



TUESDAY, NOVEMBER 24, 2015
CITY OF COLLEGE PARK
COUNCIL CHAMBERS

7:00 P.M.
PUBLIC HEARING ON PROPOSAL FOR PERMIT PARKING IN THE
5100 BLOCK OF MINEOLA ROAD
and
PUBLIC HEARING ON ORDINANCE 15-O-05,
PROPOSED FY 2016 BUDGET AMENDMENT #1

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

MEDITATION

PLEDGE OF ALLEGIANCE: Councilmember Day

ROLL CALL

MINUTES: November 10, 2015 Regular Meeting; November 10, 2015 Public Hearings on Charter Amendment 15-CR-01 and Ordinance 15-O-06.

ANNOUNCEMENTS

ACKNOWLEDGMENT OF DIGNITARIES

ACKNOWLEDGMENT OF NEWLY APPOINTED BOARD AND COMMITTEE MEMBERS

AWARDS

PROCLAMATIONS

AMENDMENTS TO THE AGENDA

CITY MANAGER'S REPORT: Scott Somers

STUDENT LIAISON'S REPORT: Cole Holocker

COMMENTS FROM THE AUDIENCE ON NON-AGENDA ITEMS

PRESENTATIONS

CONSENT AGENDA

15-G-129 Award of FY '16 Fire Department Grants as follows: College Park Volunteer Fire Department, Inc., \$17,500 to apply toward purchase of CPVFD-owned and controlled ladder truck, estimated to cost \$900,000; Branchville Volunteer Fire Company & Rescue Squad, Inc., \$17,500 to apply toward purchase of new 2016 ambulance; Berwyn Heights Volunteer Fire Department & Rescue

Motion By:
To: Adopt
Second:
Aye: ___
Nay: ___
Other: _____

Squad, Inc., \$17,500 to use to supplement a deposit on a new rescue squad vehicle, estimated to cost \$900,000- 1,000,000. The FY2016 adopted budget provides \$52,500 in funding in C.I.P. project 012006, account 25-40 for these capital equipment grants

- 15-G-130 Award of FY '16 Community Services Grants in the amount of \$2,500 each to the following recipients: The National Museum of Language, Inc. for Language camp, social media manager; Lakeland Community Heritage Project for Lakeland Heritage weekend; American Legion Auxiliary, College Park Unit 217 for Scholarships for Miss College Park pageant participants; Pregnancy Aid Centers, Inc. for their food pantry program; College Park Woods Swim Club for Senior day camp; Embry Center for Family Life for Lakeland All-Stars basketball program; and College Park Church of the Nazarene for the College Park community library, for a total of \$ 17,500

- 15-G-131 Authorization for Corvias Solutions and Prince George's County to proceed with planning stormwater management projects in the City at locations to be determined with further consultation with the City

- 15-R-25 Adoption of 15-R-25, A Resolution Of The Mayor And Council Of The City Of College Park, Maryland Amending Resolutions 97-R-17, 99-R-4 And 10-R-13 To Clarify The Purpose Of The Education Advisory Committee And Change Meeting Requirements

- 15-R-26 Adoption of 15-R-26, A Resolution Of The Mayor And Council Of The City Of College Park, Maryland Amending Resolutions 07-R-17 And 10-R-20 To Clarify The Purpose Of The Animal Welfare Committee

- 15-R-27 Adoption Of 11-R-27, A Resolution Of The Mayor And Council Of The City Of College Park, Maryland, Amending The Charter For The Veterans Memorial Improvement Committee To Change The Name Of The Committee And Specify The Types Of Flags To Be Flown.

- 15-R-28 Adoption of 15-R-28, a City Policy Regarding Fundraising and Funds Held For City-appointed Authorities, Boards, Commissions and Committees, Or For Outside Entities

ACTION ITEMS

- | | | |
|----------|---|---|
| 15-G-121 | Proposal For Permit Parking In The 5100 Block Of Mineola Road | Motion By:
To:
Second:
Aye: ____ Nay: ____
Other: ____ |
| 15-G-132 | Approval of City comments on DSP 13045 for Greenbelt Station South Core Phase III | Motion By: Wojahn
To:
Second:
Aye: ____ Nay: ____
Other: ____ |

- | | | |
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| 15-G-134 | Approval of a letter with City comments to the Prince George's County Board of License Commissioners for their December 2 show-cause hearing on the September 26, 2015 incident at the Backyard Sports Grill | Motion By: Day
To: Adopt
Second:
Aye: ____
Nay: ____ Other: ____ |
| 15-G-135 | Greenbelt Request for Four Cities Letter to County Council Prioritizing Greenbelt Road Streetscape Improvement Project | Motion By:
To:
Second:
Aye: ____
Nay: ____ Other: ____ |
| 15-O-05 | Adoption of Ordinance 15-O-05, An Ordinance of the Mayor and Council of the City of College Park to Amend the Fiscal Year 2016 Operating and Capital Budget of the City of College Park, Maryland | Motion By: Day
To: Adopt
Second:
Aye: ____
Nay: ____ Other: ____ |
| 15-O-07 | Introduction of Ordinance 15-O-07, An Ordinance Of The Mayor And Council Of The City Of College Park, Amending Chapter 11 "Authorities", Article II, "Airport Authority", §11-5 "Creation; Members; Compensation; Conflicts Of Interest" And §11-6, "Purpose; Use Of Airport"; Chapter 15 "Boards, Commissions And Committees", Article II, "College Park Recreation Board", §15-3, "Membership; Terms" And Article VIII, "Committee For A Better Environment", §15-34, "Powers And Duties" ; And Chapter 179 "Tree And Landscape Maintenance", §179-2, "Purpose; Applicability", §179-5, "Tree And Landscape Board" And §179-6, "Comprehensive Landscape Plan; Costs" To Incorporate Changes Recommended By The Airport Authority, Committee For A Better Environment And The Tree And Landscape Board, To Remove Certain References To Conflicts Of Interest From §11-5, To Set The Membership Of The Recreation Board At Up To Ten Members With The Goal Of Representation From Each District, And To Make Certain Non-Substantive Changes. | Motion By: Stullich
To: Introduce
Second: |

The Public Hearing will be held on Tuesday, January 12 at 7:15 p.m. in the Council Chambers.

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| 15-G-133 | Appointments to Boards and Committees | Motion By:
To: Adopt
Second:
Aye: __ Nay: __
Other: ____ |
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COUNCIL COMMENTS

COMMENTS FROM THE AUDIENCE

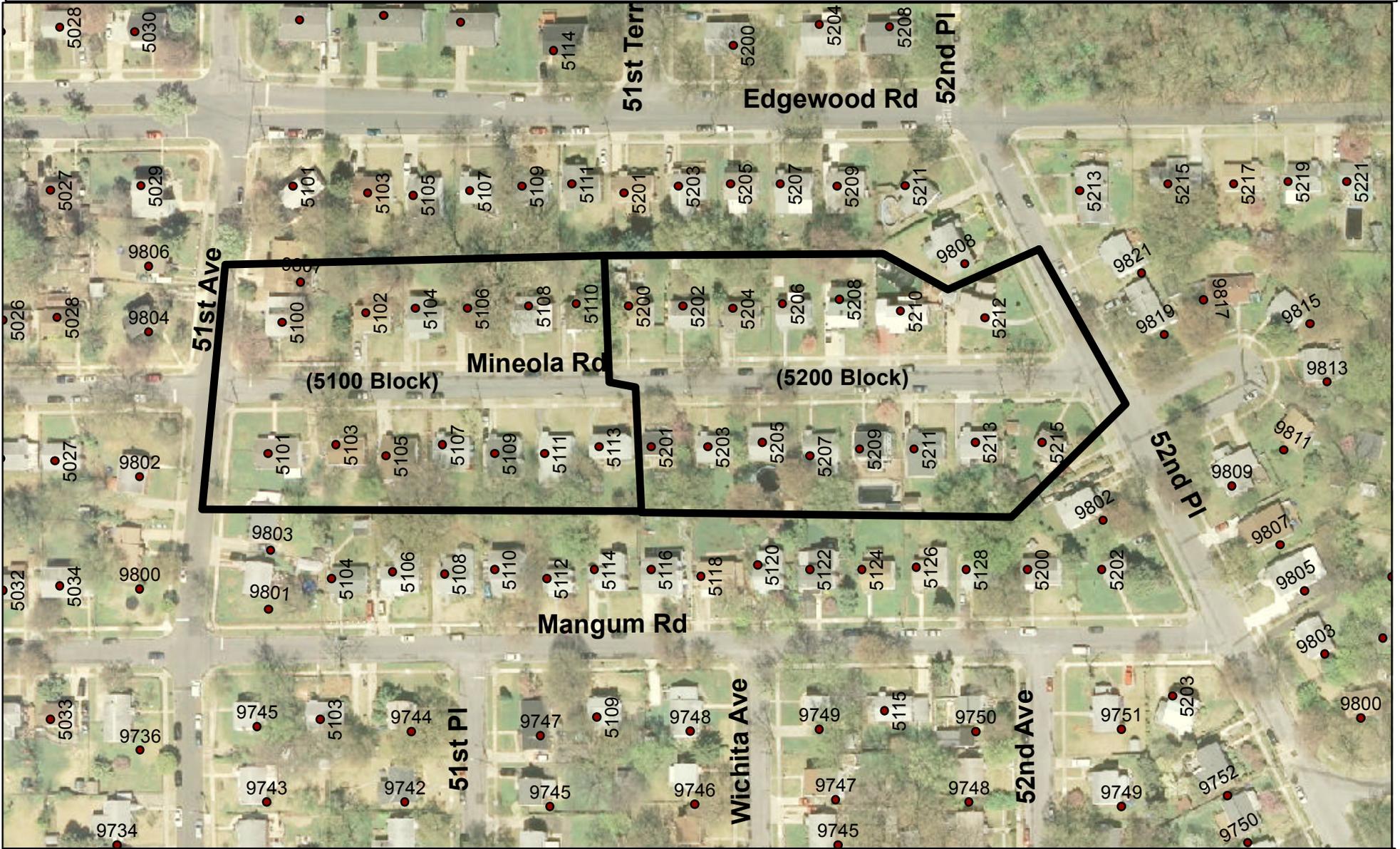
ADJOURN

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

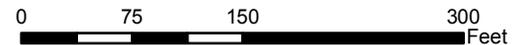
PUBLIC HEARING:

PROPOSAL FOR
PERMIT PARKING
IN THE
5100 BLOCK OF
MINEOLA ROAD

5100 & 5200 Block Mineola Road



By: College Park Engineering
Date :11-20-15
Source: M-NCPPC GIS



**SURVEY OF PARKING
5100 & 5200 BLOCKS OF MINEOLA ROAD
OCTOBER 9 THRU 22, 2015**

This survey was divided up into three times of the day. The morning, afternoon and evening.

