



TUESDAY, APRIL 15, 2014
(COUNCIL CHAMBERS)

7:30 P.M. WORKSESSION

COLLEGE PARK MISSION STATEMENT

The City of College Park encourages broad community involvement and collaboration, and is committed to enhancing the quality of life for everyone who lives, raises a family, visits, works, and learns in the City; and operating a government that delivers excellent services, is open and responsive to the needs of the community, and balances the interests of all residents and visitors.

CITY MANAGER'S REPORT

PROPOSED ITEMS TO GO DIRECTLY TO NEXT WEEK'S AGENDA

PROPOSED CONSENT AGENDA ITEMS

1. Award of FY '14 Community Services Grants – Steve Groh, Director of Finance

WORKSESSION DISCUSSION ITEMS

2. Discussion with Alisha L. Alexander, County Elections Administrator, about use of College Park Community Center as a County early voting location
3. Planning Department CIP projects and plans to attract businesses – Terry Schum, Director of Planning and Michael Stiefvater, Economic Development Coordinator
4. Introduction of FY '15 Budget Ordinance – Steve Groh, Director of Finance
5. Review of a Human Rights Ordinance, Contractor Non-discrimination and Equal Benefits Ordinance – Suellen Ferguson, City Attorney
6. Draft permitting policy and proposed ordinance for private use of City rights-of-way underground – Suellen Ferguson, City Attorney
7. Review of referendum petition form – Suellen Ferguson, City Attorney (***Possible closed session to consult with Counsel on a legal matter***)
8. Agenda items for the April 29 Four Cities Meeting in New Carrollton

9. Update on Council/Staff retreat – Bill Gardiner, Assistant City Manager

10. Appointments to Boards and Committees

COUNCIL COMMENTS

INFORMATION/STATUS REPORTS FOR COUNCIL REVIEW ONLY

11. City Sustainability Initiatives and Recommended Next Steps – Bill Gardiner,
Assistant City Manager

This agenda is subject to change. For current information, please contact the City Clerk. 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.

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**Award of FY '14
Community
Services Grants**

MEMORANDUM

TO: Mayor & Council
THROUGH: Joseph L. Nagro, City Manager ¹⁰³
Stephen Groh, Director of Finance 
FROM: Councilmembers Fazlul Kabir, Denise Mitchell, Robert Day, Monroe Dennis
(City Council Grants Subcommittee)
DATE: April 9, 2014
SUBJECT: FY2014 Community Services Grants

The FY2014 adopted operating budget (in account 1010-2520) provides \$20,000 in funding for community services grants, limited to \$2,500 per organization. Organizations receiving direct or beneficial grants from the City, volunteer fire companies receiving fire department capital equipment grants, or public schools receiving education grants were not eligible to apply. Grant applications were e-mailed to previous recipient organizations on December 23 and were advertised on the City's website (with links to the application form and criteria). The City received 10 grant applications by the extended deadline, requesting a total of \$24,750.

Councilmembers Kabir, Mitchell, Day and Dennis volunteered to serve on the subcommittee to review submitted grant applications and make a recommendation to Mayor & Council for grant award. On April 8, the subcommittee met to review the submitted applications and formulate its recommendation for grant award. Applications were rated based on the grant criteria. Steve Groh provided tabulating assistance to the subcommittee but did not participate in the voting. A complete copy of the FY2014 grant applications and FY2013 final grant reports was provided to Mayor & Council as an e-mail attachment on April 9 and is available to the public upon request.

Listed below is a schedule of the applications received, showing grant request and recommended grant award. Some recommended grant awards are lower than the requested amounts (in order to stay within the budget).

CITY OF COLLEGE PARK
FY2014 Community Services Grants

Organization	Program	FY2014 Grant Request	Subcommittee Recommendation for Grant Award (\$20,000 budget)
The National Museum of Language, Inc.	Language camp and events	2,500	2,333
Lakeland Community Heritage Project	Lakeland Heritage events	2,500	2,333
American Legion Auxiliary, College Park Unit 217	Scholarships for Miss College Park pageant participants	2,500	2,333
Pregnancy Aid Centers, Inc.	Food pantry program	2,500	2,333
Boy Scout Troop 298	Subsidize boy scout program	2,500	1,500
Cub Scout Pack 298	Subsidize cub scout program	2,500	1,500
College Park Woods Swim Club	Senior summer day camp	2,500	2,333
Embry Center for Family Life	Lakeland All-Stars basketball program	2,500	2,333
College Park Church of the Nazarene	College Park community library	2,250	1,500
Holy Redeemer Catholic Church	Safe Haven program	2,500	1,500
TOTALS		\$ 24,750	\$ 19,998

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Discussion with
Alisha L. Alexander,
County Elections
Administrator

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Planning
Department CIP
projects and
plans to attract
businesses

PROGRAM NAME/NUMBER

Interfund Transfers/9210

PERSONNEL EXPENDITURES:

Authorized Positions in Full Time Equivalents (FTE's)	ACTUAL			ESTIMATED
	FY 2012	FY 2013	FY 2014	FY 2015
Budget Total	0.00	0.00	0.00	0.00

OPERATING EXPENDITURES

EXPENDITURE SUPPORT DATA		PROGRAM NUMBER: 9210	
Element/Object	Details	Total	
99	<u>Interfund Transfers</u>		
	99-10 Operating Cash Transfer to Capital Projects Fund		
	Business Assistance Fund (project 113001)	25,000	
	CCTV (project 092003)	58,175	
	Duvall Field Renovation (project 053007)	25,000	
	Facilities Capital Reserve (project 991013)	25,000	
	Fire Department Capital Equipment Grants (project 012006)	45,000	
	Old Parish House Renovations #2 (project 155001)	10,000	
	Pavement Management Plan (project 045008)	600,000	
	Pavement Management Plan (recovery for City paving paid by WSSC)	(300,000)	
	Randolph Macon Avenue (project 133001)	46,050	
	Vehicle Replacement Program (project 925061)	247,000	
			781,225

CAPITAL OUTLAY: None

**FIVE-YEAR CAPITAL
IMPROVEMENT
PROGRAM
(C.I.P.)**

Capital Project Summary

Schedule of Expenditures by Project by Year								
Project Number	Project Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
153002	Bikeway Planning & Infrastructure	137,446	0	87,446	50,000	0	0	0
113001	Business Assistance Fund	107,000	68,269	38,731	0	0	0	0
133003	Business Recycling Incentive Fund	25,000	0	25,000	0	0	0	0
113003	Capital Bikeshare	374,858	0	232,734	142,124	0	0	0
092003	CCTV	971,050	690,875	123,175	39,250	39,250	39,250	39,250
041003	City Hall Expansion	8,702,419	400,122	302,297	8,000,000	0	0	0
133002	Comm. Tenant Improvement Program	95,000	25,000	70,000	0	0	0	0
093001	Community Legacy Loan Repayments	660,000	210,000	0	150,000	0	0	300,000
103001	Downtown Streetscape #2	509,620	106,838	402,782	0	0	0	0
053007	Duvall Field Renovation	4,632,115	114,551	294,000	0	1,410,000	1,410,000	1,403,564
991013	Facilities Capital Reserve	356,212	81,158	0	0	0	0	275,054
012006	Fire Department Capital Equipment	439,450	394,450	45,000	0	0	0	0
091004	Green Initiatives	136,361	19,660	116,701	0	0	0	0
113004	Green Streets	185,000	35,000	0	150,000	0	0	0
085001	Guardrail Replacement	100,000	40,433	59,567	0	0	0	0
103004	Hollywood Commercial Revitalization	255,000	0	50,000	205,000	0	0	0
103002	Hollywood Gateway Park	697,723	81,356	466,367	150,000	0	0	0
073004	Hollywood Road Extended	500,000	0	500,000	0	0	0	0
063002	Homeownership Grant Program	210,000	152,500	57,500	0	0	0	0
011004	Institutional Network (I-Net)/P.E.G.	2,708,527	773,388	1,569	1,569	1,569	1,569	1,928,863
155001	Old Parish House Renovations #2	10,000	0	10,000	0	0	0	0
045008	Pavement Management Plan	3,102,328	302,328	600,000	600,000	600,000	600,000	400,000
963028	Program Open Space Acquisition Projects	946,427	373,256	75,000	498,171	0	0	0
015002	Public Works Facility Improvements	1,178,528	185,658	992,870	0	0	0	0
133001	Randolph Macon Avenue	296,000	36,000	130,000	130,000	0	0	0
091002	Safe Routes to School	353,200	208,700	144,500	0	0	0	0
133004	Strategic Demolition Program	75,000	60,923	14,077	0	0	0	0
925061	Vehicle Replacement Program	7,354,500	110,000	1,138,000	1,534,000	1,303,500	1,097,000	2,172,000
Total Expenditures		<u>35,118,764</u>	<u>4,470,465</u>	<u>5,977,316</u>	<u>11,650,114</u>	<u>3,354,319</u>	<u>3,147,819</u>	<u>6,518,731</u>

Capital Project Summary - Bikeway Planning & Infrastructure

Name: Bikeway Planning & Infrastructure	First Fiscal Year Appropriated: FY15
Number: 153002	Estimated Completion Date: Ongoing
Department: Planning, Community & Economic Development	Percent Completed: Ongoing
Life: Ongoing	Estimated Total Project Cost: \$137,446
Project Manager: Terry A. Schum, Director of Planning, Community, & Economic Development Steve Beavers, Community Development Coordinator	

Description

This project provides funding for a bicycle master plan through a technical assistance grant. Other funding will be sought for the implementation of bicycle infrastructure such as bike lanes, sharrows, trail connections and signage.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-15	Consulting	25,000		25,000				
95-10	Site Improvements	112,446		62,446	50,000			
Total Expenditures		<u>137,446</u>	<u>0</u>	<u>87,446</u>	<u>50,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	0	0	0				
301	MD Dept of Transp Bikeways grant	112,446		112,446				
301	COG Transp Land Use Conn grant	25,000		25,000				
Total Funding Sources		<u>137,446</u>	<u>0</u>	<u>137,446</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	137,446	0	137,446	0	0	0	0
Less amount expended/ encumbered thru FY14	0	0					
Project Fund Balance	<u>137,446</u>	<u>0</u>	<u>137,446</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Funding for bicycle signs and on-road sharrows will be sought in FY15 under the Maryland Bikeways program. A grant application will be submitted to the Transportation Planning Board for preparation of a bicycle master plan.

Impact on Operating Budget

No operating budget impact as this is a planning initiative.

Capital Project Summary - Business Assistance Fund

Name: Business Assistance Fund	First Fiscal Year Appropriated:	FY11
Number: 113001	Estimated Completion Date:	Ongoing
Department: Planning, Community & Economic Development	Percent Completed:	Ongoing
Life: Ongoing	Estimated Total Project Cost:	Ongoing
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development		

Description

This program was originally limited to sign grants to new or existing businesses. In FY14, the program was expanded to allow other tenant improvements to be eligible for up to a \$5,000 grant.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
25-29	Business Assistance Fund	107,000	68,269	38,731				
Total Expenditures		<u>107,000</u>	<u>68,269</u>	<u>38,731</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	105,000	80,000	25,000				
301	Anacostia Trails mini-grant	2,000	2,000					
Total Funding Sources		<u>107,000</u>	<u>82,000</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	107,000	82,000	25,000	0	0	0	0
Less amount expended/ encumbered thru FY14	(68,269)	(68,269)					
Project Fund Balance	<u>38,731</u>	<u>13,731</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

To date, 31 grants have been awarded for an average of \$3,450 per grant.

Impact on Operating Budget

No operating budget impact as this is a planning initiative.

Capital Project Summary - Business Recycling Incentive Fund

Name: Business Recycling Incentive Fund

Number: 133003

Department: Public Works

Life: Ongoing

Project Manager: Loree O'Hagan, Recycling Coordinator

Steve Beavers, Community Development Coordinator

First Fiscal Year Appropriated:

Estimated Completion Date:

Percent Completed:

Estimated Total Project Cost:

FY13

Ongoing

Ongoing

Ongoing

Description

This program provides grants to new or existing businesses for capital costs related to instituting recycling. The program is predominantly targeting larger businesses, although smaller businesses are encouraged to apply. Details of this program are not yet determined.

This program is a collaborative effort between Public Works and the City's Committee for a Better Environment (CBE).

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
25-47	Business Recycling Incentive Fund	25,000		25,000				
Total Expenditures		<u>25,000</u>	<u>0</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	25,000	25,000					
Total Funding Sources		<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	25,000	25,000	0	0	0	0	0	0
Less amount expended/ encumbered thru FY14	(0)	(0)						
Project Fund Balance	<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

The CBE recycling subcommittee created and distributed a recycling survey to all businesses in FY14. The subcommittee is in the process of determining next steps based on survey results.

Impact on Operating Budget

No operating budget impact as this is a planning initiative.

