

# ***ACTION AGENDA***

**Tuesday, November 20, 2012**

**Legislative Day No. 33**

## **COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND**

**9:30 A.M.                    AGENDA BRIEFING – (ROOM 2027) – BRIEFING HELD**

**10:37 A.M.                    CALL TO ORDER**

**INVOCATION:** Randall Schoch, PRF, A.Gr. Chaplain-GL of MD, Rabbi  
(Emeritus), Cong. Sha'are Shalom

### **PLEDGE OF ALLEGIANCE**

1.    **CONSENT AGENDA – ADOPTED AND ALL ACTIONS APPROVED**

All items listed under the consent agenda have been distributed to each member of the Council for review, are considered to be routine and will be acted upon by motion in the form listed. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.

*Approved*

- (a) Approval of County Council Minutes dated April 10, 2012, September 4, 2012 and September 11, 2012.

2.    **CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA**

*None*

3. **PROPOSED CORRESPONDENCE/ADMINISTRATIVE OFFICER’S REPORT**

*Chair authorized to sign*

- (a) Proposed joint signature letter to Dr. David Lever, R.A., D.A., Executive Director, The Interagency Committee on State School Construction, endorsing portions of the Prince George’s County Board of Education’s proposed FY-2014 capital budget request.

(Favorably reported out of C.O.W. on 11/13/2012 with amendments)

4. **PUBLIC HEARINGS: - (COUNCIL HEARING ROOM)**

*Public hearing held; confirmed*

**Appointment of the following individual as Director of The Office of Information Technology for Prince George’s County:**

**Mr. Vennard Wright**

(Favorably reported out of PSFM on 11/1/2012)

5. **PUBLIC HEARING – RESOLUTION ELIGIBLE FOR FINAL READING (ADOPTION)**

*Public hearing held; DR-2 substituted; Adopted*

**CR-83-2012 (DR-2) – A RESOLUTION CONCERNING THE IMPLEMENTATION IN PRINCE GEORGE’S COUNTY OF SENATE BILL 236, THE SUSTAINABLE GROWTH AND AGRICULTURAL PRESERVATION ACT OF 2012** for the purpose of adopting the Prince George’s County Sustainable Growth Act Tier Map.

(Introduced by Council Members Harrison and Franklin on 10/23/2012; favorably reported out of PZED on 11/7/2012 with amendments)

**MOTION REQUIRED TO SUBSTITUTE DR-2 IN LIEU OF DR-1 PRIOR TO ADOPTION**

6. **PUBLIC HEARINGS/BILLS ELIGIBLE FOR THIRD READING – (ENACTMENT)**

*Public hearing held;  
Amended;  
Rules suspended;  
DR-5 Enacted*

**CB-3-2012 (DR-4) AN ORDINANCE CONCERNING INTERIM LAND USE CONTROLS FOR MILITARY INSTALLATION CONFORMANCE** for the purpose of developing new development standards and procedures, including the establishment and imposition of temporary zoning requirements for development of properties in the vicinity of Joint Base Andrews for an established limited period of time. This Ordinance creates requirements for granting permits for development, provides for definitions, and establishes a limited validity period for building permits, creating interim requirements for development in all zones.

(Introduced by Council Members Harrison, Davis and Franklin on 10/9/2012, favorably reported out of PZED on 10/3/2012 with amendments)

**MOTION REQUIRED TO SUSPEND THE RULES TO ALLOW FOR AN EFFECTIVE DATE ON THE SAME DATE AS CB-4-2012.**

*Public hearing held;  
Rules suspended;  
Enacted*

**CB-4-2012 (DR-4) (SUBDIVISION BILL) - AN ACT CONCERNING INTERIM LAND USE CONTROLS (ILUC)** for Military Installation Conformance for the purpose of creating new development standards and procedures, including the establishment and imposition of temporary subdivision requirements for development of properties in the vicinity of Joint Base Andrews for an established limited period of time. This Ordinance amends the Subdivision Regulations to permit the Planning Board to attach conditions to preliminary plans and final plats filed in the ILUC Area and establishes restrictions on preliminary plans in portions of the ILUC Area.