Current conditions:

DATE	6AM-12PM		12PM-5PM		5PM-10PM	
	5100 BLK	5200 BLK	5100 BLK	5200 BLK	5100 BLK	5200 BLK
9-Oct	Not done	not done	not done	not done	15	15
10-Oct	Not done	not done	13	10	15	12
Sunday - not done						
12-Oct	21	21	20	10	17	27
13-Oct	20	22	18	12	29	38
14-Oct	18	24	21	7	22	29
15-Oct	19	22	15	17	27	35
16-Oct	20	22	6	16	18	30
17-Oct	14	22	18	20	22	34
Sunday - not done						
19-Oct	22	24	14	13	not done	not done
20-Oct	20	23	13	13	23	35
21-Oct	20	24	13	9	19	15
22-Oct	18	25	17	10	not done	not done
Daily average	19.2	22.9	15.27273	12.45455	20.7	27
Avg. Total on street	42.1		27.7272		47.7	

1. Totals shown above for each block account for both north and south sides of the street.
2. October 9th data is for the evening only, as the request for this survey was just given that afternoon. Other times shown as "not done" are due to staff shortages and task reassignments.
3. "Avg. total on street" is average number of vehicles on both sides of both blocks during the given time of the day.

Based upon total linear feet of space on the north and south sides of the 5100 and 5200 blocks of Mineola Rd--after subtracting out the driveway entrances, the legal distance of 15-feet on either side of a fire hydrant, the legal distance of 25-feet from the STOP sign, and the legal distance of 35-feet from the intersection--and dividing that space by 21-feet, the minimum width of a marked parking space by County regulation, the following reflects the number of vehicle "spaces" on these two blocks of Mineola Rd at full capacity:

5100 block - south side - 13	5100 block - north side - 11.5	Total - 24.5
5200 block - south side - 15.7	5200 block - north side - 14.7	Total - 30.4

For both sides of the street on both blocks combined, parking reaches capacity at **54.9 cars** at any given time of day, based upon a 21-foot wide "space" for each vehicle.



PUBLIC HEARING NOTICE

- TO:** Residents, Property Owners and/or Agents in the 5000 – 5200 blocks of Mineola Road
Residents, Property Owners and/or Agents in the 9700-9800 blocks of 51st Avenue
Residents, Property Owners and/or Agents in the 5000-5200 blocks of Edgewood Road
President, North College Park Citizens Association
- FROM:** Janeen S. Miller, City Clerk 
- DATE:** November 3, 2015
- RE:** Public Hearing on the Proposal to Implement Residential Permit Restricted Parking in the 5100 block of Mineola Road

The Mayor and Council of the City of College Park will hold a Public Hearing on Tuesday, November 24, 2015 at 7:00 p.m. to take public comment on the possibility of implementing a new Residential Permit Parking Zone in the 5100 block of Mineola Road. This proposed new permit restricted zone would be enforced 24/7, and would allow three (3) parking permits per residence, at the cost of \$10 per year per permit. Guest permits will also involve a fee.

All persons interested shall have an opportunity to be heard.

The Public Hearing will be held in the 2nd floor Council Chambers of City Hall, 4500 Knox Road, College Park. Parking passes will be available from the front window.

If you are unable to appear in person, you may submit written comment prior to the Public Hearing:

In order to be received by the Council as part of the record, the comment must include the specific topic to which it relates and the full name and address of the person submitting the comment. Written comment should be addressed to the Mayor and City Council, and submitted no later than 5:00 p.m. on the day of the meeting to cPMC@collegetparkmd.gov

In accordance with the Americans With Disabilities Act, if you need special assistance, please contact the City Clerk's Office at 240-487-3501 and describe the assistance that is necessary.

If you have any questions, please feel free to contact our office at 240-487-3501.

cc: College Park Mayor and Council
Bob Ryan, Director of Public Services
Jim Miller, Parking Enforcement Manager

North College Park Citizens
Association
Ms. Mary Cook
4705 Kiernan Road
College Park, MD 20740

Resident
5215 Mineola Road
College Park, MD 20740

Resident
5213 Mineola Road
College Park, MD 20740

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College Park, MD 20740

Property Owners and/or Agents
 Re: 5100 block Mineola Road
 Public Hearing

Number	Street	Name	Street	City	State	Zip
5013	Mineola Rd	Homegrown Legacy, LLC	5420 Wisconsin Ave	Chevy Chase	MD	20815
5020	Mineola Rd	Yongjian Li	58 Misty Well Dr	Ontario	CN	L4E 4J6
5025	Mineola Rd	Wright Management, LLC	PO Box 83417	Gaithersburg	MD	20883
5104	Mineola Rd	William & Regina Chicca	13713 Stoner Dr	Silver Spring	MD	20904
5203	Mineola Rd	Steve Hill	4704 Guilford Rd	College Park	MD	20740
5205	Mineola Rd	Chao Xiong Zhang	7501 Quincewood Ct	Derwood	MD	20855
5211	Mineola Rd	Chao Xiong Zhang	7501 Quincewood Ct	Derwood	MD	20855
9722	51st Ave	Robert L. Moltz	15410 Neman Dr	Bowie	MD	20716
9726	51st Ave	David D. Palmer, JR C/O Executive Mgmt Plus	822-B Rockville Pike	Rockville	MD	20852
9731	51st Ave	Donald R. Pollins	2510 Chapman Rd	Hyattsville	MD	20783
9735	51st Ave	Justin Rusk	5247 Stream Bank Ln	Greenbelt	MD	20770
5101	Edgewood Rd	Anne McFadden	312 Prospect Bay Dr East	Grasonville	MD	21638

PUBLIC HEARING:

ORDINANCE 15-O-05
PROPOSED FY 2016
BUDGET AMENDMENT #1



**NOTICE OF PUBLIC HEARING
TUESDAY, NOVEMBER 24, 2015
7:00 P.M.
2ND FLOOR COUNCIL CHAMBERS
CITY HALL, 4500 KNOX ROAD
COLLEGE PARK, MD 20740
15-O-05**

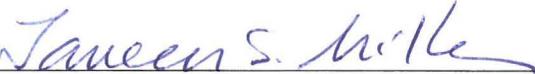
An Ordinance of the Mayor and Council of the City of College Park to Amend the Fiscal Year 2016 Operating and Capital Budget of the City of College Park, Maryland (Amendment #1) to provide an Increased Expenditure Budget and an additional Interfund Transfer to a Capital Improvement Program ("C.I.P.") project.

Copies of this Ordinance may be obtained from the City Clerk's Office, 4500 Knox Road, College Park, MD 20740, call 240-487-3501, or visit www.collegeparkmd.gov. In accordance with the Americans with Disabilities Act, if you need special assistance, please contact the City Clerk's Office and describe the assistance that is necessary. City Clerk's Office: 240-487-3501

Notice of Public Hearing for Ordinance 15-O-05:

- Published in the Washington Post on November 12, 2015
- Posted to City Bulletin Boards on November 12, 2015
- Posted to City Website on November 12, 2015
- Posted on Cable Television Channel on November 12, 2015

ATTEST:


Janeen S. Miller
City Clerk

ORDINANCE 15-O-05

**An Ordinance of the Mayor and Council of the City of College Park
to Amend the Fiscal Year 2016 Operating and Capital Budget
of the City of College Park, Maryland (Amendment #1)
(revised 10/23/15)**

WHEREAS, the Mayor and Council of the City of College Park, Maryland did adopt a budget for the fiscal year beginning July 1, 2015 and ending June 30, 2016 (hereinafter referred to as “Fiscal Year 2016” or “FY2016”) on May 26, 2015 by the enactment of Ordinance 15-O-03; and

WHEREAS, the Mayor and Council of the City of College Park, Maryland desire to amend the FY2016 adopted budget in order to provide an increased expenditure budget and an additional interfund transfer to a Capital Improvement Program (“C.I.P.”) project.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the City of College Park, Maryland, that the budget for fiscal year 2016 be, and hereby is, amended in accordance with the following schedule, with said amendments being indicated by asterisks in the right column. The individual budget amendment changes are itemized in Appendix A, attached hereto and incorporated herein by this reference.