Capital Project Summary - Capital Bikeshare

Name: Capital Bikeshare	First Fiscal Year Appropriated:	FY11
Number: 113003	Estimated Completion Date:	Ongoing
Department: Planning, Community & Economic Development	Percent Completed:	Ongoing
Life: Ongoing	Estimated Total Project Cost:	Ongoing
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development		

Description

This is a pilot project with the University of Maryland to initiate the Capital Bikeshare program in College Park with 10 stations. The University-funded portion is not shown below. A state grant, county contribution and developer contributions have been secured to help fund the program. Membership and user fees are used to help fund operations and maintenance of the program. Proposed station locations include downtown College Park, College Park Metro station, new student housing projects, and various locations on the UM campus. If successful, the project could be expanded to include additional locations.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
92	Machinery & Equipment	277,734		232,734	45,000			
Various	Bikeshare Operating Costs	97,124			97,124			
Total Expenditures		<u>374,858</u>	<u>0</u>	<u>232,734</u>	<u>142,124</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	25,000	25,000					
301	Developer Contribution	86,000	31,000	55,000				
301	MD Dept of Transp Bikeways grant	187,489	590	186,899				
301	Anacostia Trails mini-grant	1,369	1,369					
301	Prince George's Co. bikeshare grant	75,000	75,000					
Total Funding Sources		<u>374,858</u>	<u>132,959</u>	<u>241,899</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	374,858	132,959	241,899	0	0	0	0
Less amount expended/ encumbered thru FY14	0	0					
Project Fund Balance	<u>374,858</u>	<u>132,959</u>	<u>241,899</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Impact on Operating Budget

A memorandum of understanding has been signed with the University of Maryland and award of contract to the bikeshare operator approved by the City Council. Program launch has been delayed due to the unforeseen bankruptcy of the hardware/software provider.

Operations and maintenance are performed by Capital Bikeshare operator, but City is responsible for excess costs over membership and user fees.

Capital Project Summary - City Hall Expansion

Name: City Hall Expansion	First Fiscal Year Appropriated: FY12
Number: 041003	Estimated Completion Date: Undetermined
Department: Administration	Percent Completed: 10%
Life: 12 years	Estimated Total Project Cost: \$8,702,419
Project Manager: Joseph L. Nagro, City Manager Terry A. Schum, Director of Planning, Community & Economic Development	

Description

The City is pursuing options for a new City Hall building, including expanding on the existing City Hall site or moving to the Calvert Road site. The total proposed building area is approximately 30,000 square feet and will accommodate the relocation of the Public Services department from 4601A Calvert Road.

The \$118,800 lease escrow from Friends Community School was designated as the match for the FY04 \$100,000 State Bond in this project. \$400,000 of C.I.P. Reserve was designated as the match for the FY06 \$400,000 State Bond.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-11	Design & Engineering	682,234	379,937	302,297				
30-15	Consulting	19,255	19,255					
32-10	Legal	930	930					
95-20	Buildings	8,000,000			8,000,000			
Total Expenditures		<u>8,702,419</u>	<u>400,122</u>	<u>302,297</u>	<u>8,000,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	2,400,000	2,400,000					
301	Lease escrow-Friends Comm. School	118,800	118,800					
301	Community Legacy grants	25,000	25,000					
301	State Bond	500,000	500,000					
301	Funding not yet determined	5,658,619			5,658,619			
Total Funding Sources		<u>8,702,419</u>	<u>3,043,800</u>	<u>0</u>	<u>5,658,619</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	8,702,419	3,043,800	0	5,658,619	0	0	0
Less amount expended/ encumbered thru FY14	(400,122)	(400,122)					
Project Fund Balance	<u>8,302,297</u>	<u>2,643,678</u>	<u>0</u>	<u>5,658,619</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Impact on Operating Budget

Proffitt & Associates was retained in May 2011 to prepare design and construction drawings. However, the project was put on hold pending further discussions on the location.

Unknown at this time

The FY04 State Bond and City match were fully expended for design and engineering. The legislature has extended the FY06 State Bond expiration to June 1, 2015.

Capital Project Summary - Commercial Tenant Improvement Program

Name: Commercial Tenant Improvement Program	First Fiscal Year Appropriated:	FY13
Number: 133002	Estimated Completion Date:	Ongoing
Department: Planning, Community & Economic Development	Percent Completed:	Ongoing
Life: Ongoing	Estimated Total Project Cost:	Ongoing
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development Michael Stiefvater, Economic Development Coordinator		

Description

This incentive program is designed to attract new locally-owned and independent businesses to the City, specifically businesses that fill a void in the City's retail supply. Grants will be awarded in compliance with guidelines adopted by City Council in Resolution 13-R-05.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
25-43	Comm. Tenant Improvement Prog.	95,000	25,000	70,000				
Total Expenditures		<u>95,000</u>	<u>25,000</u>	<u>70,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	20,000	20,000					
301	Community Legacy grant	75,000	75,000					
Total Funding Sources		<u>95,000</u>	<u>95,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	95,000	95,000	0	0	0	0	0
Less amount expended/ encumbered thru FY14	(25,000)	(25,000)					
Project Fund Balance	<u>70,000</u>	<u>70,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Impact on Operating Budget

The City received a \$75,000 Community Legacy grant in FY13. An FY13 budget amendment added \$20,000 in City match. Five applications are in review, but no funds have been expended to date.

No operating budget impact as this is a planning initiative.

Capital Project Summary - Community Legacy Loan Repayments

Name: Community Legacy Loan Repayments	First Fiscal Year Appropriated:	FY09
Number: 093001	Estimated Completion Date:	Ongoing
Department: Planning, Community & Economic Development	Percent Completed:	Ongoing
Life: Ongoing	Estimated Total Project Cost:	Ongoing
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development Stephen Groh, Director of Finance		

Description

This project consolidates repayment of Community Legacy loans received for multiple projects. As loan proceeds received are attributable to specific projects and repayment periods extend many years, the applicable project will generally be completed and closed before the Community Legacy loan is repaid. Funding for repayment will be budgeted in the fiscal year containing the loan due date listed below:

<u>Project Description</u>	<u>Loan Number</u>	<u>Fiscal Year</u>	<u>Date Received</u>	<u>Gross Amount of Loan</u>	<u>Repayment Date</u>
7308 Yale Avenue Property Acquisition	60-033901-0	FY 2005	10/05/06	150,000.00	12/31/15
Design of Public Parking Garage	60-044401-0	FY 2006	05/15/07	150,000.00	12/31/25
7306 Yale Avenue Property Acquisition	60-057001-0	FY 2007	07/24/07	150,000.00	12/31/20
Total				<u>450,000.00</u>	

Schedule of Expenditures

[301-8010-570-]								
<u>Account</u>	<u>Account Name</u>	<u>Total</u>	<u>Thru FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>Past FY18</u>
70-25	Principal-Community Legacy Loans	660,000	210,000		150,000			300,000
	Total Expenditures	<u>660,000</u>	<u>210,000</u>	<u>0</u>	<u>150,000</u>	<u>0</u>	<u>0</u>	<u>300,000</u>

Schedule of Funding Sources

<u>Fund</u>	<u>Source Name</u>	<u>Total</u>	<u>Thru FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>Past FY18</u>
301	Unrestricted C.I.P. Reserve	210,000	210,000					
301	Funding not yet determined	450,000			150,000			300,000
	Total Funding Sources	<u>660,000</u>	<u>210,000</u>	<u>0</u>	<u>150,000</u>	<u>0</u>	<u>0</u>	<u>300,000</u>

Project Fund Balance

Total funding sources	660,000	210,000	0	150,000	0	0	300,000
Less amount expended/ encumbered thru FY14	(210,000)	(210,000)					
Project Fund Balance	<u>450,000</u>	<u>0</u>	<u>0</u>	<u>150,000</u>	<u>0</u>	<u>0</u>	<u>300,000</u>

Status

Impact on Operating Budget

This project provides consolidated record-keeping for future repayments of Community Legacy loans.

No operating budget impact as this is a record-keeping project.

Capital Project Summary - Downtown Streetscape #2

Name: Downtown Streetscape #2	First Fiscal Year Appropriated:	FY10
Number: 103001	Estimated Completion Date:	FY15
Department: Planning, Community & Economic Development	Percent Completed:	5%
Life: 6 years	Estimated Total Project Cost:	\$509,620
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development		

Description

This project funds comprehensive streetscape improvements in the downtown area through Federal earmark funding. Streetscape elements may include bus stop amenities, sidewalk upgrades, crosswalks, cycle tracks, decorative pedestrian streetlights, street furniture and banners.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-11	Design & Engineering	52,282	8,782	43,500				
30-20	Surveying	1,500	1,500					
60-50	Trees, Shrubs & Flowers	745	745					
95-10	Site Improvements	427,893	68,611	359,282				
96-30	Streetlights	27,200	27,200					
	Total Expenditures	<u>509,620</u>	<u>106,838</u>	<u>402,782</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	0	0	0				
301	Federal EDI earmark	459,620	459,620					
301	Comm. Development Block Grant	50,000	50,000					
	Total Funding Sources	<u>509,620</u>	<u>509,620</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	509,620	509,620	0	0	0	0	0
Less amount expended/ encumbered thru FY14	(106,838)	(106,838)					
Project Fund Balance	<u>402,782</u>	<u>402,782</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Impact on Operating Budget

The City was awarded a \$459,620 Federal EDI earmark in FY10 and a CDBG grant for \$50,000 in PY35.

To be determined

Streetscape improvements are in progress.

Capital Project Summary - Duvall Field Renovation

Name: Duvall Field Renovation	First Fiscal Year Appropriated: FY06
Number: 053007	Estimated Completion Date: Undetermined
Department: Planning, Community & Economic Development	Percent Completed: 25%
Life: Undetermined	Estimated Total Project Cost: \$4,632,115
Project Managers: Terry A. Schum, Director of Planning, Community & Economic Development Brenda L. Alexander, Deputy Director of Public Works Steven E. Halpern, City Engineer	

Description

This project provides for a comprehensive renovation of this multi-use recreational facility to address deferred maintenance, field rejuvenation, equipment storage, spectator seating, parking, access issues and other amenities. The work will be constructed in phases, based on available funds. The first phase will replace the concession building and seating area.

Schedule of Expenditures

[302-8020-575-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-11	Design & Engineering	124,636	99,636	25,000				
36-30	Permit Fees	250	250					
95-10	Site Improvements	4,238,229	14,665			1,410,000	1,410,000	1,403,564
95-20	Buildings	269,000		269,000				
Total Expenditures		<u>4,632,115</u>	<u>114,551</u>	<u>294,000</u>	<u>0</u>	<u>1,410,000</u>	<u>1,410,000</u>	<u>1,403,564</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
302	Restricted C.I.P. Reserve	137,324	112,324	25,000				
302	Program Open Space (POS)	933,801	933,801					
302	Developer Contribution	275,000			275,000			
302	State Bond	75,000	75,000					
302	Funding not yet determined	3,210,990				397,426	1,410,000	1,403,564
Total Funding Sources		<u>4,632,115</u>	<u>1,121,125</u>	<u>25,000</u>	<u>275,000</u>	<u>397,426</u>	<u>1,410,000</u>	<u>1,403,564</u>

Project Fund Balance

Total funding sources	4,632,115	1,121,125	25,000	275,000	397,426	1,410,000	1,403,564
Less amount expended/ encumbered thru FY14	(114,551)	(114,551)					
Project Fund Balance	<u>4,517,564</u>	<u>1,006,574</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>1,410,000</u>	<u>1,403,564</u>

Status

Design and construction drawings are complete, but are being reassessed to downsize the project due to lack of funds. Matching funds from the Greenbelt Station developer have been stalled; new agreements have been negotiated and payment is expected in FY16.

The State Bond to the College Park Boys & Girls Club will expire on June 1, 2014 unless the funds are under contract. While all POS funds have been encumbered by the State Board of Public Works, additional matching funds are required before they can be utilized.

Impact on Operating Budget

Ongoing maintenance is already performed by Public Works crews. No operating budget impact is anticipated.

Capital Project Summary - Green Initiatives

Name: Green Initiatives	First Fiscal Year Appropriated:	FY09
Number: 091004	Estimated Completion Date:	Ongoing
Department: Planning, Community & Economic Development	Percent Completed:	Ongoing
Life: Ongoing	Estimated Total Project Cost:	\$136,361
Project Manager: Steve Beavers, Community Development Coordinator		

Description

This project funds ongoing green initiatives to reduce energy consumption and increase the use of renewable energy. It includes a \$70,361 grant from the Maryland Energy Administration ("MEA") to prepare and implement an energy action plan.

This project also provides support for implementation of the City's Sustainable Maryland Certified Green Team action plan.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-15	Consulting	53,346	19,660	33,686				
95-10	Site Improvements	83,015		83,015				
Total Expenditures		<u>136,361</u>	<u>19,660</u>	<u>116,701</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	66,000	66,000					
301	Maryland Energy Admin. grant	70,361	70,361					
Total Funding Sources		<u>136,361</u>	<u>136,361</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	136,361	136,361	0	0	0	0	0
Less amount expended/ encumbered thru FY14	(19,660)	(19,660)					
Project Fund Balance	<u>116,701</u>	<u>116,701</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Under the MEA grant, updated energy audits of City buildings will be completed. Policies for energy reduction and renewable energy generation were adopted by the City Council and recommended improvements are underway.