(Introduced by Council Members Harrison, Davis, Franklin and Patterson on 10/9/2012; favorably reported out of PZED on 10/3/2012 with amendments)

**MOTION REQUIRED TO SUSPEND THE RULES TO ALLOW FOR EFFECTIVE DATE ON THE DATE IT BECOMES LAW.**

*Public hearing held;  
Amended;  
Rules suspended;  
DR-2 Enacted*

**CB-67-2012 – AN ORDINANCE CONCERNING VALIDITY PERIODS FOR DETAILED SITE PLANS AND SPECIFIC DESIGN PLANS** for the purpose of temporarily extending the validity periods of all approved applications for Detailed Site Plans and Specific Design Plans that were in a valid status as of January 1, 2012.

(Introduced by Council Member Davis, Harrison, Lehman and Turner on 10/23/2012; favorably reported out of PZED on 10/10/2012)

**MOTION REQUIRED TO SUSPEND THE RULES TO ALLOW FOR EFFECTIVE DATE ON THE DATE IT BECOMES LAW.**

**PUBLIC HEARINGS/BILLS ELIGIBLE FOR THIRD READING – (ENACTMENT) – (CONTINUED)**

*Public hearing held;*  
*Enacted*

**CB-73-2012 (DR-2) – AN ORDINANCE CONCERNING FARMER’S MARKETS** for the purpose of amending regulations concerning Farmer’s Markets.

(Introduced by Council Members Harrison, Davis, Franklin, Olson, Patterson, Toles and Turner on 10/16/2012; favorably reported out of PZED on 10/3/2012 with amendments)

*Public hearing held;*  
*Enacted*

**CB 75-2012 (DR-3) – AN ORDINANCE CONCERNING MIXED-USE TOWN CENTER (M-U-TC) ZONE** for the purpose of requiring detailed site plan approval for certain development projects in the Mixed-Use Town Center (M-U-TC) Zone.

(Introduced by Council Members Olson and Lehman on 10/23/2012; favorably reported out of PZED on 10/10/2012)

*Public hearing held;*  
*Rules suspended;*  
*Enacted*

**CB-76-2012 (DR-2) - AN ORDINANCE CONCERNING INDUSTRIAL ZONES – TRANSFER STATIONS** for the purpose of providing for a transfer station as a permitted use in the I-2 Zone under certain circumstances.

(Introduced by Council Members Harrison, Davis, Franklin, Toles and Turner on 10/9/2012; favorably reported out of PZED on 10/3/2012)

**MOTION REQUIRED TO SUSPEND THE RULES TO ALLOW FOR EFFECTIVE DATE ON THE DATE IT BECOMES LAW.**

*Public hearing held;*  
*Enacted*

**CB-81-2012 (DR-2) – AN ORDINANCE CONCERNING PUBLIC FACILITIES FINANCING AND IMPLEMENTATION PROGRAM (PFFIP)** for the purpose of clarifying that financing strategies for proposed and future development in a specified area include annual cost adjustments in a percentage equivalent to the percentage by which the Engineering News-Record (ENR) cost indices of local construction costs for the Washington Metropolitan area have changed.

(Introduced by Council Members Davis, Franklin, Toles and Turner on 10/23/2012; favorably reported out of PZED on 10/10/2012 with amendments)

*Public hearing held;*  
*Enacted*

**CB-85-2012 (DR-2) – AN ORDINANCE CONCERNING DRY CLEANING AND LAUNDRY STORES OR PLANTS** for the purpose of amending the regulations for dry cleaning and laundry stores or plants in Commercial Zones.

(Introduced by Council Members Franklin, Davis, Patterson and Toles on 10/23/2012; favorably reported out of PZED on 10/10/2012 with amendments)

**PUBLIC HEARINGS/BILLS ELIGIBLE FOR THIRD READING – (ENACTMENT) – (CONTINUED)**

*Public hearing held;  
Enacted*

**CB-91-2012 (DR-2) – AN ORDINANCE CONCERNING ELECTRONIC RECYCLING FACILITIES** for the purpose of defining electronic recycling facility, amending the definition of recycling plant to exclude electronic recycling facilities, and to permit electronic recycling facilities in the I-1 and I-2 Zones under certain circumstances.