General Fund

	<u>Budget as Adjusted</u>	<u>As Amended by this Ordinance</u>
Revenues		
Taxes	\$ 10,900,642	\$ 10,900,642
Licenses & Permits	1,193,935	1,193,935
Intergovernmental	261,772	261,772
Charges for Services	999,078	999,078
Fines & Fees	2,510,600	2,510,600
Miscellaneous Revenues	194,569	194,569
<i>Total Operating Revenues</i>	\$ 16,060,596	\$ 16,060,596
Non-Revenue Receipts		
Interfund Transfer from Parking Debt Service Fund	257,392	257,392
Use of Unassigned Reserve	0	1,500,000 *
Total Revenues	\$ 16,317,988	\$ 17,817,988 *

Expenditures

General Government	\$ 3,305,207	\$ 4,327,207 *
Public Services	4,019,776	4,019,776
Planning, Community & Economic Development	664,463	664,463
Youth, Family & Senior Services	1,114,881	1,114,881
Public Works	5,215,750	5,215,750
Contingency	10,000	10,000
Debt Service	557,411	557,411
Interfund Transfers to Capital Projects Fund	<u>1,430,500</u>	<u>1,908,500</u> *
Total Expenditures	<u>\$ 16,317,988</u>	<u>\$ 17,817,988</u> *

Parking Debt Service Fund

	<u>Budget as Adjusted</u>	<u>As Amended by this Ordinance</u>
Revenues		
Highways & Streets		
Parking Meter Revenue	\$ 205,000	\$ 205,000
Fines		
Parking Fines Revenue	<u>45,000</u>	<u>45,000</u>
Total Revenues	<u>\$ 250,000</u>	<u>\$ 250,000</u>

Expenditures

Interfund Transfer to General Fund	<u>\$ 257,392</u>	<u>\$ 257,392</u>
Total Expenditures	<u>\$ 257,392</u>	<u>\$ 257,392</u>

BE IT FURTHER ORDAINED that:

1. All matters and facts contained in Ordinance 15-O-03 other than the amendments contained herein shall remain in full force and effect;
2. In addition to the projected General Fund operating revenue of \$16,060,596, the amount of \$1,500,000 is appropriated from the unassigned reserve and the sum of \$257,392 is transferred from the Parking Debt Service Fund;
3. This budget amendment Ordinance provides for an increased expenditure budget and an additional interfund transfer to the Capital Improvement Program (C.I.P.), as itemized in Appendix A, attached hereto and incorporated herein by this reference. The net result is a \$1,500,000 increase in the budgeted use of

unassigned reserve from \$0 to \$1,500,000 in order to utilize a fiscal year 2015 surplus of \$1,500,000, and

4. This Ordinance shall become effective at the expiration of twenty (20) calendar days following its adoption.

AND BE IT FURTHER ORDAINED by the Mayor and Council of the City of College Park, Maryland that, upon introduction of this Ordinance, the City Clerk shall distribute a copy of the same to each council member and shall publish a fair summary of this Ordinance in a newspaper having general circulation in the City, together with a notice setting out the time and place for a public hearing hereon and for its consideration by the Council.

A public hearing will be held on the proposed Ordinance at 7:00 p.m. on the 24th day of November, 2015 in the Council Chambers, City Hall, 4500 Knox Road, College Park, Maryland. The public hearing will be held in connection with a regular Council meeting. All persons interested will have an opportunity to be heard. After the public hearing, the Council may adopt the proposed Ordinance, with or without amendment, by the affirmative vote of at least six (6) members of the Council. It shall become effective twenty (20) days following its adoption. After its 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 shall have copies of the adopted Ordinance available at City offices.

Introduced on the 10th day of November, 2015

Adopted on the _____ day of _____, 2015

Effective on the _____ day of _____, 2015

Andrew M. Fellows, Mayor

ATTEST:

Janeen S. Miller, CMC, City Clerk

APPROVED AS TO FORM:

Suellen M. Ferguson, City Attorney

CITY OF COLLEGE PARK, MARYLAND
Ordinance 15-O-05, Appendix A
Itemized FY2016 Budget Amendment #1 Changes

Program	Description	Increase (Decrease)
Revenues- Unassigned Reserve Transfer 399.00	Use of Unassigned Reserve in Adjusted Budget	\$ 0
Gen Govt-Board of Election Supr- 1012	Add FY16 budget for rental of voting machines for November 2015 municipal elections (account 1012-4825)	15,000
Gen Govt-Publ Relations-1017	Add FY16 budget for University of Maryland program contributions (account 1017-2541)	7,000
Gen Govt- Finance-Non Departmental- 1025	Increase FY16 budgeted repayment to the General Fund for the MSRP prior service credit purchase from \$250,000 to \$1,250,000 in order to shorten the repayment period (account 1025-1127).	1,000,000
Interfund Transfers-9210	Provide \$478,000 in additional funding for the City Hall Expansion (C.I.P. project 041003) to cover design and construction of a new City Hall.	<u>478,000</u>
Revenues- Unassigned Reserve Transfer 399.00	Use of Unassigned Reserve in Amended Budget	<u>\$ 1,500,000</u>

MINUTES

MINUTES
Regular Meeting of the College Park City Council
Tuesday, November 10, 2015
Council Chambers
7:30 p.m. – 8:35 p.m.

PRESENT: Mayor Fellows; Councilmembers Kabir, Wojahn, Brennan, Dennis, Stulich (arrived at 7:33 p.m.), Day, and Hew.

ABSENT: Councilmember Mitchell.

ALSO PRESENT: Scott Somers, City Manager; Bill Gardiner, Assistant City Manager; Janeen Miller, City Clerk; Suellen Ferguson, City Attorney; Steve Groh, Director of Finance; Bob Ryan, Director of Public Services; Bob Stumpff, Director of Public Works; Randall Toussaint, Economic Development Coordinator; Councilmember-Elect Kujawa; Cole Holocker, Student Liaison; Adler Pruitt, Deputy Student Liaison.

Mayor Fellows opened the Regular Meeting at 7:30 p.m. Councilmember Day led the Pledge of Allegiance.

Minutes: A motion was made by Councilmember Dennis and seconded by Councilmember Wojahn to adopt the minutes of the October 27, 2015 Regular Meeting. The motion passed 6 – 0 – 0.

Announcements:

Councilmember Day announced changes to Metro’s Bike and Ride program; it is now free to users throughout the system.

Councilmember Dennis said the monthly meeting of the Lakeland Civic Association would be held on Thursday at 7:00 p.m. at the College Park Community Center.

Councilmember Wojahn said the next meeting of the North College Park Citizens Association would be on Thursday at 7:30 p.m. at Davis Hall.

Councilmember Kabir discussed last Saturday’s Community Health Fair at the REI/MOM’s shopping center.

Proclamations: Mayor Fellows read the proclamation for Small Business Saturday which is November 28, 2015.

Amendments to the Agenda: Items 15-CR-01 and 15-O-06 were moved to the Consent Agenda. Item 15-G-128 was added to the agenda: a letter to County Executive Rushern Baker requesting the prioritization of US Route 1 in the County’s letter to the state.

City Manager’s Report: Mr. Somers discussed the City’s Veterans Day program at 11:00 a.m. November 11. He said residents should check the Leaf Collection calendar on the City website for the updated collection schedule.

Student Liaison's Report: Mr. Holocker discussed the University's new on-line voter registration program called Turbo Vote, a project of Democracy Works, which will be funded by SGA.

Comments From The Audience on Non-Agenda Items:

John Robson, Chief, College Park Board of Election Supervisors: Mr. Robson presented a formal report of updated election results. There were some changes in the District 1 and District 4 candidates' tally; the outcome did not change.

Tricia Homer and Eric Grims, Board of Directors, College Park Community Foundation: They gave an update on the 9 grants they will be awarding this year and invited everyone to attend their 3rd annual gala on Saturday, December 5.

Eric Grims, College Park Recreation Board: Mr. Grims talked about the College Park Blues Festival on Saturday at Ritchie Coliseum.

CONSENT AGENDA:

A motion was made by Councilmember Brennan and seconded by Councilmember Stulich to adopt the Consent Agenda, which consisted of the following items:

- 15-R-24** CPV-2015-06, Resolution Of The Mayor And Council Of The City Of College Park, Maryland Adopting The Recommendations Of The Advisory Planning Commission Regarding Variance Application Number CPV-2015-06, 9603 53rd Avenue, College Park, Maryland, Recommending Approval Of Variances From The Prince George's County Zoning Ordinance: Section 27-442(C), Table II, Prescribing Maximum Lot Coverage And Section 27-442(E), Table IV, Prescribing Minimum Required.
- 15-G-122** Approval of a letter to Governor Hogan requesting increased funding for Youth Service Bureaus.
- 15-CR-01** Adoption of Charter Resolution 15-CR-01, A Charter Resolution Of The Mayor And Council Of The City Of College Park, To Amend Article X, Finance And Taxation, §10-2, "Preparation Of Budget", §10-3, "City Council Action On Budget", §10-5, "Amendments To Budget After Adoption", §10-6, "Lapse Of Appropriations", And §10-11, "Property Subject To Taxation, Rates, Levy And Collections; Admissions And Amusement Tax", To Generally Clarify Certain Terms And Reflect Current Finance And Taxation Practices By Authorizing Appropriated Funds That Are Lawfully Encumbered To Be Retained And Expended After The End Of The Fiscal Year, Clarifying That Constant Yield Tax Rate Provisions Apply To Setting The Real Property Tax Rate, In Addition To The Public Hearing And Notice Requirements Set By The City, Providing For Additional Public Notice Of The Budget, Clarifying Budget Actions That Require Amendment By Ordinance, And Deleting Outdated Or Incorrect Provisions.

15-O-06 Adoption of Ordinance 15-O-06, An Ordinance Of The Mayor And Council Of The City Of College Park, Amending Chapter 4, “Administrative Organization”, §4-4, “Finance Department”, Chapter 42, “Finance”, §§42-2, “Required Signatures”, 42-3, “Certification Of Signatures”, 42-4, “Authorized Signatures”, And 42-6, “Authorized Signatures On Nonrestricted Documents”, And Chapter 69, “Purchasing Procedures” §§69-2, “Materials Excluded”, 69-3, “Responsibilities Of Finance Director” And 69-4 “Professional Service Contracts” To Change The Individuals Who Are Approved Signatories For Certain Accounts, Exclude Goods And Services Acquired From Prince George’s County From Purchasing Procedures; Change The Requirements For Publication Of Required Advertisements For Bids, Set The Threshold At Which The Council Must Approve Contracts For Professional Service Contracts At \$30,000.00 And Require Reporting Of City Manager Approved Contracts To Council Only When Requested.

15-G-128 Letter to County Executive Rushern Baker requesting that the County make improved project design a top priority in its 2015-2016 priority list to the State.

The motion passed 7 – 0 – 0.