The Green Team is pursuing a plan to initiate a community garden.

Impact on Operating Budget

Ongoing maintenance of City building is performed by Public Works crews. It is anticipated that these green initiatives would reduce future utility costs.

Capital Project Summary - Green Streets

Name: Green Streets	First Fiscal Year Appropriated: FY11
Number: 113004	Estimated Completion Date: FY16
Department: Planning, Community & Economic Development	Percent Completed: 20%
Life: 6 years	Estimated Total Project Cost: \$185,000
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development Steven E. Halpern, City Engineer	

Description

This project funds the implementation of "green street" projects on selected streets. Best management practices for storm water management will be pursued including use of pervious pavement, bioretention cells, bioswales and native landscaping.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-11	Design & Engineering	35,000	35,000					
95-10	Site Improvements	150,000			150,000			
Total Expenditures		<u>185,000</u>	<u>35,000</u>	<u>0</u>	<u>150,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	0	0					
301	Chesapeake Bay Trust grant	115,000	35,000	80,000				
301	Natl Fish & Wildlife Foundation grant	40,000		40,000				
301	Funding not yet determined	30,000			30,000			
Total Funding Sources		<u>185,000</u>	<u>35,000</u>	<u>120,000</u>	<u>30,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	185,000	35,000	120,000	30,000	0	0	0
Less amount expended/ encumbered thru FY14	(35,000)	(35,000)					
Project Fund Balance	<u>150,000</u>	<u>0</u>	<u>120,000</u>	<u>30,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Impact on Operating Budget

Conceptual designs for a segment of Rhode Island Avenue south of Greenbelt Road and for Lackawanna Street were completed. A grant application to construct the Rhode Island Avenue segment was submitted to Chesapeake Bay Trust and an application to prepare a "green street" design for Rhode Island Avenue north of Greenbelt Road was submitted to the National Fish & Wildlife Foundation by the Low Impact Development Center.

To be determined

Capital Project Summary - Hollywood Commercial Revitalization

Name: Hollywood Commercial Revitalization	First Fiscal Year Appropriated:	FY10
Number: 103004	Estimated Completion Date:	FY16
Department: Planning, Community & Economic Development	Percent Completed:	0%
Life: 7 years	Estimated Total Project Cost:	\$255,000
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development		

Description

This project funds streetscape improvements in the Hollywood Commercial District, located at the intersection of Edgewood Road and Rhode Island Avenue. Project scope may include, but is not limited to, tree planting, sidewalk reconstruction, pedestrian lights and banners.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-11	Design & Engineering	50,000		50,000				
95-10	Site Improvements	205,000			205,000			
Total Expenditures		<u>255,000</u>	<u>0</u>	<u>50,000</u>	<u>205,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	50,000	50,000					
301	MD Heritage Areas Authority grant	5,000	5,000					
301	Developer Contribution	200,000			200,000			
Total Funding Sources		<u>255,000</u>	<u>55,000</u>	<u>0</u>	<u>200,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	255,000	55,000	0	200,000	0	0	0
Less amount expended/ encumbered thru FY14	(0)	(0)					
Project Fund Balance	<u>255,000</u>	<u>55,000</u>	<u>0</u>	<u>200,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Impact on Operating Budget

A Maryland Heritage Areas Authority (MHAA) grant funded design and fabrication of banners which have been installed at the Carrollton Enterprises Shopping Center.

Ongoing maintenance to be performed by Public Works crews.

Prince George's County has completed signalization improvements at Edgewood Road & Rhode Island Avenue and a conceptual design plan will be prepared in FY15.

Capital Project Summary - Hollywood Gateway Park

Name: Hollywood Gateway Park	First Fiscal Year Appropriated:	FY10
Number: 103002	Estimated Completion Date:	FY16
Department: Planning, Community & Economic Development	Percent Completed:	10%
Life: 7 years	Estimated Total Project Cost:	\$697,723
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development		

Description

This project develops property at 4703 Edgewood Road, acquired by the City in FY10 with Program Open Space (POS) funding, into the Hollywood "Wind & Weather" Park. The park will feature a pavilion with a green roof and rain barrels, permeable pathways, native plants, rain garden, weather station and wind-driven sculpture.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-11	Design & Engineering	73,754	73,754					
30-15	Consulting	4,765	4,765					
36-11	Classified Advertising	1,137	1,137					
52-10	Awards & Gifts	1,700	1,700					
95-10	Site Improvements	616,367		466,367	150,000			
Total Expenditures		<u>697,723</u>	<u>81,356</u>	<u>466,367</u>	<u>150,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	50,000	50,000					
301	Program Open Space (POS)	147,723	147,723					
301	Community Legacy grant	100,000	100,000					
301	Developer Contribution	150,000			150,000			
301	Chesapeake Bay Trust grant	250,000		250,000				
Total Funding Sources		<u>697,723</u>	<u>297,723</u>	<u>250,000</u>	<u>150,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	697,723	297,723	250,000	150,000	0	0	0
Less amount expended/ encumbered thru FY14	(81,356)	(81,356)					
Project Fund Balance	<u>616,367</u>	<u>216,367</u>	<u>250,000</u>	<u>150,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Impact on Operating Budget

Project design is complete and start of construction is scheduled for FY15.

Once completed, Public Works crews will be responsible for maintaining the park.

Capital Project Summary - Hollywood Road Extended

Name: Hollywood Road Extended	First Fiscal Year Appropriated:	FY07
Number: 073004	Estimated Completion Date:	Ongoing
Department: Planning, Community & Economic Development	Percent Completed:	0%
Life: Ongoing	Estimated Total Project Cost:	\$500,000
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development		

Description

This project provides for right-of-way acquisition, design and construction for an extension of Hollywood Road on the west side of U.S. Route 1 at the signalized intersection. This project improves access for the Mazza Grandmarc apartments and funding is provided by the developer under an agreement and Declaration of Covenants with the City.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-11	Design & Engineering	250,000		250,000				
94-20	Rights-of-Way	250,000		250,000				
	Total Expenditures	<u>500,000</u>	<u>0</u>	<u>500,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	0		0				
301	Developer Contribution	500,000		500,000				
	Total Funding Sources	<u>500,000</u>	<u>0</u>	<u>500,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	500,000	0	500,000	0	0	0	0	0
Less amount expended/ encumbered thru FY14	(0)	(0)						
Project Fund Balance	<u>500,000</u>	<u>0</u>	<u>500,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

\$500,000 is in escrow for this project. Upon authorization by the City, the owner of Mazza Grandmarc apartments will proceed with the design of Hollywood Road extended. Construction timetable has yet to be determined.

Impact on Operating Budget

Once constructed, streets will be evaluated annually as part of the Pavement Management Plan.

New roadways will have a 15-year life expectancy, reducing ongoing routine maintenance.

Capital Project Summary - Homeownership Grant Program

Name: Homeownership Grant Program	First Fiscal Year Appropriated:	FY06
Number: 063002	Estimated Completion Date:	Ongoing
Department: Planning, Community & Economic Development	Percent Completed:	Ongoing
Life: Ongoing	Estimated Total Project Cost:	Ongoing
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development		

Description

Initiated in FY2006, this project provides home ownership grants to police officers, City employees and persons purchasing former rentals, foreclosures and short sale properties in the City. Grants are provided at settlement for downpayment or closing costs. Recipients must agree to occupy the property for a minimum of 5 years. If the property is sold or ceases to be owner-occupied during the 5 years, a prorated portion of the grant must be repaid to the City.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
25-10	Grant-City University Partnership	22,500	22,500					
25-34	Homeownership Grants	187,500	130,000	57,500				
Total Expenditures		<u>210,000</u>	<u>152,500</u>	<u>57,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	210,000	210,000					
Total Funding Sources		<u>210,000</u>	<u>210,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	210,000	210,000	0	0	0	0	0
Less amount expended/ encumbered thru FY14	(152,500)	(152,500)					
Project Fund Balance	<u>57,500</u>	<u>57,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Impact on Operating Budget

To date, 23 grants (7 @ \$7,500 and 17 @ \$5,000) have been awarded.

No operating budget impact as this is a planning initiative.

Capital Project Summary - Institutional Network (I-Net)/P.E.G.

Name: Institutional Network (I-Net)/P.E.G.	First Fiscal Year Appropriated:	FY01
Number: 011004	Estimated Completion Date:	Ongoing
Department: Finance	Percent Completed:	Ongoing
Life: Ongoing	Estimated Total Project Cost:	Ongoing
Project Managers: Stephen Groh, Director of Finance Sarah Price, Information Systems Manager		

Description

This project will accumulate funds paid to the City as capital equipment support grant payments under the provisions of cable franchise agreements, to cover public, educational and government (P.E.G.) capital costs, including capital for studio facilities, studio and portable production equipment, editing equipment and program playback equipment, institutional network equipment, and dark fiber.

Beginning in FY08, the City pays up to 1/3 of its 3% capital equipment grant from Comcast and Verizon to the Prince George's I-Net, according to the terms of the I-Net governance agreement adopted by the Mayor & Council and the I-Net's adopted budget. For FY15, 6.1% of that payment is allocable to capital and may be paid from P.E.G. funds; the remaining 93.9% covers I-Net operating costs and is budgeted in the General Fund, Information Technology program 1024. The accumulated funds from all I-Net members will cover purchases and maintenance of shared equipment at the County's Largo Government Center and Comcast hub sites throughout the County.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-14	Management Support	55,404	55,404					
30-15	Consulting	27,861	27,861					
34-73	Cabling	31,393	31,393					
36-11	Classified Advertising	1,011	1,011					
36-63	PGINCCC I-Net Pro-Rata Share	96,546	90,270	1,569	1,569	1,569	1,569	
40-18	Security Cameras Maintenance	2,424	2,424					
40-25	HVAC Repairs	1,520	1,520					
40-40	Audio-Visual Equipment Maint.	1,494	1,494					
45-11	Computer Hardware Maintenance	11,294	11,294					
60-20	Computer Supplies	1,701	1,701					
60-22	Audio-Visual Supplies	205	205					
62-10	Postage	109	109					
92	Equipment (unallocated)	1,928,863						1,928,863
92-20	Equipment	523	523					
92-42	HVAC Systems	20,600	20,600					
92-50	Video Equipment	21,831	21,831					
92-52	Security Cameras	28,786	28,786					
92-55	Audio-Visual Equipment	198,670	198,670					
92-60	Audio Equipment	5,101	5,101					
95-10	Site Improvements	1,250	1,250					
97-10	Telephone Systems	62,432	62,432					
98-10	Computer Hardware	194,394	194,394					
98-20	Computer Software	15,115	15,115					
Total Expenditures		<u>2,708,527</u>	<u>773,388</u>	<u>1,569</u>	<u>1,569</u>	<u>1,569</u>	<u>1,569</u>	<u>1,928,863</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	0	0	0				
301	Comcast-Capital Equipment grant	2,152,996	1,676,996	119,000	119,000	119,000	119,000	Unknown
301	Verizon-Capital Equipment grant	555,531	275,531	70,000	70,000	70,000	70,000	Unknown
Total Funding Sources		<u>2,708,527</u>	<u>1,952,527</u>	<u>189,000</u>	<u>189,000</u>	<u>189,000</u>	<u>189,000</u>	<u>0</u>

Project Fund Balance

Total funding sources	2,708,527	1,952,527	189,000	189,000	189,000	189,000	0
Less amount expended/ encumbered thru FY14	(773,388)	(773,388)					
Project Fund Balance	<u>1,935,139</u>	<u>1,179,139</u>	<u>189,000</u>	<u>189,000</u>	<u>189,000</u>	<u>189,000</u>	<u>0</u>

Status

During FY11, the City replaced most of the audio and video equipment in the Council Chambers, including cameras, control boards, audio mixers and broadcast lighting.

No major upgrades are anticipated in FY15.

Impact on Operating Budget

Upgrades to or replacement of audio/visual equipment would reduce current maintenance requirements. I-Net equipment is maintained by Information Technology staff (General Fund, program 1024). No operating budget impact is anticipated.

Capital Project Summary - Program Open Space Acquisition Projects

Name: Program Open Space Acquisition Projects	First Fiscal Year Appropriated:	FY96
Number: 963028	Estimated Completion Date:	Ongoing
Department: Planning, Community & Economic Development	Percent Completed:	Ongoing
Life: Ongoing	Estimated Total Project Cost:	Ongoing
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development		

Description

The City typically receives an annual allocation of Program Open Space (POS) funds from the State of Maryland for the acquisition of property for recreational or open space purposes. Sites to be acquired are determined by Mayor & Council based on needs and available funding.

