



**SEPTEMBER 24, 2013**  
**CITY OF COLLEGE PARK**  
**COUNCIL CHAMBERS**

**7:30 P.M.**  
**MAYOR AND COUNCIL MEETING**  
**AGENDA**

**(There will be a Closed Session After the Meeting)**

MEDITATION

PLEDGE OF ALLEGIANCE: Councilmember Wojahn

ROLL CALL

MINUTES: Special Session on September 3, 2013; Public Hearing on Ordinance 13-O-09 on September 10, 2013; Regular Meeting on September 10, 2013; Special Session on September 17, 2013.

ANNOUNCEMENTS

ACKNOWLEDGMENT OF DIGNITARIES

ACKNOWLEDGMENT OF NEWLY APPOINTED BOARD AND COMMITTEE MEMBERS

AWARDS

PROCLAMATIONS

AMENDMENTS TO THE AGENDA

CITY MANAGER'S REPORT: Joe Nagro

STUDENT LIAISON'S REPORT: Catherine McGrath

COMMENTS FROM THE AUDIENCE ON NON-AGENDA ITEMS

PRESENTATION

**CONSENT AGENDA**

13-G-101 Field Use Requests for Duvall Field: a) Maryland Stingers Women's Rugby Club, Tuesday and Thursday evenings from September 10 – November 7, 2013; b) College Park Boys and Girls Club, Monday, Wednesday and Friday evenings, September 20 – November 6 for Fall Lacrosse for PG Pride; c) Berwyn Christian School, after school soccer practice, Tuesdays and Thursdays, September 10 – November 7.

Motion by:  
To: Adopt  
Second:  
Aye: \_\_\_\_\_  
Nay: \_\_\_\_\_  
Other: \_\_\_\_\_

- 13-G-102 Award of Contract for CP-13-07 Demolition Services to Goel Services, Inc. of Washington, DC for \$48,000 in substantially the form as attached, subject to the approval of the City Attorney; and Authorization for the City Manager to sign.
- 13-G-103 Approval of a Letter in Support of an Advisory Work Group to Comment on the Redesign of the Hyattsville Library

**ACTION ITEMS**

- |          |   |  |
|----------|---|--|
| 13-G-105 | Approval of a letter to President Loh supporting the College Park City-University Partnership "Sustainable College Park" project    | Motion by: Mitchell<br>To: Approve<br>Second:<br>Aye: ___ Nay: ___<br>Other: _____ |
| 13-R-20  | Adoption of a Resolution of the Mayor and Council of the City of College Park Establishing the Neighborhood Stabilization Committee | Motion by: Wojahn<br>To: Adopt<br>Second:<br>Aye: ___ Nay: ___<br>Other: _____     |
| 13-G-106 | Appointment To Boards and Committees  | Motion by:<br>To:<br>Second:<br>Aye: ___ Nay: ___<br>Other: _____                  |

**COUNCIL COMMENTS**

**COMMENTS FROM THE AUDIENCE**

**ADJOURN**

**CLOSED SESSION**

There will be a Closed Session following the conclusion of the Regular Meeting to Consult with Counsel on a Legal Matter

**In accordance with the Americans With Disabilities Act, if you need special assistance, you may contact the City Clerk's Office at 240-487-3501 and describe the assistance that is necessary. This agenda is subject to change. For current information, please contact the City Clerk.**

# MINUTES

**MINUTES**  
**Special Session of the College Park City Council**  
**Council Chambers**  
**Tuesday, September 3, 2013**  
**8:49 p.m. – 8:50 p.m.**

**PRESENT:** Mayor Fellows; Councilmembers Kabir, Wojahn, Catlin, Dennis, Stullich, Day, and Afzali. Councilmember Mitchell was present but was out of the room when the Special Session occurred.

**ABSENT:** None.

**ALSO PRESENT:** Joseph Nagro, City Manager; Suellen Ferguson, City Attorney; Janeen Miller, City Clerk; Terry Schum, Director of Planning; Bob Stumpff, Director of Public Works; Bob Ryan, Director of Public Services.

During the discussion of a scheduled Worksession item of the College Park City Council, a motion was made by Councilmember Stullich and seconded by Councilmember Afzali to enter into a Special Session. The motion carried 7 – 0 – 0 and the Council entered into the Special Session at 8:49 p.m.

**Action Items:**

**13-G-95 Approval of a Letter to the BOLC re: Big Play Sports Grill**

**A motion was made by Councilmember Day and seconded by Councilmember Stullich that the City amend the letter sent to the Board of License Commissioners on August 13, 2013 by sending a new letter stating 1) that the reason Big Play was carding patrons at the door is because it is a requirement of the Property Use Agreement with the City, and 2) that as far as we know, this establishment is not a threat to the health and safety of the public.**

There were no comments from the audience or from the Council.

**The motion passed 6 – 0 – 1 (Kabir abstained and Mitchell was out of the room).**

**Adjourn: A motion was made by Councilmember Afzali and seconded by Councilmember Stullich that the City Council adjourn from Special Session. The motion passed 7 – 0 – 0 and the Special Session was adjourned at 8:50 p.m.**

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Janeen S. Miller  
City Clerk

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Date  
Approved

**MINUTES**  
**Public Hearing of the College Park City Council**  
**Tuesday, September 10, 2013**  
**7:15 p.m. – 7:16 p.m.**

**13-O-09**

**Ordinance Of The Mayor And Council Of The City Of College Park, Maryland, Amending Chapter 125 “Housing Regulations” By Repealing And Reenacting §125-8 “Maintenance Of Dwellings” To Require That Roofs Be Covered With Materials Designed For Use As A Permanent Roofing Surface**

**PRESENT:** Mayor Fellows; Councilmembers Kabir, Catlin, Dennis, Stulich and Mitchell.

**ABSENT:** Councilmembers Afzali, Wojahn, and Day.

**ALSO PRESENT:** Janeen Miller, City Clerk; Suellen Ferguson, City Attorney.

Mayor Fellows opened the public hearing on Ordinance 13-O-09 at 7:15. Ms. Ferguson gave an overview: This ordinance came about because we had a situation in court where a resident had a blue tarp on their roof for over a year. We realized we needed a better written law to regulate this type of situation. This ensures that the material used to cover a roof is meant for covering a roof.