ACTION ITEMS:

15-G-124 Award of Contract for Public Works Modular Building RFP CP-16-01 to Modular Genius of Joppa Maryland in an amount not to exceed \$722,445.00

A motion was made by Councilmember Hew and seconded by Councilmember Day to award a design/build contract to Modular Genius, Inc. of Joppa, Maryland in the amount of \$722,445.00 for the replacement of the existing 60 foot x 28 foot double-wide trailer at the Public Works facility with a 55 foot x 66 foot modular building. The contract price includes the base contract of \$719,545.00 and Option 2: Thermoplastic Polyolefin (TPO) roof of \$2,900.00. This contract was competitively bid under RFP CP-16-01. By this contract award, the Mayor and City Council authorize the City Manager to execute the Contractor Agreement prepared by the City Attorney. Funding for this award is provided in the Public Works Facility Improvements C.I.P. project 015002.

Councilmember Hew explained that on September 9, 2015, the City issued RFP CP-16-01, Public Works Modular Building, which was advertised on eMaryland Marketplace and other sites and posted to the City website. Eleven potential bidders attended mandatory pre-bid meetings at Davis Hall. The City received 3 bids by the October 26 public bid opening. Each of the bids was complete, including all required forms, affidavits and bid bond. The lowest responsive bidder was Modular Genius, Inc. In the base building cost, we specified “green” favored materials to the extent economically possible. The very fact that we are replacing a 23-year-old trailer with no energy efficiency with the new modular building represents a substantial part of the “green” benefits. The tentative construction schedule submitted with the Modular Genius bid estimates completion in late April 2016, assuming that permits are received in a reasonable timeframe. The construction schedule will be updated as the process continues.

There were no comments from the audience or the Council.

The motion passed 7 – 0 – 0.

15-G-125 Approval of contract with O’Malley, Miles, Nylen & Gilmore, P.A. for 2016 lobbying services

A motion was made by Councilmember Dennis and seconded by Councilmember Brennan to approve the City engagement of O’Malley, Miles, Nylen & Gilmore, P.A., represented by Len Lucchi and Eddie Pounds, to provide lobbying services from November 1, 2015 through October 31, 2016 at an annual total cost of \$30,000. The general services to be provided will be incorporated into an agreement letter similar to the letter signed in 2014.

Councilmember Dennis stated that in December 2014 the City hired the firm O’Malley, Miles, Nylen & Gilmore, P.A. (OMNG) to provide legislative services for four months during the Maryland General Assembly session. That cost was \$20,000. OMNG has proposed a 12-month engagement at a cost of \$30,000. The cost is not necessarily proportional to the increased time because most of the work will occur during the General Assembly session. It is anticipated that OMNG will be able to assist the City throughout the year by providing information on potential issues that could impact the City, developing strategies to promote the City’s interests, and facilitating communications with State agencies.

There were no comments from the audience.

Councilmember Kabir requested more detailed reports on what they do for us to increase transparency.

The motion passed 7 – 0 – 0.

15-G-126 Approval of a City FY 2016 application for DHCD’s Technical Assistant Grant for \$25,000 to support a joint City, UMD and CPCUP Safety Ambassador pilot project

A motion was made by Councilmember Wojahn and seconded by Councilmember Brennan to approve a City FY 2016 application for DHCD’s Technical Assistant Grant for \$25,000 to support a joint City, UMD and CPCUP Safety Ambassador pilot project.

Councilmember Wojahn said a College Park City-University Partnership (CPCUP) Public Safety Sub-Committee goal is the development of a Safety Ambassador program to enhance public safety and hospitality. A Maryland Department of Housing and Community Development (DHCD) source of grant funds which may be used for this program has been identified.

The CPCUP Public Safety Sub-Committee identified a goal of establishing a “Safety Ambassador” program. This would be similar to other urban area programs such as those found in Baltimore and Philadelphia where identifiable, trained staff would be on patrol and would be

additional eyes and ears to report suspicious activity to police, and to meet and greet visitors and provide local information. Working with City and CPCUP staff to develop a proposed pilot project, UMPD has submitted a grant application to the Governor's Office of Crime Control and Prevention (GOCCP) for a proposed basic 12 month pilot program to place Safety Ambassadors in the UMPD area of concurrent jurisdiction. This kind of program has proven to be useful in urban areas with a dense pedestrian and visitor population. A primary role is to be visible to visitors unfamiliar with the local area, who may benefit from local information, such as maps and directions to various public amenities such as restaurants and points of interest. In addition, these highly visible walking patrols may deter criminal activity, and will serve as additional eyes and ears to report suspicious activity to police. While the pilot project may be limited to areas where UMPD has concurrent jurisdiction, there are advantages with City-wide impact as it is anticipated to also free up some of the demand for police services in these areas, allowing PGPD and City Contract Police to focus more patrol time in other areas of the City.

There were no comments from the audience.

Councilmember Kabir supports the program but is concerned about the trend that he sees of providing more public safety resources south of Route 193 and said north College Park isn't getting any of these services because they are not part of the concurrent jurisdiction, but they have more single family homes. He wants tax dollars spent fairly and equally throughout the City.

Councilmember Brennan said he supports the expansion of cameras City-wide. The grant that was recently submitted to provide cameras in north College Park was not funded. The Ambassador program will displace some of the resources in the downtown so they can be used elsewhere. If the pilot program is successful we should look at expanding it. We should place our resources based on the crime data.

Councilmember Day agrees we need to place resources based on where the crimes are. He also lives in a neighborhood with no concurrent jurisdiction and no cameras. This is about how we address public safety issues as a City. This grant was based on the concurrent jurisdiction with Prince George's County Police.

Councilmember Stulich is excited about this application moving forward; we have talked about this program for several years. Equity is important in how we allocate our resources, but the question is how we define equity. When it comes to allocating public safety resources, we should look at the crime data, and not necessarily base those decisions on the number of single family houses.

The motion passed 7 – 0 – 0.

15-O-05 Introduction of FY 2016 Budget Amendment #1: An Ordinance of the Mayor and Council of the City of College Park to Amend the Fiscal Year 2016 Operating and Capital Budget of the City of College Park, Maryland

A motion was made by Councilmember Day and seconded by Councilmember Wojahn to introduce 15-O-05, the FY 2016 Budget Amendment #1: An Ordinance of the Mayor and

Council of the City of College Park to Amend the Fiscal Year 2016 Operating and Capital Budget of the City of College Park, Maryland.

Mayor Fellows announced that the Public Hearing will be held on Tuesday, November 24 at 7:00 p.m.

15-G-123 Approval of FY '16 Public School Education Grants

A motion was made by Councilmember Hew and seconded by Councilmember Day to award the following FY 2016 Education Grants: \$7,500 to Hollywood Elementary for Equipment and Materials Investment to Enhance Educational Opportunities; \$7,500 to Paint Branch Elementary for Educational Technology; \$7,500 to Greenbelt Middle School for Greenbelt Middle School College Awareness; \$7,500 to Parkdale High School for Parkdale Robotics; \$2,500 to Berwyn Heights Elementary for Science and Museum Week Excursions; \$2,500 to Cherokee Lane Elementary for Cherokee Lane Science Club; \$2,500 to University Park Elementary for Parent Engagement Program; \$2,500 to Buck Lodge Middle School for Positive Behavior Intervention and Supports Incentive Program; \$2,500 to Hyattsville Middle School for Environmental/Wildlife Outings – Baltimore Aquarium/National Zoo and Nutrition Intervention; \$2,500 to High Point High School for SAT Saturday School Program. The total of these awards is \$45,000, which is budgeted in the FY 2016 budget.

Councilmember Hew commented that the City of College Park supports its local schools in many ways. Since 2008, the City has provided public education grants to each of its local neighborhood schools. Through these awards, these schools can provide innovative programming to our College Park students. This year's grant awards continue the City's support of these important school initiatives.

There were no comments from the audience.

Mayor Fellows is excited that the City gives over \$140,000 to our public schools, which he thinks leads to better SAT scores and more engaged parents. He hopes we will get reports from the students on the results of some of these awards.

The motion passed 7 – 0 – 0.

15-G-127 Appointments to Boards and Committees

A motion was made by Councilmember Stulich and seconded by Councilmember Dennis to reappoint Alan Bradford to the Ethics Commission and to appoint Alethea Teneyk-Sanders to the Education Advisory Committee. The motion passed 7 – 0 – 0.

COUNCIL COMMENTS:

Councilmember Hew announced the College Park Woods Swim Club is having their dinner on Thursday at 6:30 p.m.

Councilmember Day reminded everyone about Veterans Day tomorrow – reach out and thank a Veteran.

Councilmember Dennis, who is a Veteran, echoed the comments about Veterans Day, and reminded everyone that many of our Veterans are older and can't get out to attend the tribute.

Councilmember Wojahn announced that he has been appointed to head the National League of Cities Transportation Infrastructure Services Policy Committee.

Councilmember Kabir said the City's annual winter coat drive is going on now until November 29. He said there will be a public hearing on the recently released Greenbelt Station Environmental Impact Study at the Greenbelt Library on December 8.

Mayor Fellows acknowledged Councilmembers-elect Mary Cook and Dustyn Kujawa who were in attendance. He also said this Veterans Day will be his last as Mayor and said he always enjoys these events. Councilmember-elect Cook is the Chair of the Veterans Memorial Committee. Ms. Cook said that the keynote speaker is the spouse of a City employee.

COMMENTS FROM THE AUDIENCE: None.

ADJOURN: A motion was made by Councilmember Dennis and seconded by Councilmember Day to adjourn the meeting and with a vote of 7 – 0 – 0, Mayor Fellows adjourned the meeting at 8:35 p.m.