(Introduced by Council Members Harrison, Davis, Franklin, Olson and Patterson on 10/23/2012; favorably reported out of PZED on 10/17/2012 with amendments)

*Public hearing held;  
Amended;  
DR-2 Enacted*

**CB-99-2012 - AN ORDINANCE CONCERNING FOOD OR BEVERAGE STORE** for the purpose of amending the regulations for certain food or beverage stores in the C-M Zone.

(Introduced by Council Member Patterson on 10/23/2012; favorably reported out of PZED on 11/7/20/12 with recommended amendments)

**AMENDMENT #1 TO CB-99-2012**

*Public hearing held;  
Amended;  
DR-2 Enacted*

**CB-104-2012 (SUBDIVISION BILL) – AN ACT CONCERNING SUSTAINABLE GROWTH TIER** for the purpose of incorporating Section 9-206 of the Environment Article of the Annotated Code of Maryland and making changes to the subdivision regulations.

(Introduced by Council Member Franklin on 10/9/2012; favorably reported out of PZED on 11/7/2012 with recommended amendments)

**AMENDMENT #1 TO CB-104-2012**

*Public Hearing held;  
Enacted*

**CB-105-2012 – AN ORDINANCE CONCERNING ELEEMOSYNARY OR PHILANTHROPIC INSTITUTIONS** for the purpose of allowing eleemosynary or philanthropic institutions in the R-80 Zone under certain circumstances.

(Introduced by Council Members Franklin, Turner, Toles, Lehman and Patterson on 10/16/2012; favorably reported out of PZED on 11/7/2012)

*Public hearing held;  
Enacted*

**CB-106-2012 – AN ORDINANCE CONCERNING CHECK CASHING BUSINESS** for the purpose of amending certain provisions for check cashing businesses.

(Introduced by Council Members Patterson, Harrison and Davis on 10/16/2012; favorably reported out of PZED on 11/7/2012)

**PUBLIC HEARINGS/BILLS ELIGIBLE FOR THIRD READING – (ENACTMENT) – (CONTINUED)**

*Public hearing  
held;  
Enacted*

**CB-107-2012 – AN ORDINANCE CONCERNING REPEAL OF CHAPTER 10 2007, LAWS OF PRINCE GEORGE’S COUNTY, MARYLAND** for the purpose of repealing the enactment of Chapter 10, 2007 Laws of Prince George’s County, Maryland.

(Introduced by Council Members Franklin and Harrison on 10/16/2012; favorably reported out of PZED on 11/7/2012)

*Public hearing  
held;  
Enacted*

**CB-110-2012 - AN ORDINANCE CONCERNING MAJOR ACTIVITY CENTER (M-A-C) ZONE** for the purpose of permitting a Reducing/exercise salon or health club in the M-A-C Zone.

Introduced by Council Member Turner and Harrison on 10/23/2012; favorably reported out of PZED on 11/7/2012)

*Public hearing  
held;  
Enacted*

**CB-42-2012 (DR-2) – AN ACT CONCERNING LOITERING** for the purpose of amending the Loitering Ordinance and providing for a written warning for the first offense; increasing penalties for the second, third and subsequent written offenses; providing for a certain length of time for return; and generally relating to loitering.

(Introduced by Council Members Toles, Davis, Franklin, Lehman and Turner on 10/23/2012; favorably reported out of PSFM on 10/22/2012 with amendments)

*Public hearing  
held;  
Enacted*

**CB-77-2012 (DR-2) – AN ACT CONCERNING ENERGY CONSERVATION REAL PROPERTY TAX CREDIT** for the purpose of providing that lessees of a solar energy device or geothermal energy device are eligible for the energy conservation real property tax credit; and generally relating to the energy conservation real property tax credit.

(Introduced by Council Members Lehman, Campos, Davis, Franklin, Patterson and Turner. on 10/23/2012; favorably reported out of PSFM on 10/22/2012 with amendments)

*Public Hearing  
held;  
Enacted*

**CB-92-2012 (DR-2) – AN ACT CONCERNING ECONOMIC DEVELOPMENT AND LOCAL EMPLOYMENT** for the purpose of strengthening the requirements for finding “best efforts” by vendors to meet the local hiring percentage goal; and generally providing for the enforcement of County-based business assistance

(Introduced by Council Members Franklin, Harrison, Lehman, Toles and Turner on 10/23/2012; favorably reported out of PSFM on 10/22/2012 with amendments)

**PUBLIC HEARINGS/BILLS ELIGIBLE FOR THIRD READING – (ENACTMENT) – (CONTINUED)**

*Public hearing  
held;  
Tabled*

**CB-93-2012 (DR-3) – AN ACT CONCERNING CONVENIENCE STORES AND GAS STATIONS - PUBLIC SAFETY** for the purpose of decreasing robberies in the County by enhancing convenience store and gas station safety; registering convenience stores and gas stations; requiring training of convenience store employees and gas station employees; providing for security; providing for cash management; providing for visibility and signage; and providing for a grace period and for noncompliance; and generally relating to convenience store and gas station safety.