In FY10, POS funds were used for the purchase of property at 4703 Edgewood Road. In FY12, funds were allocated to purchase 8200 Baltimore Avenue, but this project was subsequently cancelled by the Mayor & Council.

Two vacant lots on 47th Place are being purchased to improve access to Hollywood Gateway Park.

Schedule of Expenditures

[302-8020-575-]								
<u>Account</u>	<u>Account Name</u>	<u>Total</u>	<u>Thru FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>Past FY18</u>
30-15	Consulting	3,174	3,174					
30-16	Appraisals	21,450	21,450					
94-10	Land	921,803	348,632	75,000	498,171			
	Total Expenditures	<u>946,427</u>	<u>373,256</u>	<u>75,000</u>	<u>498,171</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

<u>Fund</u>	<u>Source Name</u>	<u>Total</u>	<u>Thru FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>Past FY18</u>
302	Restricted C.I.P. Reserve	0	0	0				
302	Program Open Space (POS)	946,427	946,427					
	Total Funding Sources	<u>946,427</u>	<u>946,427</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	946,427	946,427	0	0	0	0	0
Less amount expended/ encumbered thru FY14	(373,256)	(373,256)					
Project Fund Balance	<u>573,171</u>	<u>573,171</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Impact on Operating Budget

A contract of sale is being executed for the lots on 47th Place.

Maintenance is dependent on the future disposition of any property acquired. No operating budget impact at this time.

Capital Project Summary - Randolph Macon Avenue

Name: Randolph Macon Avenue	First Fiscal Year Appropriated:	FY13
Number: 133001	Estimated Completion Date:	FY16
Department: Planning, Community & Economic Development	Percent Completed:	0%
Life: 4 years	Estimated Total Project Cost:	\$296,000
Project Manager: Terry A. Schum, Director of Planning, Community & Economic Development Steven E. Halpern, City Engineer		

Description

The project funds construction of the 30' right-of-way between Rhode Island Avenue and Dartmouth Avenue in the Old Town neighborhood known as Randolph Macon Avenue. The road would be one-way westbound and facilitate the infill construction of 8 single-family homes with owner-occupancy covenants. The property owner will pay for the road design and the City will be responsible for the initial road construction costs. A pending CDBG grant will help defray the construction costs and the property owner/developer will reimburse the City upon the sale of the individual building sites.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-11	Design & Engineering	36,000	36,000					
95-10	Site Improvements	260,000		130,000	130,000			
Total Expenditures		<u>296,000</u>	<u>36,000</u>	<u>130,000</u>	<u>130,000</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	86,950	40,900	46,050				
301	Utility Reimbursements	0						
301	Comm. Development Block Grant	127,000	127,000					
301	Developer Contribution	36,000	36,000					
301	Funding not yet determined	46,050			46,050			
Total Funding Sources		<u>296,000</u>	<u>203,900</u>	<u>46,050</u>	<u>46,050</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	296,000	203,900	46,050	46,050	0	0	0
Less amount expended/ encumbered thru FY14	(0)	(0)					
Project Fund Balance	<u>296,000</u>	<u>203,900</u>	<u>46,050</u>	<u>46,050</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

A memorandum of understanding between the City and property owner/ developer has been executed.

The road design is complete and permits are being obtained. Bidding and construction will commence in FY15.

Impact on Operating Budget

As a City street, Randolph Macon Avenue would be evaluated annually under the Pavement Management Plan.

Capital Project Summary - Strategic Demolition Program

Name: Strategic Demolition Program	First Fiscal Year Appropriated: FY14
Number: 133004	Estimated Completion Date: Ongoing
Department: Planning, Community & Economic Development	Percent Completed: Ongoing
Life: Ongoing	Estimated Total Project Cost: Ongoing
Project Manager: Michael Steifvater, Economic Development Planner	

Description

A \$75,000 grant was received from the Maryland Department of Housing & Community Development to demolish vacant properties on the U.S. Route 1 corridor. The purpose of this program is to eliminate blight from our main street and possibly set the stage for redevelopment.

Schedule of Expenditures

[301-8010-570-]								
Account	Account Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
30-11	Design & Engineering	5,000	2,600	2,400				
95-10	Site Improvements	70,000	58,323	11,677				
Total Expenditures		<u>75,000</u>	<u>60,923</u>	<u>14,077</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule of Funding Sources

Fund	Source Name	Total	Thru FY14	FY15	FY16	FY17	FY18	Past FY18
301	Unrestricted C.I.P. Reserve	0	0	0				
301	Community Legacy grant	75,000	75,000					
Total Funding Sources		<u>75,000</u>	<u>75,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Project Fund Balance

Total funding sources	75,000	75,000	0	0	0	0	0
Less amount expended/ encumbered thru FY14	(0)	(0)					
Project Fund Balance	<u>75,000</u>	<u>75,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Status

Two properties have been razed and a third is being identified.

Impact on Operating Budget

No operating budget impact as this is a planning initiative.

4

Introduction of FY '15 Budget Ordinance

(The draft budget ordinance will be provided on Tuesday night)

CITY OF COLLEGE PARK, MARYLAND
Summary of Changes between FY2015 Requested and Revised Budgets
(not a part of Ordinance 14-O-02)

Program	Description	Increase (Decrease)
Revenues- Unassigned Reserve Transfer 399.00	Use of Unassigned Reserve per Requested Budget (Budgeted Surplus)	\$ (30,437)
Admin-M&C-1010	Increase dues to include Other Dues for NLC constituency groups	300
Admin-M&C-1010	Increase dues to include U.S. Conference of Mayors	3,489
Admin-M&C-1010	Add lobbying expense, a contractual position on retainer, for assistance with state legislation	30,000
Admin-M&C-1010	Increase cost of retreat for M&C and department heads from \$4,000 to \$5,500	1,500
Admin-Public Relations-1017	Add marketing, details to be determined	10,000
Admin-Public Relations-1017	Increase Special Events-Other to add \$550 to Miscellaneous for ½ cost of SGA flags for downtown businesses on game days	550
Public Services- Animal Control- 2013	Funding for a possible City contribution to a feasibility study for a north County animal shelter	25,000
Planning-Econ Developmt-3014	Funding for Hollywood Farmers Market for fall 2014 and spring 2015, market master \$5,265 + marketing \$735	6,000
Public Works- Snow & Ice Control-5017	Contract pre-treatment of 55 lane miles of City streets with salt brine solution for 2 snow events @ \$3,300 per event, in order to assess the viability of purchasing and using this pre-treatment system in the future	6,600
Interfund Transfers-9210	Additional C.I.P. transfer to CCTV project to fund purchase and installation of PTZ security camera at Hartwick Road & Princeton Avenue	20,000
Revenues- Unassigned Reserve Transfer 399.00	Use of Unassigned Reserve per Revised Budget	\$ 73,002

5

Review of a Human Rights Ordinance, Contractor Non- discrimination and Equal Benefits Ordinance

(The January memo is
provided for context)

AN ORDINANCE
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK,
AMENDING CHAPTER 69, "PURCHASING PROCEDURES" BY ADDING SECTION
69-6, "EQUAL BENEFITS" AND SECTION 69-7 "NON-DISCRIMINATION BY CITY
CONTRACTORS" TO REQUIRE THAT CONTRACTORS SEEKING CITY
CONTRACTS PROVIDE EQUAL BENEFITS TO EMPLOYEES AND THEIR
DEPENDENTS AND THAT CITY CONTRACTORS NOT DISCRIMINATE IN
EMPLOYMENT

WHEREAS, pursuant to §5-201 *et seq.* of the Local Government Article, Annotated Code of Maryland, the City of College Park, Maryland (hereinafter, the "City") has the power to pass such ordinances as it deems necessary to assure the good government of the municipality, and to protect and preserve the municipality's property; and

WHEREAS, pursuant to §5-205 of the Local Government Article, Annotated Code of Maryland, the City of College Park also has the express power to expend municipal funds for any purpose deemed to be public and to affect the safety, health and general welfare of the municipality and its occupants; and

WHEREAS, pursuant to this authority, the City enacted Chapter 69 "Purchasing Procedures" to establish the ways in which the City can acquire certain items, services and materials; and

WHEREAS, the Mayor and Council have determined there is a need to prohibit discrimination on the basis of race, color, religion, ancestry, national origin, age, sex, marital status, disability, sexual orientation, and gender identity in the area of purchasing and City contracts; and

WHEREAS, the Mayor and Council have determined that certain contractors are required to provide equal benefits to their employees in order to obtain City contracts.

CAPS	: Indicate matter added to existing law.
[Brackets]	: Indicate matter deleted from law.
Asterisks * * *	: Indicate matter remaining unchanged in existing law but not set forth in Ordinance

Section 1. NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland, that Chapter 69 "Purchasing Procedures", §69-6, "Equal Benefits" of the Code of the City of College Park be, and is hereby, adopted to read as follows:

§ 69-6. EQUAL BENEFITS

(A) *DEFINITIONS.* FOR PURPOSES OF THIS SECTION ONLY, THE FOLLOWING DEFINITIONS SHALL APPLY:

BENEFITS MEANS ALL FORMS OF INSURANCE PROVIDED BY THE CONTRACTOR TO THE SPOUSES OF THE CONTRACTOR'S EMPLOYEES AND/OR DEPENDENTS OF EMPLOYEE'S SPOUSE, AS WELL AS EMPLOYEE'S SICK LEAVE, BEREAVEMENT LEAVE, AND FAMILY MEDICAL LEAVE WHICH MAY BE USED TO CARE FOR HIS/HER DOMESTIC PARTNER, EXCEPT TO THE EXTENT PREEMPTED BY FEDERAL OR STATE LAW.

BID SHALL MEAN A COMPETITIVE VENDOR SELECTION PROCEDURE ESTABLISHED BY THE CITY THROUGH THE ISSUANCE OF AN INVITATION TO BID, REQUEST FOR PROPOSALS, REQUEST FOR QUALIFICATIONS, OR REQUEST FOR LETTERS OF INTEREST.

CONTRACT MEANS ALL TYPES OF BINDING AGREEMENTS BETWEEN THE CITY OF COLLEGE PARK AND A CONTRACTOR FOR GOODS AND SERVICES.

CONTRACTOR MEANS ANY PERSON OR PERSONS, SOLE PROPRIETORSHIP, PARTNERSHIP, JOINT VENTURE, CORPORATION, OR OTHER FORM OF DOING BUSINESS, THAT IS AWARDED A BID AND ENTERS INTO A COVERED CONTRACT WITH THE CITY, AND WHICH MAINTAINS TWENTY-FIVE (25) OR MORE FULL-TIME EMPLOYEES ON THE PAYROLL DURING THE TERM OF ANY CONTRACT WITH THE CITY.

COVERED CONTRACT MEANS A CONTRACT BETWEEN THE CITY AND A CONTRACTOR AWARDED FOR BIDS WHICH ARE ADVERTISED/ISSUED AFTER THE DATE WHEN THIS SECTION BECOMES EFFECTIVE VALUED AT OVER THIRTY THOUSAND DOLLARS (\$30,000.00).

DOMESTIC PARTNER SHALL MEAN ANY TWO (2) ADULTS OF THE SAME OR DIFFERENT SEX, WHO HAVE REGISTERED AS DOMESTIC PARTNERS PURSUANT TO STATE OR LOCAL LAW AUTHORIZING SUCH REGISTRATION, OR WITH AN INTERNAL REGISTRY MAINTAINED BY THE EMPLOYER OF AT LEAST ONE (1) OF THE DOMESTIC PARTNERS, OR WHO ARE:

IN A RELATIONSHIP OF MUTUAL SUPPORT, CARING AND COMMITMENT AND INTEND TO REMAIN IN SUCH A A RELATIONSHIP FOR THE IMMEDIATE FUTURE;

NOT MARRIED TO, OR LEGALLY SEPARATED FROM, SOMEONE ELSE;
 NOT CURRENTLY REGISTERED IN A DOMESTIC PARTNERSHIP WITH A
 DIFFERENT DOMESTIC PARTNER;
 EIGHTEEN YEARS OF AGE OR OLDER AND COMPETENT TO CONTRACT; AND
 ARE OCCUPYING THE SAME DWELLING UNIT AS A SINGLE, NONPROFIT
 HOUSEKEEPING UNIT WHOSE RELATIONSHIP IS OF A PERMANENT AND
 DISTINCT DOMESTIC CHARACTER.

EQUAL BENEFITS MEANS THE EQUALITY OF BENEFITS BETWEEN
 EMPLOYEES WITH SPOUSES AND/OR DEPENDENTS OF SPOUSES AND
 EMPLOYEES WITH DOMESTIC PARTNERS AND/OR DEPENDENTS OF DOMESTIC
 PARTNERS, AND/OR BETWEEN SPOUSES OF EMPLOYEES AND/OR DEPENDENTS
 OF SPOUSES AND DOMESTIC PARTNERS OF EMPLOYEES AND/OR DEPENDENTS
 OF DOMESTIC PARTNERS.