Janeen S. Miller, CMC
City Clerk

Date
Approved

MINUTES
Public Hearings of the College Park City Council
Tuesday, November 10, 2015
Council Chambers

CHARTER RESOLUTION 15-CR-01

A Charter Resolution Of The Mayor And Council Of The City Of College Park,
To Amend Article X, Finance And Taxation, §10-2, "Preparation Of Budget",
§10-3, "City Council Action On Budget", §10-5, "Amendments To Budget After Adoption", §10-6,
"Lapse Of Appropriations", And §10-11, "Property Subject To Taxation, Rates, Levy And Collections;
Admissions And Amusement Tax", To Generally Clarify Certain Terms And Reflect Current Finance
And Taxation Practices By Authorizing Appropriated Funds That Are Lawfully Encumbered To Be
Retained And Expended After The End Of The Fiscal Year, Clarifying That Constant Yield Tax Rate
Provisions Apply To Setting The Real Property Tax Rate, In Addition To The Public Hearing And Notice
Requirements Set By The City, Providing For Additional Public Notice Of The Budget, Clarifying
Budget Actions That Require Amendment By Ordinance, And Deleting Outdated Or Incorrect Provisions.

and

ORDINANCE 15-O-06

An Ordinance Of The Mayor And Council Of The City Of College Park,
Amending Chapter 4, "Administrative Organization", §4-4, "Finance Department", Chapter 42,
"Finance", §§42-2, "Required Signatures", 42-3, "Certification Of Signatures", 42-4, "Authorized
Signatures", And 42-6, "Authorized Signatures On Nonrestricted Documents", And Chapter 69,
"Purchasing Procedures" §§69-2, "Materials Excluded", 69-3, "Responsibilities Of Finance Director"
And 69-4 "Professional Service Contracts" To Change The Individuals Who Are Approved Signatories
For Certain Accounts, Exclude Goods And Services Acquired From Prince George's County From
Purchasing Procedures; Change The Requirements For Publication Of Required Advertisements For Bids,
Set The Threshold At Which The Council Must Approve Contracts For Professional Service Contracts At
\$30,000.00 And Require Reporting Of City Manager Approved Contracts To Council Only When
Requested

7:00 – 7:04 p.m.

PRESENT: Mayor Fellows; Councilmembers Kabir, Wojahn, Brennan, Dennis, Day,
and Hew.

ABSENT: Councilmembers Mitchell and Stullich.

ALSO PRESENT: Scott Somers, City Manager; Bill Gardiner, Assistant City Manager;
Janeen Miller, City Clerk; Suellen Ferguson, City Attorney; Steve Groh,
Director of Finance; Bob Stumpff, Director of Public Works; Bob Ryan,
Director of Public Services; Councilmember-elect Dustyn Kujawa; Cole
Holocker, Student Liaison; Adler Pruitt, Deputy Student Liaison.

Mayor Fellows opened the Public Hearing on 15-CR-01 and 15-O-06 at 7:00 p.m. The Finance
Director, Steve Groh, provided an overview.

Mr. Groh stated that the changes being made in Charter Amendment 15-CR-01 pertain to the
operations of the Finance Department to correct terminology, incorrect references to the state
law, and provisions that do not coincide with current practices. Additional clarification is
provided to budget adoption, amendment and transfers; budget public hearing notices, Constant
Yield Tax rate, lapsed appropriations and other non-substantive changes.

He continued that the changes to the Code in Ordinance 15-O-06 relate to operations of the Finance Department to correct terminology, incorrect references to the state law, and provisions that do not coincide with current practices. Additional corrections relate to authorized signatories on bank accounts and other documents, purchasing requirements, advertising of Requests for Proposals and other non-substantive changes.

Mayor Fellows invited public comment. There was none.

Mayor Fellows closed the public hearing at 7:04 p.m.

Janeen S. Miller, CMC
City Clerk

Date Approved

15-G-129

MEMORANDUM

TO: Mayor & Council

THROUGH: Scott Somers, City Manager

FROM: Stephen Groh, Director of Finance

DATE: November 12, 2015

SUBJECT: FY2016 Fire Department Capital Equipment Grants
(Proposed Consent)

The FY2016 adopted budget provides \$52,500 in funding (in C.I.P. project 012006, account 25-40) for capital equipment grants of \$17,500 each to the 3 fire companies providing first response to residents of the City for the purchase and/or financing of capital equipment needs. Applications were sent to College Park, Branchville and Berwyn Heights Volunteer Fire Departments, and each department submitted complete applications by the November 12 deadline.

Submitted applications are summarized as follows:

College Park Volunteer Fire Department, Inc.	Apply toward purchase of CPVFD-owned and controlled ladder truck, estimated to cost \$900,000. PGFD-owned Truck 12 and its PGFD crew are often sent to other areas of the County on details, leaving CPVFD without this equipment or staffing	\$ 17,500
Branchville Volunteer Fire Company & Rescue Squad, Inc.	Apply toward purchase of new 2016 ambulance	17,500
Berwyn Heights Volunteer Fire Department & Rescue Squad, Inc.	Use to supplement a deposit on a new rescue squad vehicle, estimated to cost \$900,000-1,000,000	17,500

We recommend that Mayor & Council review the submitted applications and make grant awards.

15-G-130

MEMORANDUM

TO: Mayor & Council

THROUGH: Scott Somers, City Manager
Stephen Groh, Director of Finance

FROM: Councilmembers Fazlul Kabir, Denise Mitchell, Robert Day, Monroe Dennis (City Council Grants Subcommittee)

DATE: November 12, 2015

SUBJECT: FY2016 Community Services Grants

The FY2016 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 or community event micro-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 October 20 and were advertised on the City's website (with links to the application form and criteria) and in the Municipal Scene. The City received 7 grant applications by the November 5 deadline, requesting a total of \$16,600.

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 November 10, 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 FY2016 grant applications and FY2015 final grant reports is available at

http://www.collegeparkmd.gov/document_center/Finance/CommunityServiceGrants/FY2016_Community_Services_Grants.pdf.

Listed below is a schedule of the applications received, showing grant request and recommended grant award. The subcommittee increased one grant from the amount requested to the \$2,500 maximum.

**CITY OF COLLEGE PARK
FY2016 Community Services Grants**

Organization	Program	FY2016 Grant Request	Subcommittee Recommendation for Grant Award (\$20,000 budget)
The National Museum of Language, Inc.	Language camp, social media mgr.	2,500	2,500
Lakeland Community Heritage Project	Lakeland Heritage weekend	2,500	2,500
American Legion Auxiliary, College Park Unit 217	Scholarships for Miss College Park pageant participants	2,500	2,500
Pregnancy Aid Centers, Inc.	Food pantry program	2,500	2,500
College Park Woods Swim Club	Senior day camp	2,500	2,500
Embry Center for Family Life	Lakeland All-Stars basketball program	2,500	2,500
College Park Church of the Nazarene	College Park community library	1,600	2,500
TOTALS		\$ 16,600	\$ 17,500

15-G-131

MEMORANDUM

TO: Mayor and Council

THROUGH: Scott Somers, City Manager

FROM: Steven E. Halpern, P.E.

DATE: November 17, 2015

SUBJECT: Presentation by Engineering Company CH2M Hill regarding the plans for stormwater management work in the City

ISSUE

In 2010 the EPA established defined limits on the amount of pollutants that can enter tidal rivers and the Chesapeake Bay. In July 2012, House Bill 987 became effective mandating all jurisdictions and municipalities in Maryland to participate in Stormwater Restoration Programs (SWRP). On September 25, 2012 the City agreed to participate with Prince George's County's SWRP (see attached letter dated September 4, 2012).

SUMMARY

To comply with the EPA mandate, Prince George's County must implement stormwater treatment measures throughout the County that will reduce the amount of nitrogen, phosphorus and sediment by 25, 24 and 20 percent respectively from 15,000 acres of polluted stormwater runoff by 2025. Compliance with this mandate requires the implementation of storm water management best practices at an estimated 46,000 locations throughout the County. Some of these storm water management best practices will be implemented in the City.

Late last year the County entered into a public-private partnership with the Corvias Group, of East Greenwich, Rhode Island. The agreement is a 30 year arrangement referred to as the Clean Water Partnership. Under this agreement Corvias will first oversee the retrofitting of 2,000 acres of impervious area within the County over the next three years. Just as a note the County, through its traditional means of procurement, is also retrofitting 2,000 acres concurrently with Covias.

Corvias has hired CH2M Hill of Englewood, Colorado to perform planning, design, and construction inspection for the first 2,000 acres. Representatives from CH2M Hill's Silver Spring office will attend the November 17 Worksession to present their City of College Park work plan.

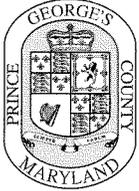
Under the provisions of the City Code Chapter 87 §22, the proposed work requires a permit from the Mayor and Council.

RECOMMENDATION

Council should authorize the City Manager to permit the Corvias Group to perform the work contracted to them through Prince George's County in the City, and that the work be overseen by the City Engineer.

Attachments

1. Letter dated September 4, 2012, acknowledging the City's intent to participate with Prince George's County SWRP and Fee.



THE PRINCE GEORGE'S COUNTY GOVERNMENT

Department of Environmental Resources

Office of the Director

September 4, 2012

Samuel E. Wynkoop, Jr.
Director

RECEIVED

SEP - 6 2012

**City of College Park
Administration Office**

Mr. Joseph L. Nagro
City Manager
City of College Park
4500 Knox Road
College Park, MD 20740

Dear Joseph L. Nagro:

Pursuant to the mandates of House Bill 987 (HB 987), Prince George's County is developing a Countywide Stormwater Restoration Program (SWRP). This program is a mandatory requirement stipulated in HB 987 which became effective July 2012 (see enclosure). The Bill requires all jurisdictions and municipalities in the State of Maryland to participate.

The purpose of the SWRP is to establish a stormwater remediation system of charges and to provide a roadmap for the County to improve stormwater through restoration work in your Community, the County and, ultimately, the Chesapeake Bay. The County recognizes that partnering with the municipalities is critical for the successful implementation of this program, which is scheduled to be in place by July 2013.

As stipulated by HB 987, this letter serves as a Notice of Intent to impose a stormwater remediation charge (fee or tax to be determined) on properties located within your municipality. Alternatively, HB 987 provides an opportunity for a municipality to develop and implement its own SWRP and system of charges in accordance with HB 987.

