



City Manager's Office

MEMORANDUM

To: City of College Park Council Members

From: Scott Somers, City Manager

Date: November 24, 2015

Subject: **CITY OF COLLEGE PARK WEEKLY BULLETIN**

Attachments: Thanksgiving Safety Tips; Planning Department's Public Listening Session; College Park Community Foundation 2015 Awards Gala; PGPD and UMPD Police Flyer regarding safety; College Park Live Smart, Eat Local Tour; SHA I-95/I-495 Project; and If I Were Mayor Contest.



**City offices will be closed Thursday and Friday,
November 26 and 27, 2015 for the Thanksgiving holiday.**

City Hall will reopen on Monday, November 30th.

Administration

- Scott Somers, City Manager, presented to a delegation of government officials from the Anhui Province, China on functions and services provided by the City of College Park, its organizational structure, and the council-manager form of government.
- Scott Somers, City Manager, met with Youth and Family Services staff at the Spellman House to become acquainted with the programs and services the City provides for seniors.
- Mayor Fellows, Mayor-elect Wojahn, and Scott Somers, City Manager, met with Dr. Loh, UMD President, Carlo Collelo, UMD Vice President for Administration & Finance, to discuss how each organization may assist one another with their common and separate goals.
- Bob Ryan, Public Services Director and Scott Somers, City Manager attended the Neighborhood Quality of Life Public Safety and Code Enforcement Subcommittee meeting.
- Administrative staff have been preparing the new Council Orientation Manual.
- Administrative staff have been preparing for the Legislative Dinner (Monday, November 30).

Planning

- Established by the City of College Park to retain high-quality retail tenants, the Retail Business Improvement Fund is a citywide program that reimburses qualified businesses for leasehold improvements.

Applicants are eligible for up to \$5,000 in matching grant funds. However, matching funds cannot exceed 50% of the total cost of an eligible improvement project. Grants will be awarded on a competitive basis with a submission deadline for the initial round of review. Subsequent rounds of review will be announced should funding remain available after the initial round.

Applications for the first round of review are due on **November 30, 2015**. For more information contact Randall Toussaint at rtoussaint@collegetparkmd.gov.

- Economic Development staff toured the University of Maryland Technology Enterprise Institute (MTech) that is housed within the James Clark School of Engineering along with representatives from the Maryland Department of Commerce and Prince George's County Economic Development Corporation. M-Tech is a new technology incubator that provides students, faculty, and private sector companies with resources to develop and launch successful companies.
- Community Development staff attended a Sustainable Maryland training workshop co-sponsored by the Maryland Municipal League and Smart Growth America. The program included strategies for financing solar projects and for increasing community engagement in these efforts. The City is a Sustainable

Maryland Certified Community, a process that required demonstrating its commitment to environmental sustainability through accomplishment of actions such as establishing a community garden.

- Community Development staff met with SHA Safe Routes to School Program representatives to launch our Hollywood Road Sidewalk Study. This study will develop an approach to providing a sidewalk on one or both sides of the road.
- The Director and Community Development staff coordinated with Metropolitan Washington Council of Governments to finalize consultant selection for a Citywide Bicycle Boulevards Study. This study is provided by the Transportation Land Use Connections program, a competitive program to provide municipalities with technical assistance for innovative planning efforts.
- Small Business Saturday will take place on November 28, 2015. Show your support of College Park’s small businesses by:
 1. Visiting your favorite local stores on Saturday
 2. Taking a “selfie” of yourself while you shop
 3. Posting the picture on Facebook or Twitter using the hashtag #ShopCollegePark or #ShopSmall



- WMATA received 4 joint development proposals from teams interested in the College Park Metro site and Prince George’s County also received 4 submissions from developers responding to their Request for Qualifications for the county-owned site at Paint Branch Parkway and River Road. At this time, all specific information is confidential and being evaluated.

Public Services

1. CODE ENFORCEMENT

- CEO staff opened 27 cases for various code violations. One municipal infraction was issued for a housing code violation.
- Clerical staff opened 38 cases relating to missing lead paint documentation and residential OP billing letters.
- Code Enforcement Officers responded to 8 calls for noise complaints. Four municipal infractions were issued for noise violations.

- 26 single family inspections and 7 re-inspections were conducted.
- 4 condos were inspected.
- 2 large apartment buildings were inspected with a total of 557 units.
- 1 apartment building with 2 units was re-inspected.
- 10 commercial establishments were inspected.
- Code staff was in District Court Wednesday, November 18 with 13 Municipal Infraction cases.
- Code Enforcement Officers attended training at UMD MFRI on Thursday, November 19 relating to the changes/updates in the state Fire Prevention Code as a result of the adoption of the 2015 editions of NFPA1 and 101 of the Life Safety Code.