Mayor Fellows invited public comment. There was none.

Mayor Fellows closed the public hearing at 7:16 p.m.

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Janeen S. Miller, CMC

Date Approved

**MINUTES**  
**Regular Meeting of the College Park City Council**  
**Tuesday, September 10, 2013**  
**7:30 p.m. – 8:26 p.m.**

**PRESENT:** Mayor Andrew Fellows; Councilmembers Kabir, Wojahn, Catlin, Dennis, Stullich, Day and Mitchell.

**ABSENT:** Councilmember Afzali.

**ALSO PRESENT:** Joe Nagro, City Manager; Janeen Miller, City Clerk; Suellen Ferguson, City Attorney; Robert Stumpff, Director of Public Works; Bob Ryan, Director of Public Services; Catherine McGrath, Student Liaison.

Mayor Fellows opened the meeting at 7:30 p.m. Councilmember Kabir led the Pledge of Allegiance.

**Minutes:** A motion was made by Councilmember Stullich and seconded by Councilmember Day to approve the transcript in lieu of minutes for the Oral Argument in Case CPV-2013004, 4810 Nantucket Road, and to adopt the minutes of the Special Session on August 7, 2013 and the Regular Meeting on August 13, 2013. The motion passed 7 – 0 – 0.

**Announcements:** Councilmember Kabir said the North College Park Citizens Association would meet on Thursday, September 12 at 7:30 p.m. at Davis Hall.

Councilmember Wojahn announced that the City was approved as a sustainable city in the Sustainable Maryland Certified program.

Councilmember Catlin said the Berwyn District Civic Association would meet on Thursday, September 19 at 8:00 p.m. at Fealy Hall.

Councilmember Dennis announced the Lakeland Civic Association would meet on Thursday, September 12 at 7 p.m. at the College Park Community Center. He continued that the Lakeland Community Heritage Weekend was this coming Friday – Sunday and announced those events.

Councilmember Stullich announced her candidacy for reelection for District 3 Councilmember in the November 5 Municipal Election.

Councilmember Mitchell commented on the Sustainable Maryland Certified accomplishment.

**Amendments to the Agenda:** None.

**City Manager's Report:** Mr. Nagro announced the Public Works yard will be open on October 5 and October 12 for fall clean up. Paper shredding will be on October 12. He reminded Council to indicate their interest in the Philadelphia trip, and the MML Fall Conference. On Monday, September 16 at 3:00 p.m. there will be a press event announcing the expansion of the concurrent jurisdiction between the University of Maryland Police Department and the Prince George's County Police Department, and the expansion of the Code of Student Conduct off-campus.

**Student Liaison's Report:** Catherine McGrath is the new student liaison. She is Junior Environmental Science and Communication double major. She discussed the Keep Me Maryland 5K fundraising event on October 6 at 9:00 a.m.

**Presentation:** Mayor Fellows introduced Dr. Andrea Goodwin who is the Director of the University of Maryland Office of Student Conduct. Her presentation was on the expansion of the jurisdiction of the Code of Student Conduct as a result of legislation passed in May 2013. She described the new policy and procedures to the Council.

**CONSENT AGENDA:** A motion was made by Councilmember Mitchell and seconded by Councilmember Day to adopt the Consent Agenda, which consisted of the following items:

- 13-R-18** Resolution of the Mayor and Council of the City of College Park Adopting The Recommendation Of The Advisory Planning Commission Regarding Request for Certification of Non-Conforming Use CNU-2013-01 for College Park Homes, 7007, 7009, 7011, 7011a, 7013, 7015 and 7017 Fordham Court, College Park, Maryland, Recommending Approval of the Request for Certification of Non-Conforming Use.
- 13-R-19** Resolution of the Mayor and Council of the City of College Park Adopting The Recommendation Of The Advisory Planning Commission Regarding Request for Certification of Non-Conforming Use CNU-2013-04 for College Park Homes, 6923 Carleton Terrace, College Park, Maryland, Recommending Approval of the Request for Certification of Non-Conforming Use.
- 13-G-96** Approval and ratification of Program Year 35 Community Development Block Grant Reprogrammed Application for the installation of pedestrian street lights in downtown College Park.
- 13-G-97** Approval of an Extension of the City Manager's Contract.
- 13-G-98** Approval of a Purchase from Johnson Truck Center for a 37,700 pound GVWR 2013 Freightliner M2 106 Chassis with a Dump body, a V-Box Salt Spreader and a Snow Plow in the amount of \$148,482.00.

The motion passed 7 – 0 – 0.

#### **ACTION ITEMS**

- 13-O-09** Adoption of 13-O-09, An Ordinance Of The Mayor And Council Of The City Of College Park, Maryland, Amending Chapter 125 "Housing Regulations" By Repealing And Reenacting §125-8 "Maintenance Of Dwellings" To Require That Roofs Be Covered With Materials Designed For Use As A Permanent Roofing Surface

**A motion was made by Councilmember Wojahn and seconded by Councilmember Kabir to adopt Ordinance 13-O-09, An Ordinance Of The Mayor And Council Of The City Of College Park, Maryland, Amending Chapter 125 "Housing Regulations" By Repealing And Reenacting §125-8 "Maintenance Of Dwellings" To Require That Roofs Be Covered With Materials Designed For Use As A Permanent Roofing Surface.**

Councilmember Wojahn said this is a technical change as a result of a particular incident where the City attempted to enforce its existing ordinance to require roof coverings to be weather-tight. This change specifies that a blue tarp does not meet that requirement and that roofs must be covered with materials that are designed to be used as roof coverings.