Municipalities should carefully consider all requirements and implications of developing a Stormwater Restoration Program and system of charges. Implementing a program is very complex and must be in accordance with COMAR Article 4-204, (highlights of Article 4-204 attached), and HB 987 both of which require comprehensive resources and organization to administer the program. Elements include, but are not limited to the following criteria; implementing a system of charges, a programming and planning department, engineering and plan review, capital improvements program, inspections, monitoring, and enforcement capabilities, operation and maintenance of facilities.

Mr. Joseph L. Nagro
September 4, 2012
Page Two

As you are aware, we have conducted meetings with Municipal Officials to provide the opportunity for information sharing and cooperation. Your municipality must decide whether they will choose to implement their own SWRP, or join in the implementation of an overall plan with the County. Your Municipality's decision to implement an individual plan or participate with the County's plan will significantly influence the scope and requisite implementation schedule. Therefore, we request that you formalize your decision by selecting a position below and returning this document to the Director of the Department of Environmental Resources, under your authorized title, and signature on behalf of the Municipality.

- The (City/Town) intends to participate with the County's SWRP and Fee.
- The (City/Town) does not intend to participate with the County's SWRP and Fee. We will meet the provisions of HB 987 independently from the County, and will coordinate this effort independently with the Maryland Department of the Environment.

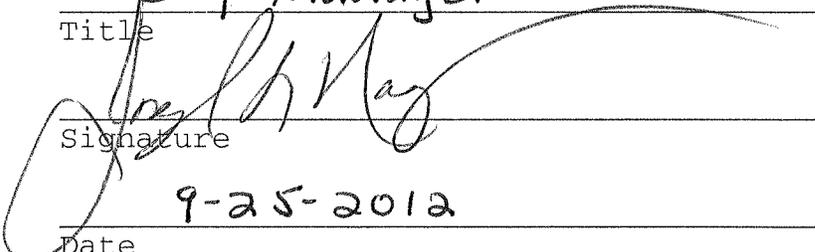
MDE Contact information:

Mr. Brian Clevenger, Acting Program Manager, Sediment, Stormwater and Dam Safety, Maryland Department of the Environment (MDE) at (410) 537-3543 or email: bclevenger@mde.state.md.us

Authorized Signature

Joseph L. Nagro
Printed Name

City Manager
Title


Signature

9-25-2012
Date

Mr. Joseph L. Nagro
September 4, 2012
Page Three

In order to accommodate the HB 987 implementation schedule, we ask that you return the document with your decision no later than October 22, 2012.

Should you have any questions or need additional information, please feel free to contact me at (301) 883-5812.

Sincerely,



Samuel E. Wynkoop, Jr.
Director

Enclosures (HB 987)
(Highlights of COMAR Article 4-204)

cc: Bradford L. Seamon, Chief Administrative Officer
Office of the County Executive

Thomas Himler, Deputy Chief Administrative Officer
for Budget and Finance

Carla A. Reid, Deputy Chief Administrative Officer
for Economic Development and Public Infrastructure

Beatrice P. Tignor, Municipal Liaison
Office of the County Executive

All County Council Members

15-R-25

RESOLUTION
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND
AMENDING RESOLUTIONS 97-R-17, 99-R-4 AND 10-R-13 TO CLARIFY THE
PURPOSE OF THE EDUCATION ADVISORY COMMITTEE AND CHANGE
MEETING REQUIREMENTS

WHEREAS, pursuant to 97-R-17, as amended by Resolutions 99-R-4 and 10-R-13, the Mayor and Council of the City of College Park ("Mayor and Council") established the Education Advisory Committee ("EAC"); and

WHEREAS, the EAC has recommended that the Mayor and Council clarify the EAC purpose to include building partnerships with other College Park entities and to recognize the fact that EAC meets monthly only during the school year; and

WHEREAS, the Mayor and Council have determined it is appropriate to adopt the recommendations of the EAC.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park, Maryland, that the resolution constituting the EAC be and it hereby amended to read as follows:

Section 1. The purpose of the Education Advisory Committee is to support, strengthen and promote the schools that College Park students attend by pursuing the following goals:

- A. Informing the community and the City on education issues and opportunities.
- B. Improving the image of our schools and other educational opportunities in College Park.
- C. Promoting parental and community involvement.

[Brackets] : Indicate matter deleted from law

D. Facilitating University of Maryland involvement.

E. [~~Promoting business school partnerships.~~] BUILDING PARTNERSHIPS WITH OTHER COLLEGE PARK ENTITIES (I.E. COLLEGE PARK CITY-UNIVERSITY PARTNERSHIP, LOCAL SCHOOL PTAS, ETC.).

F. Implementing the Pilot EAC report (Exhibit A).

Section 2. The duties and responsibilities of the EAC shall be to:

A. Meet [~~not less than~~] monthly DURING THE SCHOOL YEAR and report to the Mayor and Council at least twice a year or more frequently if requested by the Mayor and Council.

B. Establish strategies and programs to achieve the mission and the goals set forth in the Pilot EAC report.

C. Make recommendations to the Mayor and Council on matters relating to the objectives of the EAC.

D. Make recommendations to the Mayor and Council on legislative and administrative matters involving issues of importance to College Park residents.

E. Establish relationships with school principals and directors, PTAs, and school board representatives to identify issues and opportunities for the Mayor and Council, residents of College Park and prospective residents.

F. Implement the goals of the Committee in the context of their application to public, non-public, and home-school situations relating to the educational requirements for the

CAPITALS

: Matter added to resolution

[Brackets]

: Indicate matter deleted from resolution

children of College Park residents.

Section 3. The EAC shall have at least nine (9) members who shall be appointed by the Mayor and Council. One member shall be nominated by the University of Maryland and at least two members shall be appointed from each City Council district.

Section 4. All members shall be appointed for two (2) year terms.

Section 5. The Committee shall appoint the Chair and Vice-Chair of the Committee from among the members of the Committee.

Section 6. The EAC shall meet [~~at least~~] monthly DURING THE SCHOOL YEAR and shall report to the Mayor and Council not later than March 31 and September 30 of each year.

ADOPTED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the _____ day of _____, 2015

EFFECTIVE the _____ day of _____, 2015.

WITNESS:

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

CAPITALS
[Brackets]

: Matter added to resolution
: Indicate matter deleted from resolution

15-R-26

RESOLUTION
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND
AMENDING RESOLUTIONS 07-R-17 AND 10-R-20 TO CLARIFY THE PURPOSE
OF THE ANIMAL WELFARE COMMITTEE

WHEREAS, the Mayor and Council adopted Resolution 07-R-17, as amended by Resolution 10-R-20, to establish an Animal Welfare Committee; and

WHEREAS, the Mayor and Council have determined that it is appropriate to amend the purpose of the Committee to add two functions.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park, Maryland, that the resolution constituting the Animal Welfare Committee be and it hereby amended to read as follows:

BE IT RESOLVED AND ORDAINED by the Mayor and Council of the City of College Park that an Animal Welfare Committee be and it is hereby established.

I. PURPOSE

The purpose of the Animal Welfare Committee is as follows:

- A. Address issues related to domestic and wild animals in the City of College Park;
- B. Work with the City Animal Control Officer to plan activities and initiatives to promote animal welfare;
- C. Educate the community about responsible pet ownership, wildlife management and pest control;
- D. Advise the Mayor and Council on animal welfare related issues; and
- E. Coordinate with animal welfare and rescue organizations.
- F. ASSIST THE CITY'S ANIMAL CONTROL OFFICER IN PROVIDING CARE FOR SHELTERED ANIMALS.
- G. ASSIST THE CITY'S ANIMAL CONTROL OFFICER IN PROMOTING AND FACILITATING ADOPTIONS.

CAPS
 [Brackets]
 Asterisks * * *

: Indicate matter added to existing law.
 : Indicate matter deleted from law.
 : Indicate matter remaining unchanged in existing law but not set forth in the Resolution

II. COMPOSITION AND TERM

The committee shall be composed of up to fifteen members. The committee members shall be appointed by the Mayor and Council for three-year terms. A committee member may carry over in his term to and until the time that a successor is appointed.

ADOPTED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the _____ day of _____, 2015.

EFFECTIVE the _____ day of _____, 2015.

WITNESS:

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 : 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 the Resolution

15-R-27

**RESOLUTION OF THE MAYOR AND COUNCIL
OF THE CITY OF COLLEGE PARK, MARYLAND AMENDING THE CHARTER
FOR THE VETERANS MEMORIAL IMPROVEMENT COMMITTEE TO CHANGE
THE NAME OF THE COMMITTEE AND SPECIFY THE TYPES OF FLAGS TO BE
FLOWN**

WHEREAS, on May 1, 2001, the Mayor and Council adopted a Charter for the establishment of the Veterans Memorial Improvement Committee (“Committee”) which was amended on March 15, 2010; and

WHEREAS, the Committee has recommended to the Mayor and Council that the name of the Committee be changed to the “Veterans Memorial Committee”, and that the flags to be flown at the Veterans Memorial be specified; and

WHEREAS, the Mayor and Council have determined that it is in the public interest to amend the Charter for the Committee for these purposes.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park, Maryland, that the Charter for the Veterans Memorial Improvement Committee be and it is hereby amended to read as follows:

**CHARTER
For the
VETERANS MEMORIAL [~~IMPROVEMENT~~] COMMITTEE
And
GUIDELINES FOR THE USE AND MAINTENANCE
Of
THE COLLEGE PARK VETERANS MEMORIAL
Adopted by the College Park City Council
May 8, 2001 (Amended: March 15, 2010 AND November 30, 2015)**

I. Statement of Mission

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 the Resolution

“This memorial is dedicated to the men and women of the United States of America – veterans and volunteers – who gave of themselves so that the principles of justice, freedom, and democracy might be preserved.”

The memorial is maintained by the City of College Park and volunteers. This charter hereby establishes the Veterans Memorial ~~[Improvement]~~ Committee (“COMMITTEE”) as a standing committee of the City of College Park. The Committee shall advise and assist the City to ensure that the Memorial is used and maintained in a manner befitting the service and memory of those who served.