(Introduced by Council Members Olson, Franklin, Davis, Lehman, Patterson and Toles on 10/23/2012; favorably reported out of PSFM on 10/22/2012 with amendments)

*Public hearing  
held;  
Enacted*

**CB-108-2012 – AN ACT CONCERNING PURCHASING – PUBLIC NOTICE** for the purpose of providing a centralized place for public notice and advertisement for all competitive contracts and procurements that the County offers; providing for the designation of the public notice by the Purchasing Agent; and generally relating to purchasing public notice.

(Introduced by Council Members Franklin, Davis, Harrison, Patterson and Toles on 10/23/2012; favorably reported out of PSFM on 11/8/2012)

*Public hearing  
held;  
Enacted*

**CB-109-2012 – AN ACT CONCERNING SUPPLEMENTARY APPROPRIATIONS IN THE APPROVED FISCAL YEAR 2012 CAPITAL BUDGET** for the purpose of providing a supplementary appropriation to the Library Branch Renovations 2 capital project; decreasing appropriations to the Contingency Appropriation Fund; and amending the Approved Fiscal Year 2012-2017 Capital Improvement Program with regard to expenditures and financing beyond the budget year.

Proposed by: The Chair (by request – County Executive); referral to PSFM

(Introduced by Council Member Turner on 10/23/2012; favorably reported out of PSFM on 10/8/2012)

*Public hearing  
held;  
Enacted*

**CB-36-2012 - AN ACT CONCERNING CODE OF ETHICS** for the purpose of amending the Code of Ethics in order to comply with State law.

(Introduced by Council Members Harrison and Davis on 10/23/2012; favorably reported out of C.O.W. on 10/16/2012)

**PUBLIC HEARINGS/BILLS ELIGIBLE FOR THIRD READING – (ENACTMENT) – (CONTINUED)**

*Public hearing  
held;  
Enacted*

**CB-63-2012 (DR-3) – AN ACT CONCERNING OFFICE OF ETHICS AND ACCOUNTABILITY** for the purpose of creating an Office of Ethics and Accountability within Prince George's County Government; providing for the budget, powers and authority of the Office of Ethics and Accountability; providing for periodic reports and review of the activities of the Office of Ethics and Accountability; and generally relating to the Office of Ethics and Accountability.

(Introduced by Council Members Davis and Franklin on 10/23/2012; favorably reported out of C.O.W. on 10/16/2012 with amendments)

*Public hearing  
held;  
Enacted*

**CB-45-2012 (DR-3) - AN ACT CONCERNING BUILDING CODE** for the purpose of amending the Prince George's County Building ordinance, adopting certain amendments to the 2012 Edition of the International Building Code, International Mechanical Code, International Energy Conservation Code, and International Residential Code for One and Two Family Dwellings, and amending certain sections to include modifications as it relates to building standards.

(Introduced by Council Members Lehman and Turner on 10/23/2012; favorably reported out of THE on 10/9/2012 with amendments)

*Public hearing  
held;  
Enacted*

**CB-78-2012 (DR-3) – AN ACT CONCERNING HOUSING CODE** for the purpose of amending the Housing Code to provide effective expedited code enforcement and eliminate needless delays to bring properties into compliance with the County's minimum housing standards, thereby protecting the health and safety of the residents and the community.

(Introduced by Council Member Harrison on 10/23/2012; favorably reported out of THE on 10/11/2012 with amendments)

*Public hearing  
held;  
Enacted*

**CB-83-2012 (DR-3) – AN ACT CONCERNING COMPLETE AND GREEN STREETS POLICY** for the purpose of the establishment of a complete and green streets policy in Prince George's County; and generally relating to the County road and sidewalk code.