(B) *EQUAL BENEFITS REQUIREMENTS.*

- (1) ALL BIDS FOR COVERED CONTRACTS WHICH ARE ADVERTISED/ISSUED
 ON OR AFTER THE EFFECTIVE DATE OF THIS SECTION SHALL INCLUDE
 THE REQUIREMENT TO PROVIDE EQUAL BENEFITS IN THE
 PROCUREMENT SPECIFICATIONS FOR SUCH BIDS.
- (2) AS PART OF THE BID RESPONSE, THE CONTRACTOR SHALL CERTIFY
 THAT THE CONTRACTOR:
 - A. CURRENTLY COMPLIES WITH THE CONDITIONS OF THIS SECTION; OR
 - B. WILL COMPLY WITH THE CONDITIONS OF THIS SECTION AT TIME OF
 CONTRACT AWARD; OR
 - D. IS NOT REQUIRED TO COMPLY WITH THE CONDITIONS OF THIS
 SECTION BECAUSE OF ALLOWABLE EXEMPTION.

THE CERTIFICATION SHALL BE IN WRITING AND SIGNED BY AN
 AUTHORIZED OFFICER OF THE CONTRACTOR. FAILURE TO PROVIDE
 SUCH CERTIFICATION SHALL RESULT IN THE CONTRACTOR BEING
 DEEMED NON-RESPONSIVE.

- (3) THE CONTRACTOR MAY NOT SET UP OR USE IT'S CONTRACTING ENTITY
 FOR THE PURPOSE OF EVADING THE REQUIREMENTS IMPOSED BY THIS
 SECTION.
- (4) IF AFTER MAKING A REASONABLE EFFORT TO PROVIDE AN EQUAL
 BENEFIT FOR A DOMESTIC PARTNER OF AN EMPLOYEE THE
 CONTRACTOR IS UNABLE TO PROVIDE THE BENEFIT, THE CONTRACTOR
 SHALL PROVIDE THE EMPLOYEE WITH THE CASH EQUIVALENT OF THE
 BENEFIT.

(C) *MANDATORY CONTRACT PROVISIONS PERTAINING TO EQUAL BENEFITS.* UNLESS OTHERWISE EXEMPT, EVERY COVERED CONTRACT SHALL CONTAIN LANGUAGE THAT STATES:

1. CONTRACTOR MUST COMPLY WITH THE APPLICABLE PROVISIONS OF THIS SECTION. THE CONTRACTOR SHALL PROVIDE THE CITY AND/OR THE CITY MANAGER OR HIS/HER DESIGNEE, ACCESS TO ITS RECORDS FOR THE PURPOSE OF AUDITS AND/OR INVESTIGATIONS TO ASCERTAIN COMPLIANCE WITH THE PROVISIONS OF THIS SECTION,

2. UPON REQUEST, THE CONTRACTOR SHALL PROVIDE EVIDENCE THAT THE CONTRACTOR IS IN COMPLIANCE WITH THE PROVISIONS OF THIS SECTION UPON EACH NEW BID, CONTRACT RENEWAL, OR WHEN THE CITY MANAGER HAS RECEIVED A COMPLAINT OR HAS REASON TO BELIEVE THE CONTRACTOR MAY NOT BE IN COMPLIANCE WITH THE PROVISIONS OF THIS SECTION, AND

3. THE FAILURE OF THE CONTRACTOR TO COMPLY WITH THIS SECTION WILL BE DEEMED TO BE A MATERIAL BREACH OF THE COVERED CONTRACT.

(D) *EXCEPTIONS AND WAIVERS.*

THE PROVISIONS OF THIS SECTION SHALL NOT APPLY WHERE:

1. THE CONTRACTOR PROVIDES BENEFITS NEITHER TO EMPLOYEES' SPOUSES NOR SPOUSE'S DEPENDENTS.
2. THE CONTRACTOR IS A RELIGIOUS ORGANIZATION, ASSOCIATION, SOCIETY OR ANY NON-PROFIT CHARITABLE OR EDUCATIONAL INSTITUTION OR ORGANIZATION OPERATED, SUPERVISED OR CONTROLLED BY OR IN CONJUNCTION WITH A RELIGIOUS ORGANIZATION, ASSOCIATION OR SOCIETY.
3. THE CONTRACTOR IS A GOVERNMENTAL ENTITY.
4. THE CONTRACT IS FOR THE SALE OR LEASE OF PROPERTY.
5. THE COVERED CONTRACT IS NECESSARY TO RESPOND TO AN EMERGENCY.
6. THE PROVISION OF THIS SECTION WOULD VIOLATE GRANT OR OTHER REQUIREMENTS, THE LAWS, RULES OR REGULATIONS OF FEDERAL OR STATE LAW.
7. THE CONTRACTOR IS A SOLE SOURCE OR NONE OF THE BIDDERS CAN COMPLY WITH THE REQUIREMENTS OF THIS SECTION.
8. THE CITY IS PURCHASING UNDER THE PROVISIONS OF §69-2(B) OF THIS CHAPTER.
9. THE CONTRACT IS FOR THE PURCHASE OF GOODS OR SUPPLIES ONLY.

10. AGREEMENTS WITH BOND UNDERWRITERS AND AGREEMENTS WITH FINANCIAL INSTITUTIONS WHERE THE AGREEMENT RELATES TO THE CITY'S BORROWING.

(E) ENFORCEMENT. IF THE CONTRACTOR FAILS TO COMPLY WITH THE PROVISIONS OF THIS SECTION:

- 1. THE FAILURE TO COMPLY MAY BE DEEMED TO BE A MATERIAL BREACH OF THE COVERED CONTRACT; AND
- 2. THE CITY MAY TERMINATE THE COVERED CONTRACT OR MONIES DUE OR TO BECOME DUE UNDER THE COVERED CONTRACT MAY BE RETAINED BY THE CITY UNTIL COMPLIANCE IS ACHIEVED; AND
- 3. THE CITY MAY ALSO PURSUE ANY AND ALL OTHER REMEDIES AT LAW OR IN EQUITY FOR ANY BREACH.

Section 2

BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that, that Chapter 69 "Purchasing Procedures", §69-7, "Non-Discrimination by City Contractors" of the Code of the City of College Park be, and is hereby, adopted to read as follows:

§69-7 NON-DISCRIMINATION BY CITY CONTRACTORS

A. DISCRIMINATION IN EMPLOYMENT BY A CITY CONTRACTOR BASED ON AGE, RACE, COLOR, CREED, PREGNANCY, RELIGION, NATIONAL ORIGIN, ANCESTRY, DISABILITY, MARITAL STATUS, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, PHYSICAL CHARACTERISTIC OR ANY OTHER UNLAWFUL BASIS FOR DISCRIMINATION IS PROHIBITED.

B. ALL CITY CONTRACTS SHALL INCLUDE A CERTIFICATION BY CONTRACTORS THAT THEY DO NOT DISCRIMINATE ON THE BASIS OF AGE, RACE, COLOR, CREED, PREGNANCY, RELIGION, NATIONAL ORIGIN, ANCESTRY, DISABILITY, MARITAL STATUS, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, PHYSICAL CHARACTERISTIC OR OTHER UNLAWFUL BASIS OF DISCRIMINATION.

C. DISCRIMINATORY ACTS BY A CONTRACTOR IN EMPLOYMENT SHALL CONSTITUTE A MATERIAL BREACH OF A CITY CONTRACT.

CAPS/BOLD : Indicate matter added to existing law.
 [Brackets] : Indicate matter deleted from law.
 Asterisks * * * : Indicate matter remaining unchanged in existing law but not set forth in Ordinance

Section 3

BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that, upon formal introduction of this proposed Ordinance, which shall be by way of a motion duly seconded and without any further vote, the City Clerk shall distribute a copy to each Council member and shall maintain a reasonable number of copies in the office of the City Clerk and shall publish this proposed ordinance or a fair summary thereof in a newspaper having a general circulation in the City of College Park together with a notice setting out the time and place for a public hearing thereon and for its consideration by the Council. The public hearing, hereby set for _____ P.M. on the _____ day of _____, 2014, shall follow the publication by at least seven (7) days, may be held separately or in connection with a regular or special Council meeting and may be adjourned from time to time. All persons interested shall have an opportunity to be heard. After the hearing, the Council may adopt the proposed ordinance with or without amendments or reject it. As soon as practicable after adoption, the City Clerk shall have a fair summary of the Ordinance and notice of its adoption published in a newspaper having a general circulation in the City of College Park and available at the City's offices. This Ordinance shall become effective on _____, 2014 provided that a fair summary of this Ordinance is published at least once prior to the date of passage and once as soon as practical after the date of passage in a newspaper having general circulation in the City.

INTRODUCED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the _____ day of _____ 2014.

ADOPTED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the ____ day of _____ 2014.

EFFECTIVE the ____ day of _____, 2014.

ATTEST:

CITY OF COLLEGE PARK,

Janeen S. Miller, CMC, City Clerk

Andrew M. Fellows, Mayor

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

Suellen M. Ferguson, City Attorney

ORDINANCE
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK ADDING
CHAPTER 71 "HUMAN RIGHTS" TO PROHIBIT DISCRIMINATION BASED ON
AGE, RACE, COLOR, CREED, PREGNANCY, RELIGION, NATIONAL ORIGIN,
ANCESTRY, DISABILITY, MARITAL STATUS, SEX, SEXUAL ORIENTATION,
GENDER IDENTITY OR PHYSICAL CHARACTERISTIC AND TO EXTEND THIS
PROTECTION TO EMPLOYMENT, HOUSING AND REAL ESTATE TRANSACTIONS
AND PUBLIC ACCOMMODATIONS.

WHEREAS, pursuant to §5-201 *et seq.* of the Local Government Article, Annotated Code of Maryland, the City of College Park, Maryland (hereinafter, the "City") has the power to pass such ordinances as it deems necessary to assure the good government of the municipality, and to protect and preserve the municipality's property; and

WHEREAS, the Mayor and Council have determined there is a need to prohibit discrimination on the basis of race, color, religion, ancestry, national origin, age, sex, marital status, disability, sexual orientation, and gender identity with respect to employment, housing, credit, and public accommodations in the City; and

WHEREAS, the City has the responsibility to act to assure that every individual within the state is afforded an equal opportunity to enjoy a full and productive life, and the failure to provide such equal opportunity, whether because of discrimination, prejudice, or intolerance, threatens the welfare of the City and its inhabitants.

Section 1. NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland, that Chapter 71 "Human Rights", of the Code of the City of College Park be, and is hereby, adopted to read as follows:

Chapter 71

Human Rights

CAPS	: Indicate matter added to existing law.
[Brackets]	: Indicate matter deleted from law.
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§71-1. PURPOSE AND INTENT.

IT IS THE INTENT OF THE MAYOR AND CITY COUNCIL TO PROTECT AND SAFEGUARD THE RIGHT AND OPPORTUNITY OF ALL PERSONS TO BE FREE FROM ALL FORMS OF DISCRIMINATION, INCLUDING DISCRIMINATION BASED ON AGE, RACE, COLOR, CREED, RELIGION, NATIONAL ORIGIN, ANCESTRY, DISABILITY, MARITAL STATUS, SEX, SEXUAL ORIENTATION, GENDER IDENTITY OR PHYSICAL CHARACTERISTIC.

§71-2. DEFINITIONS.

A. "DISABILITY" OR "DISABLED" SHALL MEAN, WITH RESPECT TO AN INDIVIDUAL: A PHYSICAL OR MENTAL IMPAIRMENT; A RECORD OF SUCH AN IMPAIRMENT; OR BEING REGARDED AS HAVING SUCH AN IMPAIRMENT.

B. "DISCRIMINATE, DISCRIMINATION OR DISCRIMINATORY" SHALL MEAN ANY ACT, POLICY, ADVERTISEMENT OR PRACTICE WHICH SUBJECTS ANY PERSON TO DIFFERENTIAL TREATMENT AS A RESULT OF THAT PERSON'S ACTUAL OR PERCEIVED RACE, COLOR, CREED, RELIGION, NATIONAL ORIGIN, ANCESTRY, DISABILITY, AGE, MARITAL STATUS, SEX, SEXUAL ORIENTATION, GENDER IDENTITY OR PHYSICAL CHARACTERISTIC. DISCRIMINATION ALSO INCLUDES ANY DIFFERENTIAL TREATMENT BECAUSE OF ONE'S ASSOCIATION WITH A PERSON OR GROUP OF PEOPLE IDENTIFIED HEREIN.

C. "EMPLOYEE" SHALL MEAN ANY INDIVIDUAL EMPLOYED OR SEEKING EMPLOYMENT FROM AN EMPLOYER;

D. "EMPLOYER" SHALL MEAN ANY PERSON WHO, FOR COMPENSATION, REGULARLY EMPLOYS INDIVIDUALS, NOT INCLUDING THE EMPLOYER'S PARENTS, SPOUSE OR CHILDREN. FOR PURPOSES OF THIS CHAPTER, AN "EMPLOYER" IS ALSO ANY PERSON ACTING ON BEHALF OF AN EMPLOYER, DIRECTLY OR INDIRECTLY, OR ANY EMPLOYMENT AGENCY.