The public hearing was held earlier tonight so no further public comment will be taken at this time; comments received by e-mail are included in the red folders.

Clarification was requested to make sure this ordinance would not prohibit "green roofs" or solar panels placed on a roof. The City Attorney stated that we go by the building code and that a true "green roof" that would be approved for a building permit would be acceptable under this law, while little pine trees growing out of the gutter would not. We are trying to prevent temporary coverings from being left on the roof for long periods.

**The motion passed 7 – 0 – 0.**

**13-G-99 Approval of a Letter to WMATA with City Comments on Proposed Changes to the B30 Bus Route.**

**A motion was made by Councilmember Wojahn and seconded by Councilmember Kabir to send a letter to WMATA to support increasing headways and lengthening service hours for the B30 Bus Route between the Greenbelt Metro station and BWI Airport.**

Councilmember Wojahn said this is an important service for residents in our City and right now the bus is often over-crowded and the current times for service don't cover all of the times of air travel. We should support this increase in service.

**The motion passed 7 – 0 – 0.**

**13-CR-02 Introduction of 13-CR-02, A Charter Resolution Of The Mayor And Council Of The City Of College Park, Maryland, Amending Article III "Mayor And Council", §C3-4, "Compensation" Of The City Charter To Increase The Mayor's Annual Salary To \$10,500.00 And Each Council Members' Annual Salary To \$7,000.00, Effective January 1, 2014.**

**A motion was made by Councilmember Catlin and seconded by Councilmember Dennis to introduce Charter Amendment Resolution 13-CR-02, a Charter Resolution Of The Mayor And Council Of The City Of College Park, Maryland, Amending Article III "Mayor And Council", §C3-4, "Compensation" Of The City Charter To Increase The Mayor's Annual**

**Salary To \$10,500.00 And Each Council Members' Annual Salary To \$7,000.00, Effective January 1, 2014.**

Councilmember Catlin announced that the Public Hearing is scheduled for October 8, 2013 at 7:15 p.m. in the Council Chambers.

**COUNCIL COMMENTS:**

Councilmember Mitchell requested two items be placed on the next Worksession agenda: City requests for next year's Park and Planning budget, and support for an advisory committee to take community input on the proposed redesign of the Hyattsville Library.

Councilmember Wojahn requested that College Park Meals on Wheels be placed on the approved charitable organization list so that they can use City facilities free of charge. Council concurred with the request. The Clerk will note the addition.

Mr. Nagro wanted to make sure that Council was OK with the plan made by the College Park Community Foundation and Clarice Smith Center for the Performing Arts to provide a flier in the fall resident packet. One side of the flier will advertise the College Park Community Foundation and the other side will advertise upcoming events at the Clarice Smith Center. Council agreed this was a good idea.

**ADJOURN: A motion was made by Councilmember Wojahn and seconded by Councilmember Dennis to adjourn the meeting. With a vote of 7 – 0 – 0, Mayor Fellows adjourned the meeting at 8:26 p.m.**

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Janeen S. Miller, CMC City Clerk	Date Approved
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Pursuant to §C6-3 of the College Park City Charter, at 10:44 p.m. on September 3, 2013, in the Council Chambers of City Hall, a motion was made by Councilmember Catlin and seconded by Councilmember Day to enter into an Executive Session for the following reasons:

- C: Consider the acquisition or sale of real property for a public purpose and matters directly related to such acquisition or sale
- D: Consider a matter that concerns the proposal for a business or industrial organization to locate in Prince George's County
- G: Consult with Counsel on a Legal Matter

The motion passed 8 – 0 – 0 and after a brief recess the Closed Session convened at 10:51 p.m.

**Present:** Mayor Andrew Fellows; Councilmembers Kabir, Wojahn, Catlin, Dennis, Day, Stullich, Afzali and Mitchell.

**Absent:** None.

**Also Present:** Joe Nagro, City Manager; Janeen Miller, City Clerk; Suellen Ferguson, City Attorney; Terry Schum, Director of Planning; Catherine McGrath, Student Liaison.

**Topics Discussed:** The City Attorney advised the City Council about legal issues related to an existing lease agreement. The Council discussed the possible transfer of City property, potential new development to be located in City, and possible development of the City Hall site. The City Attorney advised the Council about an ongoing enforcement issue, and about a request made by a developer relating to an approved DSP.

**Actions Taken:** None.

**Adjourn:** A motion was made by Councilmember Afzali and seconded by Councilmember Wojahn to adjourn the Executive Session, and with a vote of 6 – 0 – 0, Mayor Fellows adjourned the Executive Session at 11:23 p.m.

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**MINUTES**  
**Special Session of the College Park City Council**  
**Council Chambers**  
**Tuesday, September 17, 2013**  
**10:53 p.m. – 11:02 p.m.**

**PRESENT:** Mayor Fellows; Councilmembers Kabir, Wojahn, Catlin, Dennis, Stullich, Day, Afzali and Mitchell.

**ABSENT:** None.

**ALSO PRESENT:** Joseph Nagro, City Manager; Suellen Ferguson, City Attorney; Yvette Allen, Assistant City Clerk; Terry Schum, Director of Planning; Robert Ryan, Director of Public Services; and Catherine McGrath, Student Liaison.

During a regularly scheduled Worksession of the College Park City Council, a motion was made by Councilmember Wojahn and seconded by Councilmember Kabir to enter into a Special Session to approve a letter to Prince George's County Planning Board that is time sensitive. The possibility of the Special Session was advertised on the meeting agenda. The motion carried 8 – 0 – 0 and the Council entered into the Special Session at 10:53 p.m.