2. ANIMAL CONTROL

- The ACO performed the following services:
 - Implanted microchips into 3 dogs for a resident
 - Impounded an abandoned guinea pig and transported to PGAMG for stray hold
 - Facilitated the transfer of an under-socialized kitten into local rescue
 - Removed a cat carcass from private property
 - Removed a squirrel carcass from public property
 - Removed a squirrel carcass from private property
 - Impounded an injured squirrel pup
 - Served as staff liaison at animal welfare committee meeting on Wednesday, Nov. 18, 2015
 - Represented the City in District Court for 5 citations on Wednesday, Nov. 18, 2015

3. SPECIAL EVENTS

- The last UMD home football game of the season was held at noon on Saturday, Nov. 21, 2015. Additional City Contract Police and Code Enforcement Officers worked and responded to investigate noise complaints and large pre-game gatherings. A Code Enforcement Officer worked in the joint agency Game Day Operations Center at UMPD to provide coordination and communication with other agencies working in the City for this event.
- UMD home basketball games were held on Tuesday and Friday nights. Heavy traffic city-wide, and downtown experienced pregame parking congestion. No other community impact was reported.

Public Works

- Curbside leaf collection is still on schedule – thanks to the good weather. There will be no leaf collection on Thursday and Friday, November 26-27 because of the Thanksgiving Holiday.
- Public Works will be closed on Thursday and Friday, November 26 and 27, for the Thanksgiving Holiday. Refuse and recycling will be collected on the regularly scheduled days, but there will be NO special collections for brush, electronics, or bulk trash.

MEETINGS AT A GLANCE:

TUESDAY, NOVEMBER 24, 2015

7:00 P.M. Public Hearings (see attached flyers)

7:30 P.M. Mayor & Council Regular Meeting at City Hall

THURSDAY & FRIDAY, NOVEMBER 26 & 27, 2015

City closed for Thanksgiving Holiday.

MONDAY, NOVEMBER 30, 2015

6:30 P.M. College Park Legislative Dinner at University of Maryland Golf Course

7:30 P.M. College Park Community Foundation Board meeting at City Hall

TUESDAY, DECEMBER 1, 2015

7:30 P.M. Oral Argument CEO-2015-02 followed by Mayor & Council Worksession



Thanksgiving Safety

The kitchen is the heart of the home, especially at Thanksgiving. Kids love to be involved in holiday preparations. Safety in the kitchen is important, especially on Thanksgiving Day when there is a lot of activity and people at home.



- » Stay in the kitchen when you are cooking on the stovetop so you can keep an eye on the food.
- » Stay in the home when cooking your turkey and check on it frequently.
- » Keep children away from the stove. The stove will be hot and kids should stay 3 feet away.
- » Make sure kids stay away from hot food and liquids. The steam or splash from vegetables, gravy or coffee could cause serious burns.
- » Keep the floor clear so you don't trip over kids, toys, pocketbooks or bags.
- » Keep knives out of the reach of children.
- » Be sure electric cords from an electric knife, coffee maker, plate warmer or mixer are not dangling off the counter within easy reach of a child.
- » Keep matches and utility lighters out of the reach of children — up high in a locked cabinet.
- » Never leave children alone in room with a lit candle.
- » Make sure your smoke alarms are working. Test them by pushing the test button.

Did you know?



Thanksgiving is the leading day of the year for home fires involving cooking equipment.

Have activities that keep **kids out of the kitchen** during this busy time. Games, puzzles or books can keep them busy. Kids can get involved in Thanksgiving preparations with recipes that can be done **outside** the kitchen.



Your Source for SAFETY Information

NFPA Public Education Division • 1 Batterymarch Park, Quincy, MA 02169

PUBLIC LISTENING SESSION

Date: December 3, 2015

Place: City Hall Council Chambers

Time: 7:30 p.m.—9:00 p.m.

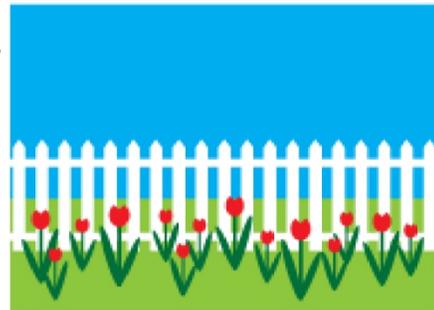
*The College Park Advisory
Planning Commission invites your
participation in a Public Listening
Session on the City of College Park
Fence Ordinance enacted in 2005.*

How does the city define a fence?

Where can my fence be located?

*What size and type of fence can
I have?*

When do I need a permit?



*Obtain information from City staff and share
your thoughts about the Fence Ordinance.*

*To view the City's Fence Ordinance go to
<http://ecode360.com/9897183>.*



*For more information, contact City of College Park Planning Department at 240-487-3538.
Written comments will be accepted until December 10, 2015. Mail to City of College Park
Planning Department, 4500 Knox Road College Park, MD 20740
or e-mail to twilliams@collegetparkmd.gov*



COLLEGE PARK COMMUNITY FOUNDATION

2015 AWARDS GALA

Saturday, December 5 | 6:00 pm - 11:00 pm

CPCF's Annual Awards Gala is CPCF's signature event that:

- Recognizes our current class of grantees
- Brings the College Park community together
- Raises funds to help CPCF continue and expand its grant giving and outreach programs.