II. Membership

Members of the Committee shall be appointed by the Mayor and Council of the City of College Park to serve for a period of three years. Initial appointees shall be named to one, two, and three-year terms, one-third of the members to be named in each category. There shall be a minimum of nine members, and a maximum of thirteen, including at least one member from American Legion College Park Post 217 and one member from Veterans of Foreign Wars Phillips-Kleiner Post 5627. Members may be re-appointed for additional terms. The Department of Public Works shall appoint a staff person to serve as liaison to the Committee.

III. Chair

The Chair of the Committee shall be elected each year by the members of the Committee. A vice-chair may be elected as deemed appropriate by the Committee. These officers may be reelected to additional terms.

IV. Meetings

The ~~[VMIC]~~ COMMITTEE shall meet a minimum of four times a year.

V. Funding

The Veterans Memorial Fund shall be maintained by the Finance Department of the City of College Park. All contributions to the Fund and all revenues from the sale of Memorial memorabilia shall be paid to this Fund. The City in its annual budget shall provide funds for maintenance of the Memorial.

VI. Maintenance of the Memorial

The structure and grounds of the Memorial shall be inspected annually before April by members of the Committee and the following: The Public Works Director, the City Engineer, and the City Horticulturist. An Annual report incorporating recommendations for appropriate maintenance shall be submitted to the Mayor and Council in time for the annual budget review.

VII. Use of the Memorial

The Veterans Memorial is a monument of the City of College Park open to the use of the public, with the proviso that any use shall be dignified in nature, consistent with the purpose to which the Memorial is dedicated.

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 the Resolution

The [VMIC] COMMITTEE, in conjunction with American Legion Post 217 and VFW Phillips-Kleiner Post 5627, shall sponsor appropriate ceremonies at the Memorial at least twice a year, on Memorial Day and on Veterans Day, on the dates officially designated for national observance

Wreaths will be placed by the sponsoring organizations at these ceremonies. Other organizations and individuals may also place wreaths during these ceremonies and an Honor Guard will be available at the 11:00 a.m. ceremony to escort the placer of the wreath. All wreaths and stands should be removed by sundown on the following day. Those not removed will be disposed of by the Committee or its agents.

Appropriate tributes shall be permitted at other times; their prompt removal shall be the responsibility of the placer. Inappropriate items and items not promptly removed shall be removed at the discretion of the Committee or its agents. Should questions arise concerning appropriateness of a tribute, the decision of the Committee or its agents (e.g., City Staff members) shall be final.

Should any individual or organization wish to hold ceremonies at the Memorial, 30 days notice must be given to The [~~Veterans Memorial Improvement~~] Committee, care of the City Clerk, to obtain the approval of the [VMIC] COMMITTEE and so that appropriate measures (traffic control, etc.) may be taken if necessary. Inappropriate behaviors, such as walking on the wall and children playing games, are discouraged.

VIII. Responsibilities of the Members of the [VMIC] COMMITTEE

The [VMIC] COMMITTEE recommends policy with regard to the funding, design, construction, maintenance, and use of the Memorial. Members undertake fundraising activities and perform many duties in connection with the maintenance and use of the Memorial.

IX. Flags

A. Flags and lighting

THE FLAGS OF THE UNITED STATES, THE STATE OF MARYLAND, PRINCE GEORGE'S COUNTY AND THE CITY OF COLLEGE PARK SHALL BE FLOWN AT THE MONUMENT. All four flags will be flown 24 hours a day. The Monument and flags will be illuminated at night.

B. Lowering of flags to half-staff

On Memorial Day, the flags will be flown at half-staff in memory of those who gave their lives in the service of our country; the flags will be raised to full staff at 12:00 noon.

Also, the flags will be lowered to half-staff on the day of the funeral for veterans or service-connected volunteers of the College Park-Berwyn Heights area, members of American Legion College Park Post 217, and members of Veterans of Foreign Wars Phillips-Kleiner Post 5627. A register of names of individuals so honored will be maintained. In addition,

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 the Resolution

whenever the City of College Park lowers its flags to half-staff, the flags at the Veterans Memorial will also be lowered.

C. Replacement of flags

All flags will be replaced by the City as required.

X. **Expenditure of Funds**

The [~~VMIC~~] COMMITTEE may submit recommendations as to the expenditures to be made from the Veterans Memorial Fund. City staff shall have approval authority for expenditures up to \$500. [~~VMIC~~] COMMITTEE approval shall be required for expenditures above that amount.

XI. **Amendments to this Charter**

Any future amendments to this charter shall be circulated to the members of the [~~VMIC~~] COMMITTEE and to the members of the City Council prior to the meeting at which the amendments will be voted on.

INTRODUCED and **ADOPTED** by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the _____, 2015 .

EFFECTIVE the _____, 2015.

ATTEST:

CITY OF COLLEGE PARK

By: _____
Janeen S. Miller, CMC, City Clerk

By: _____
Andrew M. Fellows, Mayor

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

Suellen M. Ferguson, City Attorney

CAPS : Indicate matter added to existing law.
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15-R-28

RESOLUTION
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND
ADOPTING A POLICY REGARDING FUNDRAISING BY CITY-APPOINTED
AUTHORITIES, BOARDS, COMMISSIONS AND COMMITTEES AND THE
ADMINISTRATION OF FUNDS DEPOSITED WITH THE CITY
BY THE AUTHORITIES, BOARDS, COMMISSIONS AND COMMITTEES AND BY
OUTSIDE ENTITIES

WHEREAS, certain City-appointed Authorities, Boards, Commissions and Committees (“Boards”) may raise funds in a manner and for a purpose consistent with their charge; and

WHEREAS, at times, the City is asked to hold and disburse funds for outside groups; and

WHEREAS, the Mayor and Council have determined that it is in the public interest to adopt a policy to set forth the conditions and circumstances under which Boards may raise funds and the City will hold and administer these funds for Boards and for outside groups.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park, Maryland, that the following policy is and it is hereby adopted:

Section 1. Fundraising

City-appointed Authorities, Boards, Commissions and Committees (“Boards”) may raise funds only with permission of the City Council, in a manner and for a purpose consistent with their charter. This requirement is necessary because each group is identified with the City, and potential donors will rely upon the fact that the City endorses the activity. Before soliciting donations, a City-appointed group must approve by resolution the purpose for and eventual use of the donations. Any funds received as part of this effort must promptly be deposited with the City’s Finance Department. When available, the name of the donor and purpose of the deposit must be provided to the Finance Department. The Finance Department will issue a receipt for the donation when required or requested.

Funds raised for a specific purpose may not be used by any Board for a different purpose. The Finance Department will disburse funds only for an approved purpose. Approved purposes would include:

- Support of City-approved programs and initiatives.
- Support of activities that promote the purposes of the group as identified in their charter.
- Use of funds for programs/initiatives included in the group’s budget allocation from the City.

Social events for group members are not approved purposes for use of donated funds.

The same rules apply to solicitation of goods or services by a City-appointed group.

If there is a question about whether the proposed use of funds, goods or services is appropriate, the Board should contact the Finance Director or the City Clerk before committing any funds.

Section 2. Administration of funds deposited with the City

At times, the City is asked to hold and disburse funds for outside groups (i.e., donations to the College Park Estates/Yarrow Neighborhood Watch or for the Berwyn Mural). If the City holds and administers these funds, administrative burdens on the outside groups are reduced. In addition, for outside groups and City Boards, donations to the City allow the donors to claim a deduction on their taxes. Once received, such funds are entrusted to the City for a specific purpose. The City has a fiduciary and legal responsibility pertaining to their disbursement, which is based on the donor’s intent and IRS rules and regulations. In order for the City to administer funds properly, the purpose of the donation must be clear and must be followed. Expenditures will only be made within the approved donation purposes.

Section 3. Disbursement of funds held for a City Board

Disbursements must be approved by the vote of the Board and conveyed to the Finance Director through the staff liaison and/or City Clerk and should be reflected in the minutes. Checks are issued every Friday for disbursement requests received and approved by Wednesday.

ADOPTED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the _____ day of _____, 2015

EFFECTIVE the _____ day of _____, 2015.

WITNESS:

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

15-G-121

15-G-132

MOTION

I move that the City Council provide the following comments to the Prince George's County Planning Board on Detailed Site Plan 13045 for the South Core of Greenbelt Station, Phase III:

- 1. Revise the site plan to relocate the pedestrian overpass to the area shown as Alignment 2 in the City of College Park Pedestrian Overpass Feasibility Study (copy attached).**
 - a. Remove townhomes on lots 34, 35, 40 and 41.**
 - b. Dedicate a 50-foot Public Use Easement to accommodate a 12-foot wide trail and 16-foot wide bridge per AASHTO Guidelines.**
- 2. Show a detail for the proposed sound wall that uses an absorptive material or coating in order to mitigate reflective noise.**
 - a. The absorptive material or coating shall have a Noise Reduction Coefficient (NRC) of 0.70 or greater.**
 - b. The absorptive material or coating shall be used for the entirety of the west side of the wall facing the railroad tracks.**
- 3. Revise the site plan to provide more detail for the retail site on lot 116 including the building footprint and access.**

COMMENTS

- The project is located entirely within the City of Greenbelt and is subject to a Development Agreement between the City of Greenbelt and the Applicant, as well as revised conditions of approval related to the Conceptual Site Plan.
- The District Council resolution for CSP-01008-02 states that the “general location of the College Park pedestrian overpass shall be on the west side of the railroad south of the city’s Public Works facility on industrial-zoned property west of the tracks...”
- An independent study by the City examined opportunities for construction of the pedestrian overpass and found only one feasible location that conformed with the condition. No design or construction funding is currently provided for the bridge.
- The overall density of the project and related traffic impacts are in conformance with previous Conceptual Site Plan and Preliminary Plan conditions. The total am and pm peak hour trips generated by this project are 242 trips. Previously approved development for the South Core generates a total of 851 peak hour trips for a total of 1,093 trips generated by the build out of the South Core. This is below the total trip cap maximum of 1,345 trips that can be generated based on the transportation improvements that are required and under construction.
- Based on city staff discussions with HUSH Acoustics LLC, noise consultants for the project, the impacts of reflective noise from the proposed sound wall on nearby residences should be negligible due to the distance of the nearest homes to the railroad tracks. Use of an absorptive coating or material for the sound wall is expected to mitigate this concern.