E. "GENDER IDENTITY" MEANS THE GENDER-RELATED IDENTITY, APPEARANCE, EXPRESSION, OR BEHAVIOR OF A PERSON, REGARDLESS OF THE PERSON'S ASSIGNED SEX AT BIRTH, WHICH MAY BE DEMONSTRATED BY:

1. CONSISTENT AND UNIFORM ASSERTION OF THE PERSON’S 8 GENDER IDENTITY; OR

2. ANY OTHER EVIDENCE THAT THE GENDER IDENTITY IS SINCERELY HELD AS PART OF THE PERSON’S CORE IDENTITY.

F. “PERSON” SHALL MEAN ANY NATURAL PERSON, FIRM, CORPORATION, PARTNERSHIP OR OTHER ORGANIZATION, ASSOCIATION OR GROUP OF PERSONS HOWEVER ARRANGED.

G. “PHYSICAL CHARACTERISTIC” SHALL MEAN A BODILY CONDITION OR BODILY CHARACTERISTIC OF ANY PERSON WHICH IS FROM BIRTH, ACCIDENT, OR DISEASE, OR FROM ANY NATURAL PHYSICAL DEVELOPMENT, OR ANY OTHER EVENT OUTSIDE THE CONTROL OF THAT PERSON INCLUDING INDIVIDUAL PHYSICAL MANNERISMS, HEIGHT, OR WEIGHT.

H. “PLACE OF PUBLIC ACCOMMODATION” SHALL MEAN ALL ESTABLISHMENTS WITHIN THE CITY WHICH OFFER GOODS, SERVICES, ACCOMMODATIONS, OR ENTERTAINMENT TO THE PUBLIC.

I. “SEXUAL ORIENTATION” SHALL MEAN A PERSON’S ACTUAL OR PERCEIVED HETEROSEXUALITY, HOMOSEXUALITY, ASEXUALITY, OR BISEXUALITY.

§71-3. PROHIBITED ACTS OF DISCRIMINATION - - EMPLOYMENT

WITH REGARD TO EMPLOYMENT, IT SHALL BE UNLAWFUL FOR ANY EMPLOYERS OR LABOR ORGANIZATIONS TO ENGAGE IN ANY OF THE FOLLOWING ACTS FOR A DISCRIMINATORY REASON:

A. TO DISCRIMINATE AGAINST ANY INDIVIDUAL, WITH RESPECT TO FAILURE TO HIRE, REFUSAL TO HIRE, DISCHARGE, COMPENSATION, TERMS, CONDITIONS, OR PRIVILEGES OF EMPLOYMENT, INCLUDING PROMOTION; HOWEVER NOTHING IN THIS SUBSECTION SHALL BE CONSTRUED TO REQUIRE ANY EMPLOYER TO PROVIDE BENEFITS, SUCH AS INSURANCE, TO INDIVIDUALS NOT EMPLOYED BY THE EMPLOYER;

B. TO LIMIT, SEGREGATE, OR CLASSIFY EMPLOYEES IN ANY WAY WHICH WOULD DEPRIVE OR TEND TO DEPRIVE ANY EMPLOYEE OF EMPLOYMENT OPPORTUNITIES, OR WHICH WOULD OTHERWISE TEND TO ADVERSELY

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AFFECT HIS OR HER STATUS AS AN EMPLOYEE; OR

- C. TO FAIL OR REFUSE TO REFER FOR EMPLOYMENT, OR TO GIVE NEGATIVE INFORMATION TO A POTENTIAL EMPLOYER OF ANY INDIVIDUAL, IN SUCH A MANNER THAT WOULD DEPRIVE OR LIMIT AN INDIVIDUAL'S EMPLOYMENT OPPORTUNITIES OR THAT WOULD OTHERWISE ADVERSELY AFFECT AN INDIVIDUAL'S STATUS AS AN APPLICANT OR PROSPECTIVE EMPLOYEE.

§71-4. PROHIBITED ACTS OF DISCRIMINATION - - HOUSING AND REAL ESTATE TRANSACTIONS.

WITH REGARD TO HOUSING AND REAL ESTATE TRANSACTIONS, IT SHALL BE UNLAWFUL TO ENGAGE IN ANY OF THE FOLLOWING ACTS FOR A DISCRIMINATORY REASON:

- A. TO DISCRIMINATE BY IMPEDING, DELAYING, DISCOURAGING, IMPOSING DIFFERENT TERMS, OR OTHERWISE LIMITING OR RESTRICTING ANY TRANSACTION IN REAL ESTATE;
- B. TO DISCRIMINATE IN THE TERMS AND CONDITIONS, OR IN PERFORMING, OR REFUSING TO PERFORM, ANY ACT NECESSARY TO DETERMINING AN INDIVIDUAL'S FINANCIAL ABILITY TO ENGAGE IN A REAL ESTATE TRANSACTION OR TO REPRESENT FALSELY THAT AN INTEREST IN REAL ESTATE IS NOT AVAILABLE FOR TRANSACTION;
- C. FOR A PROPERTY MANAGER TO DISCRIMINATE BY REFUSING TO PROVIDE EQUAL TREATMENT OF, OR SERVICES TO, OCCUPANTS OR POTENTIAL OCCUPANTS OF ANY REAL ESTATE WHICH HE OR SHE MANAGES; OR
- D. IT SHALL NOT BE AN UNLAWFUL DISCRIMINATORY PRACTICE FOR AN OWNER, LESSOR OR RENTER TO REFUSE TO RENT, LEASE OR SUBLEASE A PORTION OF A SINGLE FAMILY DWELLING UNIT WHERE IT IS ANTICIPATED THAT THE OWNER, LESSOR OR RENTER WILL BE OCCUPYING ANY PORTION OF THE SINGLE-FAMILY DWELLING.

§71-5. PROHIBITED ACTS OF DISCRIMINATION - - BUSINESS ESTABLISHMENT OR PUBLIC ACCOMMODATIONS.

IT SHALL BE UNLAWFUL FOR A BUSINESS ESTABLISHMENT OR PLACE OF

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PUBLIC ACCOMMODATION TO DENY, DIRECTLY OR INDIRECTLY, ANY PERSON THE FULL ENJOYMENT OF THE GOODS, SERVICES, FACILITIES, PRIVILEGES, ADVANTAGES, AND ACCOMMODATIONS FOR A DISCRIMINATORY REASON.

§71-6. POSTING OF NOTICES.

EVERY EMPLOYER, BUSINESS, OR INSTITUTION SUBJECT TO THIS CHAPTER SHALL POST AND KEEP POSTED IN A CONSPICUOUS LOCATION WHERE BUSINESS OR ACTIVITY IS CUSTOMARILY CONDUCTED OR NEGOTIATED, A NOTICE SETTING FORTH EXCERPTS FROM OR SUMMARIES OF THE PERTINENT PROVISIONS OF THIS CHAPTER AND INFORMATION PERTINENT TO THE ENFORCEMENT OF RIGHTS HEREUNDER. THE NOTICE SHALL BE POSTED IN BOTH ENGLISH AND SPANISH. IF OVER TEN PERCENT OF AN EMPLOYER'S EMPLOYEES SPEAK A LANGUAGE OTHER THAN ENGLISH OR SPANISH AS THEIR NATIVE LANGUAGE, THE NOTICE SHALL BE POSTED IN THAT LANGUAGE. AT THE REQUEST OF THE EMPLOYER OR INSTITUTION, NOTICES REQUIRED BY THIS SECTION SHALL BE PROVIDED BY THE CITY. NOTICES SHALL BE POSTED WITHIN TEN (10) DAYS AFTER RECEIPT FROM THE CITY.

§71-7. GENERAL EXCEPTIONS.

- A. IT SHALL NOT BE AN UNLAWFUL DISCRIMINATORY PRACTICE FOR AN EMPLOYER TO OBSERVE THE CONDITIONS OF A BONA FIDE SENIORITY SYSTEM OR A BONA FIDE EMPLOYEE BENEFIT SYSTEM BASED ON AGE SUCH AS A RETIREMENT, PENSION OR INSURANCE PLAN WHICH IS NOT A SUBTERFUGE OR PRETEXT TO EVADE THE PURPOSES OF THIS CHAPTER.
- B. NOTHING CONTAINED IN THIS CHAPTER SHALL BE DEEMED TO PROHIBIT SELECTION OR REJECTION BASED SOLELY UPON A BONA FIDE OCCUPATIONAL QUALIFICATION, A BONA FIDE PHYSICAL REQUIREMENT, OR, AS TO A RELIGIOUS OR DENOMINATIONAL INSTITUTION, BASED UPON A PREFERENCE FOR APPLICANTS OF THE SAME RELIGION OR DENOMINATION.

§71-8. ENFORCEMENT.

ANY PERSON WHO IS AGGRIEVED BY DISCRIMINATORY CONDUCT IS ENCOURAGED TO FILE A COMPLAINT WITH THE PRINCE GEORGE'S COUNTY HUMAN RELATIONS COMMISSION AND ALSO WITH THE MARYLAND

COMMISSION ON CIVIL RIGHTS UNDER TITLE 20 OF THE STATE GOVERNMENT ARTICLE OF THE MARYLAND ANNOTATED CODE. UPON SUCH COMPLAINT BEING FILED, AN AGGRIEVED PERSON MAY AVAIL HIMSELF OR HERSELF OF THE REMEDIES IN THE ABOVE QUOTED ARTICLE INCLUDING, PURSUANT TO §§20-1013 AND 20-1035, THE RIGHT TO FILE AN ACTION IN THE CIRCUIT COURT AGAINST THE RESPONDENTS NAMED IN THE COMPLAINT.

Section 2

BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that, upon formal introduction of this proposed Ordinance, which shall be by way of a motion duly seconded and without any further vote, the City Clerk shall distribute a copy to each Council member and shall maintain a reasonable number of copies in the office of the City Clerk and shall publish this proposed ordinance or a fair summary thereof in a newspaper having a general circulation in the City of College Park together with a notice setting out the time and place for a public hearing thereon and for its consideration by the Council. The public hearing, hereby set for _____ P.M. on the _____ day of _____, 2014, shall follow the publication by at least seven (7) days, may be held separately or in connection with a regular or special Council meeting and may be adjourned from time to time. All persons interested shall have an opportunity to be heard. After the hearing, the Council may adopt the proposed ordinance with or without amendments or reject it. As soon as practicable after adoption, the City Clerk shall have a fair summary of the Ordinance and notice of its adoption published in a newspaper having a general circulation in the City of College Park and available at the City's offices. This Ordinance shall become effective on _____, 2014 provided that a fair summary of this Ordinance is published at least once prior to the date of passage and once as soon as practical after the date of passage in a newspaper having general circulation in the City.

INTRODUCED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the ____ day of _____ 2014.

ADOPTED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the ____ day of _____ 2014.

EFFECTIVE the ____ day of _____, 2014.

ATTEST:

CITY OF COLLEGE PARK,

Janeen S. Miller, CMC, City Clerk

Andrew M. Fellows, Mayor

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

Suellen M. Ferguson, City Attorney

CAPS/**BOLD** : Indicate matter added to existing law.
[Brackets] : Indicate matter deleted from law.
Asterisks *** : Indicate matter remaining unchanged in existing law but not set forth in Ordinance

MEMORANDUM

To: Mayor and Council

From: Suellen M. Ferguson, Esq.

CC: Joe Nagro, City Manager

Date: January 31, 2014

Re: Human Rights Ordinance, Non-Discrimination and Provision of Equal Benefits by City Contractors

ISSUE:

The City does not have a human rights ordinance. The only reference in the City Code to discrimination on the basis of race, national origin or other unlawful bases is found in the Charter, at §9-1, which prohibits discrimination against City employees and officials. There are not any City laws or policies that prohibit discrimination by City contractors either in hiring or the provision of benefits.

SUMMARY:

Councilmember Wojahn has requested that staff review the stated issue. The City of Hyattsville has recently adopted a Human Rights Ordinance, a copy of which is attached. This ordinance makes discrimination based on age, race, color, creed, religion, national origin, ancestry, disability, marital status, sex, sexual orientation, gender identity or physical characteristic a violation of municipal law. Hyattsville does not enforce its law, however, and leaves that to the Prince George's County Human Relations Commission and the Maryland Commission on Civil Rights. A copy of the "purpose" section of the County's Human Relations Commission law is also attached. Neither the State nor the County incorporates a municipality's law in their scope for enforcement, however, the type of discrimination prohibited largely overlap. Neither Commission enforces a prohibition against gender discrimination. For any action not enforceable under the municipal law, Hyattsville authorizes complainants to file a private right of action to the extent allowed by Title 20 of the State Government Article, Annotated Code of Maryland.