For the first time, the 2015 Annual Awards Gala will feature:

- Dinner & Dancing
- Presentation of the CPCF Chair's Award, honoring an outstanding College Park citizen, organization, or business.
- Like past years, the Gala will continue to feature a silent auction, community spirit, and wonderful company and conversation!



Tickets \$50

cpcfgala2015.brownpapertickets.com

Join us for our next

College Park Live Smart, Eat Local Tour

Wednesday, December 16th at 7:00 p.m.

Mamma Lucia Restaurant

4734 Cherry Hill Road, College Park

**Meet the new City Manager
While Enjoying Southern Italian Cuisine**

Wednesday, December 16th at 7pm


**Live Smart,
Eat Local Tour**

Mamma Lucia Restaurant

LOCATION
Mamma Lucia
4734 Cherry Hill Road

FEATURED GUEST
Scott Somers
College Park City Manager



Prince George's County Police Department University of Maryland Police Department



As the upcoming school breaks approach, the Prince George's County Police Department (PGPD) and the University of Maryland Police Department (UMPD) are reminding residents of ways to safeguard their home. We hope this information serves as a reminder of what you can do to reduce your chance of becoming a victim of a crime and to help you remain safe .

Protecting your residence while you are home or away:

- Keep windows locked, regardless if they are upper or lower level windows.
- Remember to lock your doors, even when you are home.
- If you have a home security system, engage your alarm when you are away and when you are in for the night.
- Use blinds and drapes for privacy.
- Place lights on a timer to give the appearance of someone being home.
- Ensure bushes are trimmed back to remove hiding places for potential criminals.
- Store away and secure any loose items that might be in the yard, for example, a ladder, tools, etc.
- Ensure your home has good interior & exterior lighting for safety & protection.
- Never place a key over your doorway or outside the house. Consider leaving a key with a trusted friend or neighbor.
- Ask a friend or a trusted neighbor to keep an eye on your residence while you are away.
- Take valuable items such as jewelry, money, portable electronic devices, etc., with you to avoid potential theft.
- If you are leaving your vehicle for a long period of time, remove items of value, secure windows and doors, and if you have a security feature, engage it.
- Never enter your home if you see that a door or window has been forced. Go to the nearest safe place and contact police immediately.

Report any off-campus unusual or suspicious activity immediately to PGPD:

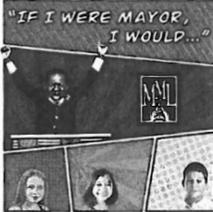
Prince George's County Police Department – Emergency Line: 911;

Non-Emergency Line: (301) 352-1200

University of Maryland Police Department – Emergency Line: (301) 405-3333 or #3333 from a cell phone; Non-Emergency Line: (301) 405-3555



"If I Were Mayor, I Would..." Essay Contest



Plan a school visit **SOON!**

RECEIVED

NOV 20 2015

City of College Park
Administration Office

M & C
Somers
Gardner
Hytjeff

Dear Mayor and Council,

The best way to ensure students understand how municipal government works is to hear it directly from an official. Please consider conducting a school visit before the essay contest deadline of March 31st. We've found that, often, the strongest essays come from schools that have had the opportunity to hear from and ask questions of a municipal official about municipal government, its role in the community and what a Mayor does.

This year's essay theme is "Rising to the Challenge." To help strengthen the students' understanding, feel free to give real-world examples revolved around the essay contest questions, which can be found on the enclosed essay contest entry form.

This packet also includes a poster. The entry form and study guide can also be downloaded from MML's website under Programs and Services: Mayor's Essay Contest. To help promote the contest and inform constituents that you support it, please place the enclosed poster in a public location in your city/town.

The 4th grade classrooms of all public and private schools will be mailed the contest entry form and posters in December. Teachers are encouraged to reach out to local officials and request a school visit. Please try to accommodate them if you are contacted.

The essay contest is open to all Maryland 4th grade students enrolled during the 2015-2016 school year. One winner from each participating MML district will be invited to participate in the Contest Awards Ceremony. Each will also receive \$100. The ORIGINAL essays must be submitted to MML by March 31, 2016. If submitting on behalf of your local school(s) and you wish to keep the entries, please make copies for your municipality.

All entries must have a completed official contest entry form attached. Teachers may submit any number of entries using ONE form. Copies of the form are also acceptable.

If you have questions, contact Paula Chase Hyman or Sharon Easton at 410/268-5514 or: paulah@mdmunicipal.org; sharone@mdmunicipal.org.