**Action Items:**

**13-G-100 - Letter to the County with comments on the FY 2015 M-NCPPC Budget**

**A motion was made by Councilmember Wojahn and seconded by Councilmember Kabir that the Council approve a letter to Prince George's County Council Chair Hewlett with City comments on the FY 2015 Maryland-National Capital Park and Planning Commission Budget. The Public Forum is next Tuesday, September 24 at 7:00 p.m., which is why this needs to be voted on in Special Session tonight.**

Councilmember Wojahn requested a revision to the letter to include asking for a study of a potential community center in the Hollywood Commercial District or an expansion of the gym at Hollywood Elementary School to become a program facility as recommended in Formula 2040 – Functional Master Plan for Parks, Recreation and Open Space.

There were no additional comments.

**The motion passed 8 – 0 – 0.**

**Adjourn:** A motion was made by Councilmember Wojahn and seconded by Councilmember Afazali to adjourn the Special Session. With a vote of 8 – 0 – 0, the Special Session was adjourned at 11:02 p.m.

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Yvette Allen	Date
Assistant City Clerk	Approved

**13-G-101**

## MEMORANDUM

**TO:** Mayor and City Council  
**THROUGH:** Joseph Nagro, City Manager  
**FROM:** Robert W. Ryan, Public Services Director   
**DATE:** September 13, 2013  
**SUBJECT:** Field Use Requests

### ISSUE

Three Field Use Reservation Applications for use of Duvall Field were received electronically by the Department of Public Services. The applications were reviewed by the Recreation Board at their September 2013 regular meeting. The Council has not approved these requests.

### SUMMARY

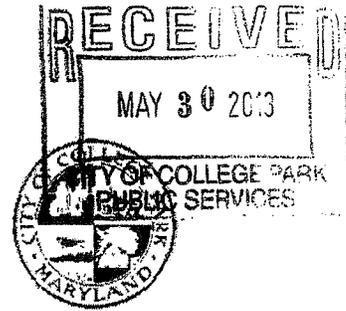
Three organizations have submitted applications which were approved by the Recreation Board at their September 2013 regular meeting. Representatives of each submitting organization were present to respond to Board inquiries prior to voting. The applicants were:

1. The Berwyn Christian School has requested use of Duvall Field and the restrooms for afterschool soccer practice on Tuesday and Thursday afternoons from 3:00 p.m. until 4:45 p.m.
2. The College Park Boys and Girls Club has requested use of Duvall Field for club practice of lacrosse on Monday, Wednesday and Friday evenings from 6:00 p.m. until 8:30 p.m.
3. The Maryland Stingers Women's Rugby Club has requested use of Duvall Field for Club practice on Tuesday and Thursday evenings, 7:30-9:30, from September 10 through November 7, 2013. The Recreation Board again supported the waiver of fees in lieu of service for this request.

### RECOMMENDATION

It is recommended that the Council place these requests on the consent agenda for 17 September 2013 and confirm approval of these applications as submitted.

**CITY OF COLLEGE PARK FIELD USE RESERVATION APPLICATION**  
**Duval Field**



Date of Application 5-30-13  
 Name of Organization Berwyn Christian School  
 Name of Contact Individual Father Newell  
 Address 4720 Cherokee Street College Park MD 20740  
Street City State Zip  
 Telephone: Home \_\_\_\_\_ Work 301-474-1561 Cell 845-480-2989

Is the Organization a City-located youth Organization? Yes  No  Is the Organization Headquartered in College Park?  Yes  No

REQUESTING DUVALL FIELD FOR:  Football, Age \_\_\_\_\_  Soccer, Age 8-13  Baseball, Age \_\_\_\_\_  T-Ball, Age: \_\_\_\_\_  
 Softball, Age: \_\_\_\_\_ ADDITIONAL NEEDS:  Lights  Bathrooms  Concession Stand

Date(s) Requested Sept. 10, 12, 17, 19, 24, 26, Oct. 1, Oct. 3, 8, 10, 15, 17, 22, 24, 29, 31 Nov. 5, 7 Times Requested: From 3:00pm To 4:45pm

Description of Activity or Event After school soccer practice

Are you charging a fee? Yes  No  If yes, for what purpose? To pay coaches, administrative fees, equipment, ect.

Expected number of participants: 25-30 Age range: 8 years - 13 years old

I hereby confirm that I have received and read the City Recreation Facilities Rules and Regulations.  
 The organization's "Proof of adequate minimum liability insurance" (required under Section IV, Item 5) is attached to this application.

In addition, applicant/organization agrees to indemnify and hold harmless the City from and against all actions, liability, claims, suits, damages, cost or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of or failure to perform any of his/her obligations under the terms of this application/permit.

5-30-13 Father Newell  
Date Signature of Contact Individual

**Do Not Write Below This Line**

Recommendation of Recreation Board \_\_\_\_\_ Damage Deposit \$ 0

Approval  Disapproval \_\_\_\_\_ Estimated Fee \$ 0

Comments for dates requested  
 Date 6/3/13 Signature for Allis + Abradford

Recommendation of Public Services Director  
 Approval  Disapproval \_\_\_\_\_

Comments \_\_\_\_\_ \* confirmed 9/9/13 @ RB mtg  
 Date 7 June 13 Signature [Signature]

Action by Mayor and Council (or City Manager)  
 Approval \_\_\_\_\_ Disapproval \_\_\_\_\_

Comments \_\_\_\_\_  
 Signature \_\_\_\_\_



# Field Use Reservation Application

Complete both pages and Submit to: [publicservices@collegetparkmd.gov](mailto:publicservices@collegetparkmd.gov)

Select One:  Calvert Hills Playground (Youth field – groups must be 13 and under)  Duvall Field

Date of Application: 7/3/13

Name of Organization: College Park Boys and Girls Club (PG Lacrosse)

Is this Organization: City-Based Youth  Yes  No City Headquartered  Yes  No

Contact Name(s): Alex Heitkemper

Mailing Address: 4308 Woodberry Street Hyattsville MD 20782

Email Address: ahaitkemper@hotmail.com

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Cell Phone: 301-503-7783

Description of Activity/Event: Fall Lacrosse season for PG Pride

Sports  Baseball  Football  Lacrosse  Softball  T-ball  \_\_\_\_\_

Expected Number of Participants: 40 each night Age Range: 8-15

Additional Requirements:  Toilets  Lights  Concession Stand

Date(s) Requested: 8/28/13 - 11/6/13

See Facilities Rules and Regulations for acceptable times and age group

Day(s) of Week Requested:  Sun.  Mon.  Tues.  Wed.  Thurs.  Fri.  Sat.