(Introduced by Council Members Olson, Turner, Franklin and Lehman on 10/23/2012; favorably reported out of THE on 10/11/2012 with amendments)



**PUBLIC HEARINGS/BILLS ELIGIBLE FOR THIRD READING – (ENACTMENT) – (CONTINUED)**

*Public hearing  
held;  
Enacted*

**CB-87-2012 (DR-2) – AN ACT CONCERNING COUNTY RECYCLING PROGRAM** for the purpose of amending the recycling program provisions in Prince George's County to establish updated recycling goals and setting forth the time for compliance; amends the residential recycling program for multifamily facilities, establishes a commercial and industrial recycling program and a pilot food composting program, amends the Solid Waste Management Advisory Commission; and generally relating to the County's recycling program.

(Introduced by Council Members Olson, Lehman and Campos on 10/23/2012; favorably reported out of THE on 10/11/2012 with amendments)

*Public hearing  
held;  
Tabled*

**CB-88-2012 (DR-3) - AN ACT CONCERNING EVICTIONS** for the purpose of amending the eviction provisions for notification, removal and placement of tenant property and landlord responsibility in Prince George's County; and generally relating to evictions.

(Introduced by Council Member Campos on 11/23/2012; favorably reported out of THE on 10/16/2012 with amendments)

*Public hearing  
held;  
Enacted*

**CB-89-2012 –(DR-2) - AN ACT CONCERNING COMMON OWNERSHIP COMMUNITIES RENTAL HOUSING LICENSE REQUIREMENTS** for the purpose of amending the rental housing license requirements for single-family and multifamily rental facilities in common ownership communities, allowing for suspension, revocation and denial of licenses in certain circumstances; and generally relating to rental housing licenses in Prince George's County.

(Introduced by Council Members Turner, Toles, Patterson, Olson, Campos, and Lehman on 10/23/2012; favorably reported out of THE on 10/11/2012 with amendments)

*Public hearing  
held;  
Enacted*

**CB-111-2012 - AN ACT CONCERNING WATER AND SEWER COST DISCLOSURE** for the purpose of requiring a seller to provide certain information relating to water and sewer service costs and bills to a buyer who submits an offer to purchase a single family home; and generally relating to real property, energy and environmental policy.

(Introduced by Council Member Patterson on 10/23/2012; favorably reported out of THE on 11/8/2012)

**PUBLIC HEARINGS/BILLS ELIGIBLE FOR THIRD READING – (ENACTMENT) – (CONTINUED)**

*Public hearing held;  
Amended;  
DR-2 Enacted*

**CB-112-2012 - AN ACT CONCERNING THE FIVE-YEAR CONSOLIDATED HOUSING AND COMMUNITY DEVELOPMENT PLAN** for the purpose of amending the provisions of the County's Five-Year Consolidated Housing and Community Development and Annual Action Plans by adding requirements under Section 3 of the Housing and Urban Development Act of 1968, as amended; and generally relating to housing and community development in the County.

(Introduced by Council Member Franklin on 10/23/2012; reported out of THE on 11/8/2012 with no recommendation)

*Public hearing held;  
Enacted*

**CB-41-2012 (DR-3) – AN ACT CONCERNING ANIMAL CONTROL - EAR TIPPED CATS** for the purpose of defining an ear tipped cat; imposing conditions on the trapping and release of ear tipped cats; providing for a review provision; and generally relating to ear tipped cats.

(Favorably reported out of THE on 6/19/2012 with amendments; introduced by Council Member Lehman on 6/19/2012; public hearing held and recommitted to THE on 7/24/2012; favorably reported out of THE on 10/16/2012 with amendments; DR-3 substituted in lieu of DR-2 on 10/23/2012)

7. **RESOLUTIONS ELIGIBLE FOR FINAL READING – (ADOPTION)**

*Adopted*

**CR-86-2012 – A RESOLUTION CONCERNING LOANS TO VOCUS, INC. (“VOCUS”) FROM THE MARYLAND ECONOMIC DEVELOPMENT ASSISTANCE AUTHORITY AND FUND (“MEDAAF”) AND PRINCE GEORGE’S COUNTY, MARYLAND (THE “COUNTY”)** for the purpose of endorsing a loan not to exceed \$500,000 to Vocus from the Maryland Department of Business and Economic Development (“DBED”) and MEDAAF and authorizing a conditional loan by the County to Vocus not to exceed \$100,000 for eligible project costs associated with leasing a facility in the County for expansion and capital expenditures.