Currently, the City certifies that it does not unlawfully discriminate in choosing contractors. However, there are no requirements applicable that City requests for proposals or contracts require non-discrimination with respect to hiring or benefits by contractors. Such requirements could be imposed by ordinance or by adoption of a City policy. To allow a private right of action to enforce these requirements, an ordinance would be necessary.

RECOMMENDATION

That the Council provide guidance on whether it wishes to proceed with drafting of legislation for these purposes.

6

Draft permitting policy
and proposed
ordinance for private
use of City rights-of-
way underground

(This item will be
provided over the
weekend).

7

Review of
referendum
petition form
(possible closed
session – material
provided separately)

8

Agenda items
for the April 29
Four Cities
Meeting in New
Carrollton

9

Update on the Council/Staff Retreat

10

**Boards and
Committees**

City of College Park
Board and Committee Appointments

Shaded rows indicate a vacancy or reappointment opportunity.
 The date following the appointee's name is the initial date of appointment.

Advisory Planning Commission			
Appointee	Represents	Appointed by	Term Expires
Larry Bleau 7/9/02	District 1	Mayor	12/15
Rosemarie Green Colby 04/10/12	District 2	Mayor	04/15
Christopher Gill 09/24/13	District 1	Mayor	09/16
James E. McFadden 2/14/99	District 3	Mayor	04/16
Clay Gump 1/24/12	District 3	Mayor	01/15
VACANT (formerly Smolka)	District 4	Mayor	08/14
Mary Cook 8/10/10	District 4	Mayor	08/13

City Code Chapter 15 Article IV: The APC shall be composed of 7 members appointed by the Mayor with the approval of Council, shall seek to give priority to the appointment of residents of the City and assure that there shall be representation from each of the City's four Council districts. Vacancies shall be filled by the Mayor with the approval of the Council for the unexpired portion of the term. Terms are three years. The Chairperson is elected by the majority of the Commission. Members are compensated. Liaison: Planning.

Airport Authority			
Appointee	Resides in	Appointed by	Term Expires
James Garvin 11/9/04	District 3	M&C	07/14
Jack Robson 5/11/04	District 3	M&C	03/17
Anna Sandberg 2/26/85	District 3	M&C	03/16
Gabriel Iriarte 1/10/06	District 3	M&C	04/16
Christopher Dullnig 6/12/07	District 2	M&C	01/17
VACANT		M&C	
VACANT		M&C	

City Code Chapter 11 Article II: 7 members, must be residents and qualified voters of the City, appointed by Mayor and City Council, *term to be decided by appointing body*. Vacancies shall be filled by M&C for an unexpired portion of a term. Authority shall elect Chairperson from membership. Not a compensated committee. Liaison: City Clerk's Office.

Animal Welfare Committee			
Appointee	Resides in	Appointed by	Term Expires
Cindy Vernasco 9/11/07	District 2	M&C	02/17
Dave Turley 3/23/10	District 1	M&C	03/16
Christiane Williams 5/11/10	District 1	M&C	05/15
Patti Brothers 6/8/10	Non resident	M&C	02/17
Taimi Anderson 6/8/10	Non resident	M&C	06/13
Harriet McNamee 7/13/10	District 1	M&C	02/17
Suzie Bellamy 9/28/10	District 4	M&C	04/17
Christine Nagle 03/13/12	District 1	M&C	03/15

10-R-20: Up to fifteen members appointed by the Mayor and Council for three-year terms. Not a compensated committee. Liaison: Public Services.

Board of Election Supervisors			
Appointee	Represents	Appointed by	Term Expires
John Robson (Chief) 5/24/94	Mayoral appt	M&C	03/15
Terry Wertz 2/11/97	District 1	M&C	03/15
VACANT (formerly Gross)	District 2	M&C	03/15
Janet Evander 07/16/13	District 3	M&C	03/15
VACANT (formerly Smolka)	District 4	M&C	03/15

City Charter C4-3: The Mayor and Council shall, not later than the first regular meeting in March of each year in which there is a general election, appoint and fix the compensation for five qualified voters as Supervisors of Elections, one of whom shall be appointed from the qualified voters of each of the four election districts and one of whom shall be appointed by the Mayor with the consent of the Council. The Mayor and Council shall designate one of the five Supervisors of Elections as the Chief of Elections. This is a compensated committee; compensation is based on a fiscal year. Per Council action (item 11-G-66) effective in March, 2013: In an election year all of the Board receives compensation. In a non-election year only the Chief Election Supervisor will be compensated. Liaison: City Clerk's office.

Cable Television Commission			
Appointee	Resides in	Appointed by	Term Expires
Jane Hopkins 06/14/11	District 1	Mayor	06/14
Blaine Davis 5/24/94	District 1	Mayor	12/15
James Sauer 9/9/08	District 3	Mayor	09/14
Tricia Homer 3/12/13	District 1	Mayor	03/16
Clay Gump 3/12/02	District 3	Mayor	01/17

City Code Chapter 15 Article III: Composed of four Commissioners plus a voting Chairperson, appointed by the Mayor with the approval of the Council, three year terms. This is a compensated committee. Liaison: City Manager's Office.

College Park City-University Partnership			
Appointee	Represents	Appointed by	Term Expires
Carlo Colella	Class A Director	UMD President	03/17
Edward Maginnis	Class A Director	UMD President	03/17
Michael King	Class A Director	UMD President	03/17
Brian Darmody	Class A Director	UMD President	03/17
Andrew Fellows	Class B Director	M&C	01/17
Maxine Gross	Class B Director	M&C	01/15
Senator James Rosapepe	Class B Director	M&C	02/16
Stephen Brayman	Class B Director	M&C	01/17
Dr. Richard Wagner	Class C Director	City and University	01/13

The CPCUP is a 501(c)(3) corporation whose mission is to promote and support commercial revitalization, economic development and quality housing opportunities consistent with the interests of the City of College Park and the University of Maryland. The CPCUP is not a City committee but the City makes appointments to the Partnership. Class B Directors are appointed by the Mayor and City Council; Class C Directors are jointly appointed by the Mayor and City Council and the President of the University of Maryland.

Citizens Corps Council			
Appointee	Represents	Appointed by	Term Expires
VACANT		M&C	
VACANT		M&C	
VACANT	Neighborhood Watch	M&C	
Dan Blasberg 3/27/12		M&C	03/15
David L. Milligan (Chair) 12/11/07		M&C	02/17

Resolution 05-R-15. Membership shall be composed as follows: A Citizen Corps Coordinator for each neighborhood shall be nominated and appointed by the Mayor and Council and serve as a potential member of the CPCCC for the term of their respective office in the neighborhood group. Mayor and Council shall nominate and appoint 5 to 7 residents to serve as community coordinators and to serve on the CPCCC. At least one member of the CPCCC shall be the Neighborhood Watch Coordinator, and at least one member shall represent each of the other Citizen Corps programs such as CERT, Fire Corps, Volunteers In Police Service, etc. Each member of the CPCCC shall serve for a term of 3 years, and may be reappointed for an unlimited number of terms. The Mayor, with the approval of the City Council, shall appoint the Chair and Co-Chair of the CPCCC from among the members of the committee. The Director of Public Services shall serve as an ex officio member. Not a compensated committee. Liaison: Public Services.

Committee For A Better Environment			
Appointee	Resides in	Appointed by	Term Expires
Janis Oppelt 8/8/06	District 1	M&C	09/15
Suchitra Balachandran 10/9/07	District 4	M&C	01/17
Donna Weene 9/8/09	District 1	M&C	12/15
Gemma Evans 1/25/11	District 1	M&C	01/17
Benjamin Mellman 1/10/12	District 1	M&C	01/15
Macrina Xavier 08/14/12	District 1	M&C	08/15
Kennis Termini 01/14/14	District 1	M&C	01/17

City Code Chapter 15 Article VIII: No more than 25 members, appointed by the Mayor and Council, three year terms, members shall elect the chair. Not a compensated committee. Liaison: Planning.

Education Advisory Committee			
Appointee	Represents	Appointed by	Term Expires
Brian Bertges 06/18/13	District 1	M&C	06/15
Cory Sanders 09/24/13	District 1	M&C	09/15
Charlene Mahoney	District 2	M&C	12/14
VACANT	District 2	M&C	
VACANT	District 3	M&C	
Melissa Day 9/15/10	District 3	M&C	11/14
Carolyn Bernache 2/9/10	District 4	M&C	02/14
Doris Ellis 9/28/10	District 4	M&C	09/13
Peggy Wilson 6/8/10	UMCP	UMCP	02/14
Resolutions 97-R-17, 99-R-4 and 10-R-13: At least 9 members who shall be appointed by the Mayor and Council: at least two from each Council District and one nominated by the University of Maryland. Two year terms. The Committee shall appoint the Chair and Vice-Chair of the Committee from among the members of the Committee. Not a compensated committee. Liaison: Youth and Family Services.			

Ethics Commission			
Appointee	Represents	Appointed by	Term Expires
Edward Maginnis 09/13/11	District 1	Mayor	08/15
VACANT	District 2	Mayor	
Sean O'Donnell 4/13/10	District 3	Mayor	04/12
Gail Kushner 09/13/11	District 4	Mayor	01/16
Robert Thurston 9/13/05	At Large	Mayor	02/16
Alan C. Bradford 1/23/96	At-Large	Mayor	07/15
Frank Rose 05/08/12	At-Large	Mayor	05/14
City Code Chapter 38 Article II: Composed of seven members appointed by the Mayor and approved by the Council. Of the seven members, one shall be appointed from each of the City's four election districts and three from the City at large. 2 year terms. Commission members shall elect one member as Chair for a renewable one-year term. Commission members sign an Oath of Office. Not a compensated committee. Liaison: City Clerk's office.			

Farmers Market Committee			
Appointee	Represents	Appointed by	Term Expires
Margaret Kane 05/08/12	District 1	M&C	05/15
Robert Boone 07/10/12	District 1	M&C	07/15
Leo Shapiro 07/10/12	District 3	M&C	07/15
Julie Forker 07/10/12	District 3	M&C	07/15
Kimberly Schumann 09/11/12	District 1	M&C	09/15
VACANT			
VACANT		M&C	
VACANT	Student	M&C	
Established April 10, 2012 by 12-R-07. Up to 7 members. Quorum = 3. Three year terms. Not a compensated committee. Liaison: Planning Department. Agreement reached during July 3, 2012 Worksession to fill the seven positions as outlined above. Effective September 11, 2012 by 12-R-17: Membership increased to 8.			

Housing Authority of the City of College Park			
VACANT		Mayor	05/01/17
Betty Rodenhauen 04/09/13		Mayor	05/01/18
John Moore 9/10/96		Mayor	05/01/14
Thelma Lomax 7/10/90		Mayor	05/01/15
Carl Patterson 12/11/12	Attick Towers resident	Mayor	05/01/16
<p>The College Park Housing Authority was established in City Code Chapter 11 Article I, but it operates independently under Article 44A Title I of the Annotated Code of Maryland. The Housing Authority administers low income housing at Attick Towers. The Mayor appoints five commissioners to the Authority; each serves a five year term; appointments expire May 1. Mayor administers oath of office. One member is a resident of Attick Towers. The Authority selects a chairman from among its commissioners. The Housing Authority is funded through HUD and rent collection, administers their own budget, and has their own employees. The City supplements some of their services.</p>			

Neighborhood Stabilization Committee – as amended February 11, 2014			
Name:	Represents:	Appointed By:	Term Ends:
Mayor and City Council of the City of College Park			Term in office
Chief David Mitchell	UMD DPS (UMD Police)	University	02/16
Dr. Andrea Goodwin	UMD Administration – Rep 1	University	02/16
Marsha Guenzler-Stevens (Stamp Student Union)	UMD Administration – Rep 2	University	04/16
Matthew Supple (Fraternity-Sorority Life)	UMD Administration – Rep 3	University	04/16
Gloria Aparicio- Blackwell (Office of Community Engagement)	UMD Administration – Rep 4	University	04/16
Jackie Pearce Garrett	City Resident 1	City Council	10/15
Aaron Springer	City Resident 2	City Council	10/15
Bonnie McClellan	City Resident 3	City Council	04/16
Christine Nagle	City Resident 4	City Council	04/16
	City Resident 5	City Council	
	City Resident 6	City Council	
Catherine McGrath	UMD Student 1	Student Liaison	10/15
Josh Ratner	UMD Student 2	SGA Representative	03/16
Chris Frye	UMD Student 3	IFC	03/16
Tricia McLaughlin	UMD Student 4	Pan Hellenic Assn.	03/16
D. J. Alston	UMD Student 5	Nat'l Pan-Hell. Council, Inc. / United Greek Council	04/16
	Graduate Student	GSG Representative	
Todd Waters	Student Co-Operative Housing	City Council	03/16

Maj. Dan Weishaar	PG County Police Dept.	PG County Police	
Bob Ryan	Director of Public Services	City Council	10/15
Jeannie Ripley	Manager of Code Enforcement	City Council	
Lisa Miller	Rental Property Owner	City Council	02/16
Richard Biffel	Rental Property Owner	City Council	02/16
Paul Carlson	Rental Property Owner	City Council	03/16

Established by Resolution 13-R-20 adopted September 24, 2013 to replace the Neighborhood Stabilization and Quality of Life Workgroup. Amended October 8, 2013 (13-R-20.Amended). Amended February 11, 2014 (14-R-03). City Liaison: City Manager's Office. Two year terms. Main Committee to meet four times per year. This is not a compensated committee.