Time(s) Requested: 6  a.m.  p.m. UNTIL 8:30  a.m. or  p.m.

Are you collecting a fee?  Yes  No If yes, Purpose: Fall league dues

I hereby confirm that I have received and read the City Recreation Facilities Rules and Regulations.

Organization's Proof of Adequate Minimum Liability Insurance as required under Section IV, Item 5 is attached hereto

*In addition, applicant/organization agrees to indemnify and hold harmless the City from and against all actions, liability, claims, suits, damages, cost or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of or failure to perform any of his/her obligations under the terms of this application/permit.*

### Recommendations and Notifications

Recreation Board  Approve Fee Waived  Approve with Fee of \$ 0  Denied

Comments: 09/09/2013 R.B Mtg all present in favor

Pub. Svcs Director Concur  Yes  No [Signature]

Comments: \_\_\_\_\_

City Manager Concur  Yes  No \_\_\_\_\_

Comments \_\_\_\_\_

Mayor and Council Concur  Yes  No \_\_\_\_\_

Comments: \_\_\_\_\_

**Waiver of Fees** – the Council may vote to waive user fees, in whole or in part, upon recommendation of the Recreation Board. When considering whether to recommend or grant a full or partial waiver of user fees.

Please describe how your organization meets any of the following criteria:

- a. The level of use that is involved with the activity, including wear and tear on the facility;

Practice for kids / never had problems  
in the past

- b. The level of involvement by College Park residents in the activity;

Boys + girls Club Activity

- c. The community benefit that may result from the activity, for example, recreational opportunities for youth or seniors;

recreational opportunity for youth

- d. Volunteer services that the user provides to the City or its residents;

Help coach and run Lacrosse program  
with over 200 youth

- e. Assistance to be provided by the user for maintenance of the recreational facility; and

we will clean up trash and line  
field on weekly that the city can not

- f. Whether user activities promote the interests of the College Park community.

Yes - fastest growing sport / great for  
the community



# Field Use Reservation Application

Calvert Hills Playground (Youth field - groups must be 13 and under)

Duvall Field

Complete both pages and Submit to: [publicservices@collegetparkmd.gov](mailto:publicservices@collegetparkmd.gov)

Date of Application: September 6, 2013

Name of Organization: Maryland Stingray Women's Rugby Club

Is this Organization: City-Based Youth  Yes  No City Headquartered  Yes  No

Contact Name(s): Kelly Frene

Mailing Address: 4970 Columbia Pike, Apartment 313 Arlington, VA 22204

Email Address: k.frene@gmail.com

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Call Phone: 301-509-5526

Description of Activity/Event: \_\_\_\_\_

Sports  Baseball  Football  Lacrosse  Softball  T-ball  Rugby

Expected Number of Participants 15-20 Age Range 18-35

Additional Requirements:  Toilets  Lights  Concession Stand

Date(s) Requested: September 10 - November 7, 2013

*See Facilities Rules and Regulations for acceptable times and age group*

Day(s) of Week Requested:  Sun.  Mon.  Tues.  Wed.  Thurs.  Fri.  Sat.

Time(s) Requested 7:30  a.m.  p.m. UNTIL 9:30  a.m. or  p.m.

Are you collecting a fee?  Yes  No If yes, Purpose: \_\_\_\_\_

I hereby confirm that I have received and read the City Recreation Facilities Rules and Regulations.

\_\_\_\_ Organization's Proof of Adequate Minimum Liability Insurance as required under Section IV, Item 5 is attached hereto

*In addition, applicant/organization agrees to indemnify and hold harmless the City from and against all actions, liability, claims, suits, damages, cost or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of or failure to perform any of his/her obligations under the terms of this application/permit.*

### Recommendations and Notifications

Recreation Board  Approve Fee Waived  Approve with Fee of \$ 0  Denied

Comments: 9/9/13 all present in favor.

Pub. Svcs Director Concur  Yes  No [Signature]

Comments: \_\_\_\_\_

City Manager Concur  Yes  No \_\_\_\_\_

Comments: \_\_\_\_\_

Mayor and Council Concur  Yes  No \_\_\_\_\_

Comments: \_\_\_\_\_



## Field Use Reservation Application

**Waiver of Fees** – the Council may vote to waive user fees, in whole or in part, upon recommendation of the Recreation Board. When considering whether to recommend or grant a full or partial waiver of user fees.

Please describe how your organization meets any of the following criteria:

- a. The level of use that is involved with the activity, including wear and tear on the facility;

This is a sports club practice, & there is some wear on the field due to ~~the~~ equipment used

- b. The level of involvement by College Park residents in the activity;

At least half of our players live in College Park.

- c. The community benefit that may result from the activity, for example, recreational opportunities for youth or seniors;

We provide a recreational opportunity to all women residents (including youth) to participate in.

- d. Volunteer services that the user provides to the City or its residents;

We volunteer to help maintain Russell field at least once a year for the city of College Park.

- e. Assistance to be provided by the user for maintenance of the recreational facility; and

We will continue to provide any maintenance and volunteer activities for the city of College Park.

- f. Whether user activities promote the interests of the College Park community.

**13-G-102**

**CITY OF COLLEGE PARK, MARYLAND  
CONTRACTOR AGREEMENT  
DEMOLITION SERVICES, RFP CP-13-07**

THIS AGREEMENT is made by and between the CITY OF COLLEGE PARK, MARYLAND, (hereinafter referred to as the "City") and GOEL SERVICES, INC. (hereinafter referred to as "Contractor").