Proposed by: The Chair (by request – County Executive); referral to PSFM

(Introduced by Council Members Harrison, Davis, Franklin, Lehman, Olson, and Turner on 10/23/2012; favorably reported out of PSFM on 11/8/2012)

**RESOLUTIONS ELIGIBLE FOR FINAL READING – (ADOPTION) – (CONTINUED)***Adopted*

**CR-87-2012 – A RESOLUTION CONCERNING COMPENSATION AND BENEFITS – POLICE OFFICIALS – SALARY SCHEDULE P-O SCHEDULE OF PAY GRADES** for the purpose of amending the Salary Plan of the County to reflect certain wage and benefit modifications of Police Officials.

(Introduced by Council Member Harrison on 11/7/2012; favorably reported out of PSFM on 11/8/2012)

*DR-2  
substituted;  
Adopted*

**CR-88-2012 (DR-2) - A RESOLUTION CONCERNING TOWN CENTER AT CAMP SPRINGS DEVELOPMENT DISTRICT** for the purpose of designating a contiguous area within Prince George’s County, Maryland (the “County”) as a “development district” as that term is used in Sections 12-201 through 12-213, inclusive, of the Economic Development Article of the Annotated Code of Maryland, as amended (the “Tax Increment Financing Act”), such development district to be located in an unincorporated area of the County known as “Camp Springs”, Maryland and to be known as the “Town Center at Camp Springs Development District”; providing for, and determining, various matters in connection with the establishment of a development district, creating a tax increment fund with respect to the development district, and allocating certain property taxes with respect to the development district to be paid over to the tax increment fund as provided in the Tax Increment Financing Act; making certain findings and determinations with respect to the tax increment fund and the uses of such fund; providing that special obligation bonds may be issued from time to time pursuant to an ordinance or ordinances enacted in accordance with the Tax Increment Financing Act and secured by the tax increment fund; and generally relating to the Town Center at Camp Springs Development District.

(Introduced by Council Members Harrison and Franklin on 11/7/2012; favorably reported out of PSFM on 11/8/2012 with amendments)

**MOTION REQUIRED TO SUBSTITUTE DR-2 IN LIEU OF DR-1 PRIOR TO ADOPTION**

3:08 P.M.

8. **DISTRICT COUNCIL ITEM – (COUNCIL HEARING ROOM)**

*(SEE SEPARATE ACTION AGENDA)*

**ADDITIONS TO THE AGENDA**

3. **PROPOSED CORRESPONDENCE/ADMINISTRATIVE OFFICER'S REPORT – (page 2)**

*Chair authorized to sign*

- (b) Proposed joint signature letter to the Honorable Martin O'Malley, Governor, State of Maryland, supporting a change to the State's calculation of the Net Taxable Income ("NTI") for K-12 education funding for Prince George's County.

9. **INTRODUCTION AND ADOPTION OF RESOLUTIONS**

*Introduced;  
Rules suspended;  
Adopted*

**CR-91-2012 - A RESOLUTION CONCERNING BUILDING AND USE AND OCCUPANCY PERMITS** for the purpose of supporting mandatory notice requirements by the Department of Environmental Resources at the time of acceptance of an application for certain Building and Use and Occupancy Permits.

*Introduced by Council Members Toles, Turner, Davis and Patterson*

**COUNCIL SHOULD EITHER CONVENE AS THE COMMITTEE OF THE WHOLE OR SUSPEND THE RULES PRIOR TO ADOPTION**

**REQUESTS BY THE GENERAL PUBLIC TO ADDRESS THE COUNCIL**

*None*

**3:29 P.M.**

**ADJOURN**

**REMINDERS**

Thurs., Nov. 22, 2012

**THANKSGIVING DAY HOLIDAY**

Fri. Nov. 23, 2012

**HOLIDAY – EMPLOYEE APPRECIATION DAY**

Tues., Dec. 4, 2012

10:00 a.m. County Council Call to Order  
**EXCHANGE OF GAVEL**

**DECEMBER RECESS**