status on Sultan Avenue Status of road repair due to construction on Brooke Road | Work Session | | ATA Miller | TBD |
| 393. | 04/16/21 | Charter Amendment Resolution 2021-26 – A Charter Amendment Resolution to Allow the Mayor/Mayor Pro Tem or Chair to Vote on Budget Legislation | Work and Public Session | | ATA Miller | 04/19/21 |

Action Item Tracker
April 19, 2021
Work Session

| No. | Date Opened | Description/Issue | Status –Work, Public or Closed Session | Requires Council Action on Mgt Report / Disposition | Assigned to | Target Date |
|------------|--------------------|---|---|--|--------------------|--------------------|
| 394. | 04/16/21 | Resolution 2021-27 A Resolution Authorizing the Purchase of Two NSD/PSA Vehicles | Work and Public Session | | ATA Miller | 04/19/21 |