WHEREAS, the City wishes to provide for demolition and removal services for two (2) vacant buildings, located at 9091 Baltimore Avenue and 9339 Baltimore Avenue, College Park, Maryland; and

WHEREAS, the Contractor is willing to provide said services.

NOW THEREFORE, the parties hereto agree as follows:

**I. SCOPE OF WORK**

The work required of the Contractor will be performed in coordination with the City and the City's Project Manager, who will supervise and inspect the work. The Contractor shall supply all labor, equipment, and materials necessary to provide demolition and removal services, together with related traffic control, for the two properties designated in the Contract Documents at a consistently superior level as detailed in these specifications. All work shall be performed to standards in the industry. Trained personnel using current, acceptable practices shall perform all demolition and removal services.

**II. CONTRACT TERM**

Work under the contract shall begin within ten (10) days of Notice to Proceed and is expected to require ninety (90) days to complete. In any event, all work must be completed by March 1, 2014. Once the Contractor has begun actual demolition on a property, the work must be completed within ten (10) days.

**III. DATES AND TIME OF WORK**

Work shall be scheduled Monday through Friday between 7:30 a.m. and 4:00 p.m. No work shall take place on Saturday or Sunday without prior approval. Work on State and Prince George's County roadways must be in compliance with the applicable time requirements.

**IV. CONTRACT PRICE**

The City agrees to pay to the Contractor the sum of Forty-eight Thousand and 00/100 Dollars (\$48,000.00) for performance of the entire contract work. The City shall pay the Contractor upon invoice submitted by Contractor at the end of the work. No invoice shall contain a charge for any work that has not occurred.

## V. CONTRACT DOCUMENTS

This Agreement and the following enumerated documents form the Contract and they are fully a part of the Contract as if attached hereto:

- Request for Bid Proposals
- Information Regarding the Bidder
- Required Affidavits
- Certifications, Affidavits and Affirmations of Contractor Required by the City
- Bid Forms as submitted by Contractor
- Addendum #1
- Permits
- Other Documents Contained within the Bid Specifications
- Maryland SHA Manual of Traffic Controls for Highway Construction and Maintenance Operation.
- Maryland State Highway Safety Regulations (Work Zone Traffic Control – Standard & Guidelines
- Manual on Uniform Traffic Control Devices for Streets and Highways

The bid documents submitted by the Contractor are incorporated herein and made a part of the contract documents by reference.

## VI. CAPACITY TO PERFORM

The Contractor represents that all equipment and personnel necessary for providing the described services and items will be available as needed. The Contractor shall perform all specified work using properly trained and skilled individuals supervised and directly employed by the contractor. Materials and equipment furnished by the Contractor shall conform in strength, quality of materials, appearance, and workmanship to that which is usually provided by a commercial contractor in this trade.

## VII. STATUS OF CONTRACTOR

The Contractor shall perform the services described herein as an independent contractor and not as an employee of the City.

## VIII. INSURANCE AND INDEMNIFICATION

The Contractor shall provide proof of compliance with State law as to workers' compensation and unemployment insurance.

### Commercial General Liability

A minimum limit of liability of One Million Dollars (\$1,000,000) combined single limit, for bodily injury and property damage coverage per occurrence and One Million Dollars (\$1,000,000) aggregate, covering all premises and operations and including the following coverages:

- Personal Injury
- Completed Operations

Contractual Liability  
Independent Contractors  
Premises and Operations  
Product Liability

Automobile Liability Coverage

A minimum limit of liability of One Million Dollars (\$1,000,000) combined single limit for bodily injury and property damage coverage per occurrence including the following:

- Owned automobiles
- Hired automobiles
- Non-owned automobiles

The Contractor shall indemnify and save harmless the City, its officers, agents, servants, and employees, from all suits, actions, and damages or costs of every kind and description arising directly or indirectly out of the performance of the Contract, including attorneys fees, whether caused by actions or omissions on the part of the Contractor, its agents, servants and employees, or to other causes.

The City shall be named as an additional Insured on the Comprehensive General Liability Insurance, the Automobile Fleet Insurance, and the Property Damage Insurance.

A Certificate of Insurance shall be provided to the City by the Contractor within ten business days after the award of the contract and prior to beginning work on the project. The Certificate shall demonstrate that the Contractor has complied with the requirements of this section and be in a form acceptable to the City.

Should any of the above policies be cancelled before the expiration date thereof written notice must be delivered to the City in accordance with the policy provisions.

IX. LICENSES, APPLICABLE LAWS

The Contractor will be responsible for obtaining any and all licenses pertaining to performance of work under the contract. All services and materials provided by the Contractor, including without limitation removal and disposal of debris from the sites, shall conform to all applicable laws and regulations.

X. MATERIALS AND STANDARD OF WORK

All work performed, and material provided, pursuant to this contract shall be in conformance with standards adopted by the United States, the State of Maryland and Prince George's County and will be appropriate for existing conditions. All work shall be performed in a neat and workmanlike manner by trained and experienced personnel. Defective or unsuitable materials or workmanship shall be rejected and shall be made good by the Contractor at Contractor's expense, notwithstanding that such deficiencies have been previously accepted or were due to no fault of the Contractor. The Contractor will guarantee that services conform to specifications herein. Further, the Contractor shall, at its own expense and in a manner acceptable to the City, return to original condition any property disturbed or damaged during the work.

## XI. ACCURATE INFORMATION

The Contractor certifies that all information provided in response to the invitation to bid or in response to other requests for information is true and correct. Any false or misleading information is grounds for the City to reject the bid and to terminate this contract.

## XII. PERIODIC AND FINAL INSPECTION

The City will make periodic inspections of the work through the City's Project Manager or designated representative to ensure that all contract requirements have been met.

## XIII. RESTORATION OF PROPERTY

The Contractor, at its own expense, will restore or replace any property displaced or damaged as a result of work performed under this contract, whether the property is owned by the City or a third party.