Neighborhood Watch Steering Committee			
	Resident of:	Appointed By:	Term Expires:
Robert Boone 04/12/11	District 1	M&C	04/15
Aaron Springer 02/14/12	District 3	M&C	02/14
VACANT	District 4	M&C	

Created on April 12, 2011 by Resolution 11-R-06 as a three-person Steering Committee whose members shall be residents. Coordinators of individual NW programs in the City shall be ex-officio members. Terms are for two years. Annually, the members of the Steering Committee shall appoint a Chairperson to serve for a one-year term. Meetings shall be held on a quarterly basis. This Resolution dissolved the Neighborhood Watch Coordinators Committee that was established by 97-R-15. This is not a compensated committee. Liaison: Public Services.

Noise Control Board			
Appointee	Represents	Appointed by	Term Expires
Mark Shroder 11/23/10	District 1	Council, for District 1	11/14
Harry Pitt, Jr. 9/26/95	District 2	Council, for District 2	03/16
Alan Stillwell 6/10/97	District 3	Council, for District 3	09/16
Suzie Bellamy	District 4	Council, for District 4	12/16
Adele Ellis 04/24/12	Mayoral Appt	Mayor	04/16
Bobbie P. Solomon 3/14/95	Alternate	Council - At large	12/12
Larry Wenzel 3/9/99	Alternate	Council - At large	02/18

City Code Chapter 138-3: The Noise Control Board shall consist of five members, four of whom shall be appointed by the Council members, one from each of the four election districts, and one of whom shall be appointed by the Mayor. In addition, there shall be two alternate members appointed at large by the City Council. The members of the Noise Control Board shall select from among themselves a Chairperson. Four year terms. This is a compensated committee. Liaison: Public Services.

Recreation Board			
Appointee	Represents	Appointed by	Term Expires
Wade Price 12/14/05	District 1	M&C	02/15
Sarah Araghi 7/14/09	District 1	M&C	07/15
Alan C. Bradford 1/23/96	District 2*	M&C	02/17
VACANT	District 2	M&C	
Adele Ellis 9/13/88	District 3	M&C	02/17
VACANT	District 3	M&C	
Barbara Pianowski 3/23/10	District 4	M&C	03/13
Judith Oarr 05/14/13	District 4	M&C	05/16
Bettina McCloud 1/11/11	Mayoral	Mayor	02/17
Solennie Privett	Mayoral	Mayor	04/16

City Code Chapter 15 Article II: 10 members: two from each Council district appointed by the Mayor and Council and two members nominated by the Mayor and confirmed by the Mayor and Council. The Chairperson will be chosen from among and by the district appointees. 3 year terms. Not a compensated committee. Liaison: Public Services.

*Although Mr. Bradford lives in what is now considered District 1, his residence was part of District 2 when he was appointed. The designation of his residence was changed to District 1 during the last redistricting. He is still considered an appointment from District 2.

** Effective April 2012: Jay Gilchrist, Director of UMD Campus Recreation Services, changed his status from Rec Board member (Mayoral Appointment) to UM liaison to the Rec Board, similar to the M-NCPPC representative.

Rent Stabilization Board			
Appointee	Represents	Appointed by	Term Expires
VACANT	Tenant	M&C	
VACANT	Tenant	M&C	
Richard Biffi 6/6/06	Landlord	M&C	09/13
Bradley Farrar 6/14/11	Landlord	M&C	06/14
Chris Kujawa 10/11/11	Resident	M&C	10/14

City Code Chapter 15 Article IX: Board shall have between 5 - 7 members appointed by M&C with priority given to the appointment of residents and to owners of real property located in the City. Three year terms. Vacancies shall be filled for unexpired portions of a term. At least two members should be tenants and two members should be landlords. Chairperson chosen by the Board from among the members. This is a compensated committee. Liaison: Public Services.

→06/18/2013: Ordinance was extended until September 1, 2014, and the administration and enforcement of the law was suspended until September 1, 2014. The RSB is on hiatus. There is no need to maintain a quorum at this time.

Sustainable Maryland Certified Green Team		
Appointee	Represents	Term Expires
Denise Mitchell 04/10/12	City Elected Official	04/14
Patrick Wojahn 04/10/12	City Elected Official	04/14
VACANT	City Staff	
Loree Talley 05/08/12	City Staff	05/14
VACANT	CBE Representative	
VACANT	A City School	
VACANT	UMD Student	
VACANT	UMD Faculty or Staff	
VACANT	City Business Community	
Ben Bassett - Proteus Bicycles 09/25/12	City Business Community	09/14
VACANT	Resident	
Christine Nagle 04/10/12	Resident	04/14
VACANT	Resident	
VACANT	Resident	
Established March 13, 2012 by Resolution 12-R-06. Up to 14 people with the following representation: 2 elected officials from the City of College Park, 2 City staff, 1 representative from the CBE, 1 representative of a City school, 1 student representative from the University of Maryland, 1 faculty or staff representative from the University of Maryland, 2 representatives of the City business community, up to 4 City residents. Two year terms. Not a compensated committee. A quorum shall be 6 people. The SMCMT shall select a Chair and a Co-Chair from among the membership on an annual basis. The SMCMT should meet at least bi-monthly. The liaison shall be the Planning Department.		

Tree and Landscape Board			
Member	Represents	Appointed by	Term Expires
Dennis Herschbach 3/26/02	Citizen	M&C	07/13
John Krouse	Citizen	M&C	11/14
VACANT	Citizen	M&C	
Mark Wimer 7/12/05	Citizen	M&C	02/14
	Citizen	M&C	
Janis Oppelt	CBE Chair Liaison		
John Lea-Cox 1/13/98	City Forester	M&C	12/14
Steve Beavers	Planning Director		
Brenda Alexander	Public Works Director		
City Code Chapter 179-5: The Board shall have 9 voting members: 5 citizens appointed by M&C, plus the CBE Chair, the City Forester, the Planning Director and the Public Works Director. Two year terms. Members choose their own officers. Not a compensated committee. Liaison: City Clerk's office.			

Veterans Memorial Improvement Committee			
Appointee	Represents	Appointed by	Term Expires
Deloris Cass 11/7/01		M&C	12/15
Joseph Ruth 11/7/01	VFW	M&C	12/15
Leonard Smith 11/25/08		M&C	03/15
Blaine Davis 10/28/03	American Legion	M&C	12/15
Rita Zito 11/7/01		M&C	02/15
Doris Davis 10/28/03		M&C	12/15
Mary Cook 3/23/10		M&C	03/13
Arthur Eaton		M&C	11/16
VACANT			
Resolution 01-G-57: Board comprised of 9 to 13 members including at least one member from American Legion College Park Post 217 and one member from Veterans of Foreign Wars Phillips-Kleiner Post 5627. Appointed by Mayor and Council. Three year terms. Chair shall be elected each year by the members of the Committee. Not a compensated committee. Liaison: Public Works.			

11

City

Sustainability
Initiatives and
Recommended
Next Steps

To: Mayor Andrew Fellows and City Council
From: Bill Gardiner, Assistant City Manager *BG*
Matthew Popkin, City Sustainability Intern *MP*
Through: Joe Nagro, City Manager *JN*
Re: Sustainability Initiatives and Recommended Next Steps
Date: April 11, 2014

Issue:

The City has initiated a growing number of projects supporting sustainability, and has endorsed vision statements and adopted policies and goals that could lead to additional programs. Given the variety of current projects, interest in new projects, and the scope of policy statements, the Council should consider steps to unify the initiatives in order to facilitate coordination and implementation of these efforts.

Summary:

The City's 2010-2015 Strategic Plan includes the goal to "Lead the community in environmental conservation, protection, restoration, and energy efficiency." Steps taken to meet the Strategic Plan targets include the following:

- The City Council endorsed the University District Vision including the goal of "Making College Park a Sustainable Top 20 College Town by 2020."
- City Council resolutions related to reductions in energy usage and increases in renewable energy production.
- The City is Sustainable Maryland Certified.
- The City has supported projects or research related to storm water improvements, expanded recycling, composting, emissions reductions, stream clean-ups, community gardens, permaculture, and education / outreach.

Some of these initiatives are grant-funded and tied to specific projects, and others are much broader in scope and not connected to specific actions or funding. Many City-created or affiliated entities, such as the Committee for a Better Environment, CPCUP University District work groups, Neighborhood Stabilization and Quality of Life Work Group, Farmers Market Committee, Recreation Board, Sustainable Maryland Certified Green Team, and the Tree and Landscape Board are involved with sustainability efforts.

In 2008 the University of Maryland adopted a 10-year strategic plan that includes the goal of being widely recognized as a national model for a Green University, and in 2009 the University adopted its Climate Action Plan (http://rs.acupcc.org/site_media/uploads/cap/278-cap.pdf). College Park has an opportunity to collaborate with, and benefit from the University's resources and experience. University communities such as the Town of Chapel Hill, NC have also developed sustainability plans.

The Assistant City Manager, under the direction of the City Manager, is responsible for consolidating and coordinating City sustainability programs and policies, and preparing such materials for Council consideration. Below are additional actions to enhance the City's effectiveness in this area.

Recommendation:

Based on a review of the College Park programs and policies, the sustainability plans of several cities, metrics and policies used by some communities and UMD, and conversations with staff, Council members, committee members, and UMD staff, it is recommended that the Council consider adopting one or more of the steps below.

Short-term Recommendations:

- Authorize an expanded Green Team (consider adding a UMD Office of Sustainability member and/or UMD researchers, residents with professional experience sustainability programs, local government, and/or finance) to draft the framework for a sustainability plan to meet emissions targets for the City (similar to what other communities have done) and to present the draft plan for Council discussion.

Mid-term Recommendations:

- Based on preliminary recommendations by the Green Team, develop an agreement with the UMD "Partnership for Action Learning in Sustainability" program that identifies specific College Park needs in the area of sustainability, and matches those needs with specific UMD courses and students to identify best practices for the City to meet the targeted goals. This program could be initiated by College Park, or College Park could collaborate with nearby communities.
- Update the Sustainability Goals of the University District 2020 Vision (in collaboration with the CPCUP).
- Request the Green Team to identify specific additional goals for Sustainable Maryland Certified, in anticipation of future higher levels of certification and the completion of the current goals.
- Explore joining a program such as STAR (*Sustainability Tools for Assessing and Rating Communities*; see attachment) to facilitate the implementation and measurement of the City's sustainability efforts.

ATTACHMENTS

1. List of current City documents and policies directly related to sustainability
2. List of current City initiatives related to sustainability

1. City of College Park Guiding Documents and Policies Related to Sustainability

Goal III of the 2010 – 2015 Adopted Strategic Plan:

Lead the community in environmental conservation, protection, restoration, and energy efficiency.

Sustainable Maryland Certified

Application process 2011 – 2012; three-year Action Plan, 2013-2015

City Resolution 13-R-26

Adopting an Energy Efficiency Policy to reduce electricity consumption by 15 percent from the baseline year within five years and establishing an Energy Efficiency Action Plan.

City Resolution 13-R-27

Adopting a Renewable Energy Production Policy to take a leadership role in renewable energy generation, become a Maryland Smart Energy Community, and develop a Renewable Energy Action Plan to help the City meeting 20 percent of its electrical demand in buildings with renewable energy generation by 2022.

University District Vision for 2020

Making College Park a Sustainable Top 20 College Town by 2020

“The University District offers its community a high quality of life including a safe and secure environment, access to world-class K-12 schools, and attractive commercial districts that serve families and students alike. The District enjoys excellent pedestrian and bicycle access, public transportation options, and efficient roads and parking. Finally, the University District exemplifies a leading “green” community, utilizing sustainable building practices, green technologies, and a strong commitment from the community to protect, preserve, and enhance natural resources.”

2. City of College Park Current Initiatives Related to Sustainability

Sustainable Maryland Certified Implementation Plan (Green Team Three-Year Action Plan)

Maryland Smart Energy Communities Grant (energy efficiency and renewable energy production)

Bikeshare Grant and Bike to Work Day

Business Recycling Grant and policies

On-going recycling and composting activities

Electronics and appliance recycling activities

Hollywood Gateway Park as a demonstration project
Proposed Trolley Trail Permaculture site

Complete Streets Plan

Bicycle Routes Plan

Street Tree Plantings

Safe Routes to Schools Sidewalk Improvements

UM Shuttle Participation

Green Team Action Plan

Collaboration with the Environmental Finance Center on Stormwater Issues

Collaboration with the Low-Impact Development Center on Innovative Stormwater Design Pilot Projects

