

COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND
2017 Legislative Session

Resolution No. CR-1-2017

Proposed by Council Chairman Davis

Introduced by Council Members Davis, Lehman, Turner, Glaros, Franklin,
Taveras, Patterson and Toles

Date of Introduction December 6, 2016

RESOLUTION

1 A RESOLUTION concerning
2 County Vehicle Use Review Board
3 For the purpose of establishing a County Vehicle Use Review Board for members of the County
4 Council to supplement current personal take home vehicle procedures of Prince George's
5 County.

6 WHEREAS, the County Council of Prince George's County ("County Council") takes note
7 of the broad authority set forth in the Charter for Prince George's County, Maryland, to establish
8 certain procedures regulating County governmental operations in furtherance of the provisions
9 set forth in the Prince George's County Code; and

10 WHEREAS, Section 1-102(a)(1) of the County Code defines Administrative regulations as
11 "written orders which are issued by the County Executive or Chief Administrative Officer of the
12 County and compiled in a manual"; and

13 WHEREAS, in accordance therewith, Administrative Procedure 110 ("AP 110") establishes
14 an Administrative Procedures Manual for Prince George's County to document and coordinate
15 the interdepartmental operations of County Offices and Departments; and

16 WHEREAS, as set forth within Section (2.f) of AP 110, there is a 600 Series within the
17 County Administrative Procedures Manual addressing Procurement, Maintenance, and
18 Transportation, to include subjects relating to the procurement, maintenance, and operation of
19 County equipment and operating supplies; and

20 WHEREAS, within the 600 Series, there is an Administrative Procedure 610 ("AP 610")
21 that provides specific operational policies relating to the management, assignment, and use of
22 County-owned or leased motor vehicles; and

1 WHEREAS, in particular, AP 610 sets forth processes necessary to manage the
2 governmental function of assignment and use of all County-owned or leased passenger vehicles
3 assigned to County agencies, and to limit certain vehicle assignments to specific officials and
4 employees; and

5 WHEREAS, AP 610 sets forth certain minimum eligibility requirements for usage of
6 County vehicles, as well as a list of Driver Assignment Classifications in Sections 2 and 3,
7 respectively; and

8 WHEREAS, Section 3.2 of AP 610 permits general assignment criteria and driver
9 assignment options for County vehicles, including a Take Home vehicle assignment
10 classification intended for County elected officials, select appointed County officials, and certain
11 County public safety personnel; and

12 WHEREAS, the Council takes further notice of the requirements of Administrative
13 Procedure 621 (“AP 621”), “Red Flag Program,” which recites additional policies and detailed
14 enforcement procedures applicable to all authorized drivers eligible to drive a County vehicle;
15 and

16 WHEREAS, in furtherance of the foregoing policies and regulations within AP 610,
17 Appendix 9.6 to AP 610 provides additional relevant information concerning appropriate
18 operation of County vehicles, including driver responsibilities, emergency repairs, and
19 procedures to address certain motor vehicle violations; and

20 WHEREAS, pursuant to Section 301 of the County Charter, the Legislative Branch of the
21 County government shall consist of the County Council and the officers and employees thereof;
22 and

23 WHEREAS, members of the County Council are elected officials authorized for Take
24 Home driver assignment classification of a County vehicle; and

25 WHEREAS, based on the foregoing, the County Council finds that there is a need to
26 evaluate the current County administrative procedures relating to the use of County Vehicles for
27 potential refinements to AP 610 and AP 621; and

28 WHEREAS, Section 506 of the County Charter authorizes the County Council to appoint
29 temporary advisory boards of citizens of the County to assist in the consideration of County
30 policies; and

1 WHEREAS, a Resolution adopted by the County Council is a measure having the force and
2 effect of law with a temporary or administrative character.

3 NOW, THEREFORE, BE IT RESOLVED by the County Council of Prince George's
4 County, Maryland, that the County Vehicle Use Review Board is hereby established.

5 BE IT FURTHER RESOLVED that the County Vehicle Use Review Board shall consist of
6 three (3) members appointed by the Chair of the Council, to include one County resident from
7 the northern portion of Prince George's County; one County resident from the central portion of
8 the County; and one County resident from the southern portion of the County.

9 BE IT FURTHER RESOLVED that it shall be the duty of the County Vehicle Use Review
10 Board to review County Administrative Procedures 610 and 621 in light of current best practices
11 and a survey of current vehicle use procedures applicable to surrounding or comparable
12 governmental entities; and to compile a preliminary report of proposed recommendations for
13 amendments, additions, or other refinements to the County's procedures for use of County
14 vehicles, including Take Home County vehicle assignment classification, for submission to the
15 County Council, Council Administrator, and the County Executive on or before June 30, 2017.

16 BE IT FURTHER RESOLVED that the County Vehicle Use Review Board shall also have
17 the power to make recommendations to the Chair of the County Council for suspension and/or
18 revocation as to the Take Home County vehicle assignment classification of a Council Member,
19 based on the Board's review of notifications and other relevant public records demonstrating
20 misuse, abuse, or other good cause, including motor vehicle violations, traffic citations, parking
21 citations, or accident reports required by County Administrative Procedures 610 and 621.

22 BE IT FURTHER RESOLVED that, in furtherance of its duty to review and recommend
23 the suspension or revocation of a Council Member's Take Home vehicle assignment
24 classification, above, the County Vehicle Use Review Board shall adopt and submit, on or before
25 June 30, 2017, its by-laws governing the board, including other procedural requirements and
26 specific criteria to substantiate any recommendation to suspend or revoke the Take Home
27 County vehicle assignment classification of a member of the County Council.

28 BE IT FURTHER RESOLVED that the County Vehicle Use Review Board should consider
29 the possibility of issuing an annual compliance report to the County Council listing all public
30 records relating to any motor vehicle violations, traffic citations, parking citations, or accident
31 reports

1 required by County Administrative Procedures 610 and 621;

2 BE IT FURTHER RESOLVED that the Council Administrator shall provide appropriate
3 staff support for the County Vehicle Use Review Board to assist with the work associated with
4 the duties assigned herein.

Adopted this 6th day of December, 2016.

COUNTY COUNCIL OF PRINCE
GEORGE'S COUNTY, MARYLAND

BY: _____
Derrick Leon Davis
Chairman

ATTEST:

Redis C. Floyd
Clerk of the Council