## XIV. TERMINATION FOR DEFAULT

Failure of the Contractor to deliver work, supplies, materials, or services in a timely manner, to correct defective work or materials, to act in good faith, or to carry out the work in accordance with contract documents shall constitute a breach of contract. In such event, the City may give notice to the contractor to cease work until the cause for such order has been eliminated. Should the Contractor fail to correct such default within 24 hours after receipt of notification, the City may terminate any such contract. This provision shall not limit the City in exercising any other rights or remedies it may have.

## XV. TERMINATION FOR CONVENIENCE

The performance of work or delivery of services may be terminated in whole or in part at any time upon written notice when the City determines that such termination is in its best interest. The City will be liable only for labor, materials, goods and services furnished prior to the effective date of such termination.

## XVI. NOTICES

All notices shall be sufficient if delivered in person or sent by certified mail to the parties at the following addresses:

FOR THE CITY:  
Joseph L. Nagro, City Manager  
City of College Park  
4500 Knox Road  
College Park, MD 20740

FOR THE CONTRACTOR:

Piyush J. Goel, President  
Goel Services, Inc.  
6201 Dix Street, N.E.  
Washington, D.C. 20019

XVII. ERRORS IN SPECIFICATIONS

The Contractor shall take no advantage of any error or omission in the specifications. The City shall make such corrections and interpretations as may be deemed necessary and that decision shall be final.

XVIII. GOVERNING LAW

This contract is executed in the State of Maryland and shall be governed by Maryland law. The Contractor, by executing this contract, consents to the jurisdiction of the Maryland state courts with respect to any dispute arising out of this contract.

XIX. INTERPRETATION

Any questions concerning conditions and specifications shall be directed in writing to the City's Project Manager. No interpretation shall be considered binding unless provided in writing by the Project Manager. By execution of this contract, the Contractor certifies that it understands the terms and specifications.

XX. ATTORNEYS' FEES AND COSTS

The prevailing party shall be entitled to attorney's fees and costs incurred in any actions or claims brought to enforce this contract, or for damages thereunder.

XXI. SUCCESSORS AND ASSIGNS

This Contract shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto. In any event, the Contractor shall not assign any right or obligation under this contract without the City's express written consent, which may be withheld in the City's sole discretion.

XXII. ENTIRE AGREEMENT

This contract, including exhibits attached hereto, constitutes the entire agreement between the City and the Contractor.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

WITNESS:

CITY OF COLLEGE PARK

\_\_\_\_\_  
Janeen S. Miller, CMC, City Clerk

By: \_\_\_\_\_  
Joseph L. Nagro, City Manager

WITNESS:

GOEL SERVICES, INC.

\_\_\_\_\_

By: \_\_\_\_\_  
Piyush J. Goel, President

APPROVED AS TO FORM AND LEGAL  
SUFFICIENCY

\_\_\_\_\_  
Suellen M. Ferguson  
Attorney for the City of College Park

**13-G-103**



City of College Park  
240-487-3501  
Facsimile: 301-699-8029

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Office of the Mayor  
and City Council  
4500 Knox Road  
College Park, MD 20740

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Mayor

Andrew M. Fellows  
5807 Bryn Mawr Road  
301-441-8141

---●---

Council Members

District 1  
Fazlul Kabir  
9817 53rd Avenue  
301-659-6295

Patrick L. Wojahn  
5015 Lackawanna Street  
240-988-7763

District 2  
Robert T. Catlin  
8604 49th Avenue  
301-345-0742

Monroe S. Dennis  
8117 51st Avenue  
301-474-6270

District 3  
Robert W. Day  
7410 Baylor Avenue  
301-741-1962

Stephanie Stulich  
7400 Dartmouth Avenue  
301-742-4442

District 4  
Marcus Afzali  
9238 Limestone Place  
240-391-8241

Denise C. Mitchell  
3501 Marlborough Way  
240-475-7196

September 20, 2013

The Honorable Eric Olson  
Council Member, District 3  
Prince George's County Council  
14741 Governor Oden Bowie Drive  
Upper Marlboro, MD 20772

The Honorable Will Campos  
Council Member, District 2  
Prince George's County Council  
14741 Governor Oden Bowie Drive  
Upper Marlboro, MD 20772

Dear Council Members Olson and Campos:

The Hyattsville Branch of the Prince George's County Memorial Library System serves the residents of the City of College Park, making the proposed Hyattsville Library Redesign Project 2014-2015 of great interest to the Mayor and City Council. The City of College Park was not notified of the August 13 community meeting to solicit public feedback on the library's redesign; indeed, our understanding is that the meeting was not well advertised which resulted in sparse attendance. The fact that it was held during the final week of summer break may have been a factor. We also have been informed that significant decisions about the project have already been made with little input from the community which is a cause for concern.

In looking at "The New Hyattsville Library Schedule" timetable on page 53 of the design document posted on the Hyattsville Library website, the August 13 meeting appears to be the only opportunity for public comment. We believe that community feedback is essential to the success of a project such as this in order to achieve a library redesign that will meet the needs of the community for generations to come. Therefore, the City of College Park joins many of our neighboring municipalities to request that an Advisory Committee be established to ensure that the redesign process includes public input at every stage of the project.

Thank you for your consideration.

Sincerely,

Andrew M. Fellows  
Mayor

cc: Town of Riverdale Park  
City of Hyattsville  
Town of University Park

**13-G-105**

DRAFT

Dear President Loh,

The City and University have earned impressive accolades for their sustainability efforts. The University is rated by the Princeton Review and Sierra Club as one of the greenest colleges in the nation. The City was recently designated as a Green Power Community by the US EPA and has achieved certification through the Sustainable Maryland Certified Municipal Certification Program, a state-wide program run by the University's own Environmental Finance Center. We have accomplished much and I think we can leverage our strengths to transform College Park into the greenest City in the state and brand our community as a national model of a sustainable college town.

I propose the College Park City-University Partnership launch a Sustainable College Park project that creates opportunities for UMD students, staff, and faculty to put their knowledge into practice by addressing local sustainability challenges. Students, staff, and faculty in various departments and living-learning programs could research, design, and implement projects that would reduce environmental impacts, improve quality of life for College Park residents, and contribute to the economic development of the City. This would provide more innovation and entrepreneurship experience to students while greatly benefiting our community. Projects could include:

- Designing and constructing rain gardens to improve stormwater management Citywide
- Partnering with local K-12 schools to help them become certified green schools
- Installing solar panels and other green technology at sites throughout the City
- Developing a bicycle and pedestrian master plan that blends City-University boundaries, and creates new walkable, bike-friendly spaces throughout the community
- Improving waste management to reduce waste going to P.G. County's near-capacity landfills
- Helping residents save energy, grow food, and create healthier households

The Sustainable City Project would directly address several University goals. The University Strategic Plan established a goal for the University to "encourage opportunities to engage more effectively with the community and its leaders." It goes on to say that "academic programs will develop targeted initiatives and work with community leaders to choose areas where community support can advance academic goals, providing real-world

experience for faculty and students alike. Possible initiatives might include: Support of environmental stewardship and sustainability efforts, working towards the creation of a Green Community.”

The Project would also support the City and University’s economic development and community revitalization goals. A green City will help attract and retain top faculty, staff, and students by transforming College Park into a healthier community where residents bike to work, eat locally-grown food, shop at locally-owned stores, and send their children to exceptional green schools.

The University has the talent and the City has the need – we just need to connect the dots. I propose the City and University jointly fund the Sustainable City Project, which would provide a salary for a project manager and funding to implement projects. My office has worked with your Office of Sustainability in the past and I believe the staff there has the skills and network to make this a successful initiative. The project manager could jointly report to the UMD Office of Sustainability and the College Park Planning and Development Department in coordination with UMD’s Office of Community Engagement and other pertinent units.

Thank you for your consideration. I look forward to discussing this proposal with you.

Sincerely,

Andrew M. Fellows  
Mayor

**13-R-20**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE  
PARK, MARYLAND, ESTABLISHING THE NEIGHBORHOOD  
STABILIZATION COMMITTEE**

**WHEREAS**, the Mayor and Council of the City of College Park had formed a Neighborhood Stabilization and Quality of Life Work Group (“Work Group”) by Resolution 12-R-18 in 2012 to engage with various stakeholders, including the University of Maryland, City residents, University of Maryland students, public safety officials, and rental property owners, to identify possible strategies to stabilize neighborhoods and improve quality of life for College Park residents; and

**WHEREAS**, the Work Group held numerous committee meetings from November 2012 through June 2013 to identify and define potential strategies for 1) reducing issues that negatively impact quality of life for College Park residents, 2) increasing rates of homeownership, 3) building positive relations between different groups in the community, and 4) expanding options for affordable housing; and

**WHEREAS**, the Work Group held two public forums, in January and April 2013, to provide an opportunity for members of the broader community to express their concerns and ideas related to these issues, and at which a large number of people representing a broad spectrum of the community provided input through oral and written testimony; and

**WHEREAS**, the Work Group submitted its report to the Mayor and Council on August 7, 2013, including 63 possible strategies for addressing the above issues as well as 23 potential metrics that might be used to assess progress; and

**WHEREAS**, the Work Group’s report fulfills the original mission and charge of the Neighborhood Stabilization and Quality of Life Work Group; and

**WHEREAS**, the Work Group's report recommended that the City Council designate a smaller, ongoing committee to promote and facilitate a continuing dialogue among various stakeholders; and

**WHEREAS**, the Mayor and Council have determined to accept the final report of the Work Group, express the Council's appreciation for the considerable effort and substantial contributions made by the Work Group and each of the Work Group members, and establish a new Neighborhood Stabilization Committee that includes various stakeholders as part of the Committee.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the City of College Park that the Neighborhood Stabilization Committee ("Committee") be and it is hereby established; and it is further

**RESOLVED**, that the purposes for the Committee are to support implementation of strategies, continue to develop new strategies, and evaluate progress; and it is further

**RESOLVED**, that the Committee shall consist of the following members, each serving a two-year term:

- Two Councilmembers
- One representative of the University of Maryland Department of Public Safety, selected by the University
- One representative of the University of Maryland administration, selected by the University
- Three City residents, selected by Council
- Three University of Maryland students (the student liaison to the City Council, one Student Government Association representative, and one representative of the Interfraternity Council or Pan-Hellenic Association)
- One representative of the Prince George's County Police Department (at least District Commander Level)
- Director of the City's Public Services Department
- Two rental property owners, selected by Council

and it is further

**RESOLVED**, that the Committee shall elect its chair, adopt procedures with respect to a quorum and other operations, and determine how it will accomplish its charge from the Council; and it is further

**RESOLVED**, that in developing its strategies, the Committee shall meet at least four times per year, and shall hold at least one public forum per year to solicit broader community input; and it is further

**RESOLVED**, that the Committee shall provide annual reports of its activities to the City Council and such other reports as the Council requests or the Committee deems useful.

**ADOPTED** by the Mayor and City Council of the City of College Park, Maryland at a regular meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**EFFECTIVE** the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**WITNESS:**

**THE CITY OF COLLEGE PARK,  
MARYLAND**

\_\_\_\_\_  
Janeen S. Miller, CMC, City Clerk

\_\_\_\_\_  
Andrew M. Fellows, Mayor

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:**

\_\_\_\_\_  
Suellen M. Ferguson, City Attorney

**13-G-106**

## Appointments to Boards and Committees

13-G-106

- (Wojahn) Appoint Cory Sanders to the Education Advisory Committee (an additional District 1 appointment)
- (Fellows) Appoint Chris Gill to the Advisory Planning Commission (District 1 resident)