15-G-134

MOTION

I move that the Council adopt a letter to the Board of License Commissioners for Prince George's County ("BOLC"), in substantially the form attached, to present the City's position with respect to the Show Cause Hearing to be held by the BOLC concerning an incident which occurred on September 26, 2015 at DKL Investments, Inc., t/a Backyard Sports Grill, located at 7313 A and B Baltimore Avenue, College Park, Maryland 20740. The letter requests that, based on the severity of the case, and the fact that this is the second incident involving a serious violation of the law, the liquor license for this premises be revoked, and that the BOLC take any other action necessary to prevent further threats to the public health and safety. City staff is authorized to appear at the show cause hearing to present the City's position.

DISCUSSION

On September 26, 2015, an incident occurred inside the Backyard Sports Grill that involved a large fight during early morning hours. Security personnel were unable to break up the fight, which then spilled into the street. During the altercation, an off-duty Prince George's County police officer who was working secondary employment at the premises was assaulted. It has also been determined that a promoter was involved in the entertainment, which is a violation of BOLC rules. This occurred in spite of the fact that the owners had assured the Mayor and Council during a work session on September 15, 2015 that they would cease using promoters. This is the second incident that has occurred at the premises in the recent past involving a violent incident and use of promoters. Revocation of the license is necessary to prevent any further threats to public health and safety.

November 24, 2015

Charles W. Caldwell, III, Chairman
Board of License Commissioners of Prince George's County
9200 Basil Court, Suite 420
Largo, Maryland 20774

Re: Show Cause Hearing – Backyard Sports Grill

Dear Chairman Caldwell:

A show cause hearing has been set before the Board of License Commissioners (“Board”) for December 2, 2015, with respect to an incident which occurred on September 26, 2015, at DKL Investments, Inc., t/a Backyard Sports Grill, located at 7313 A and B Baltimore Avenue, College Park, Maryland 20740 (“Property”). This letter states the position of the City of College Park with respect to the show cause hearing.

The City appeared at the original Board hearing to consider granting a liquor license to this establishment, which occupies a corner property that had been the scene of security issues for the prior license holder. After discussion, the Mayor and Council eventually voted not to oppose the application on condition that the owners to sign a Property Use Agreement (“Agreement”). This Agreement specifically requires compliance, at minimum, with any security plan adopted as part of an entertainment license and prohibits the use of promoters for entertainment. These provisions were central to the City’s support of the liquor license for this Property.

At a work session on September 15, 2015, the Mayor and Council reviewed the facts surrounding a prior incident involving a violent altercation that occurred on July 31, 2015. Dr. Dana Lee, a holder of this liquor license, was present at the work session and acknowledged to the Mayor and Council that the use of promoters was prohibited and agreed to no longer use one. Councilmembers stated that the disregard of the security plan and Agreement were causing great concern on the part of the City, which wants to avoid any repetition of the violence that plagued this corner under the prior licensee.

Despite these assurances to the City, on September 26, 2015, the license holders again used a promoter and a large fight occurred inside the premises during early morning hours. Security personnel were unable to

break up the fight, which then spilled out into the street. During the altercation, an off-duty Prince George's County police officer who was working secondary employment at the premises was assaulted. It is clear that the current license holders are not in control the events that occur at this establishment. The recent events constitute a threat to the public health and safety.

As a result of the show cause, the Board may fine the licensee, continue or revoke the Special Entertainment Permit and/or the liquor license, and/or take any other appropriate actions. The Mayor and Council voted on November 24, 2015, to request that the BOLC revoke the liquor license for this Property, and take any other action necessary to prevent further threats of this nature to the public health and safety. Thank you for your consideration of our request.

Sincerely,

Andrew M. Fellows
Mayor

cc: College Park City Council

15-G-135

MEMORANDUM

TO: Mayor and City Council
FROM: Bill Gardiner, Assistant City Manager
THROUGH: Scott Somers, City Manager
DATE: November 20, 2015
SUBJECT: Four Cities letter re: MD 193 Streetscape Project

ISSUE

The City of Greenbelt has requested a Four Cities letter to the County Council prioritizing the Greenbelt Road Streetscape Improvement Project.

SUMMARY

Prince George's County annually sends to the Maryland Department of Transportation a priority list of State transportation projects in the County. The County list has many different categories based on the State funding source (transit, transit-oriented development, and State Highway Administration), and different categories within each funding source with a project list in order of priority. Last year's list included the State Highway Administration categories of construction projects, planning projects, beautification projects, community enhancement projects, trail/bikeways, and park trail projects.

The City of Greenbelt is requesting the Four Cities sign a joint letter (attached) to the County Council. The letter requests a planning project called "Greenbelt Road Streetscape Improvement Project" be moved from the number two planning priority to the number one planning priority. The project description* in last year's County letter to the State is:

MD 193, University Blvd. (to be completed in phases)
Phase I MD 650 to Adelphi Rd.
Phase II US 1 to Hanover Pkwy.

Improve pedestrian and vehicular safety, intersection improvements, provide street lighting, community enhancement, critical to improve pedestrian safety before and as part of Purple Line

(*note: the boundaries of the project are incorrect in the description, but correct in the Four Cities letter.)

The number one project planning priority was interchange improvements on Indian Head Highway in southern Prince George's County. The planning project closest to College Park was the number four planning priority for a project in the Riverdale area.

The City's top priority, the Baltimore Avenue Reconstruction, was the County's second priority in the construction category (I-95/Greenbelt Metro access was the first priority). Phase 1 of the Baltimore Avenue project has received construction funding. The proposed Four Cities letter does not impact the City's position on the Baltimore Avenue project, or impact other projects in College Park.

RECOMMENDATION:

Council authorize the Mayor to sign the attached letter from Four Cities requesting that the Greenbelt Road Streetscape Improvement Project be moved from second to first priority for planning projects in the County's 2015 list to the State.

Attachments: Draft Letter from Four Cities regarding State funding for the planning phase of improvements to MD 193

November 10, 2015

The Honorable Mel Franklin
Prince George's County Council
14741 Governor Oden Bowie Drive
Upper Marlboro, MD 20772

Dear Chair Franklin:

Years ago, the State Highway Administration (SHA) developed plans to make Greenbelt Road (MD 193) a more neighborhood, pedestrian and bicycle friendly roadway between Baltimore Avenue (US 1) and Cipriano Road. This project is called the Greenbelt Road Streetscape Improvement Project. It was put on hold in 2002 as SHA resources were directed to the Inter-County Connector and then reduced due to the recession.

Greenbelt Road is a major east-west roadway in the County and a gateway through our communities. This project would change an unattractive vehicle-oriented roadway which has too many curb-cuts, intersections, signs, power poles, etc. into a more attractive neighborhood Main Street type roadway prioritizing safe pedestrian and bicycle use as well as vehicle use.

Last year this project was second on the County's priority list for project planning. We urge that it move higher on the County's 2016 priority list, so that it can be considered for funding and construction in future years.

Sincerely,

Jodie Kulpa-Eddy, Mayor
Town of Berwyn Heights

Andrew M. Fellows, Mayor
City of College Park

Emmett V. Jordan, Mayor
City of Greenbelt

Andrew C. Hanko, Mayor
City of New Carrollton

/amb

cc: City Council
Honorable Rushern L. Baker, III
Honorable Todd M. Turner
Honorable Dannielle M. Glaros
Pete K. Rahn, Secretary, MDOT
Brian Young, SHA, District 3 Engineer
Darrell Mobley, Director, Prince George's County
Department of Public Works & Transportation
Victor Weissberg, Special Assistant to the Director,
County DPW&T

15-0-05

MOTION:

I move to adopt Ordinance 15-O-05, An Ordinance of the Mayor and Council of the City of College Park to Amend the Fiscal Year 2016 Operating and Capital Budget of the City of College Park, Maryland (Amendment #1).

COMMENTS:

This budget amendment ordinance was introduced on November 10th and a public hearing was held earlier this evening.

Our auditors have changed the financial statement treatment of our purchase of prior service credit in the Maryland State Retirement Plan (MSRP) by booking the full amount of the purchase in fiscal year 2015. This change does not affect the financial condition of the City; it is simply an accounting adjustment to the statement of revenues and expenditures to comply with generally accepted accounting principles (GAAP). As the full amount of the purchase was booked in the fiscal year 2015 financial statements, it is not necessary for us to budget \$250,000 each in fiscal years 2016 and later for repayment to the General Fund.

The attached revised FY2016 budget amendment #1 does not change the -0- use of unassigned reserve. It amends the FY2016 budget to:

1. Eliminate the FY2016 budgeted expenditure of \$250,000 for repayment to the General Fund for the MSRP prior service credit purchase,
2. Provide \$7,000 for University of Maryland program contributions to cover the Council-approved contribution to the IFC tailgates,
3. Provide \$15,000 for the Council-approved rental of voting machines for the November 3rd elections, and
4. Provide \$228,000 in additional funding for the City Hall Expansion (C.I.P. project 041003) to cover design and construction of a new City Hall. The City Hall project funding will ultimately reduce the amount the City has to borrow for a new City Hall.

The ordinance would increase the current unassigned reserve balance from 17.7% to 29.4% of the FY 2016 expenditure budget.

ORDINANCE 15-O-05

**An Ordinance of the Mayor and Council of the City of College Park
to Amend the Fiscal Year 2016 Operating and Capital Budget
of the City of College Park, Maryland (Amendment #1)
(revised 10/23/15)**

WHEREAS, the Mayor and Council of the City of College Park, Maryland did adopt a budget for the fiscal year beginning July 1, 2015 and ending June 30, 2016 (hereinafter referred to as “Fiscal Year 2016” or “FY2016”) on May 26, 2015 by the enactment of Ordinance 15-O-03; and

WHEREAS, the Mayor and Council of the City of College Park, Maryland desire to amend the FY2016 adopted budget in order to provide an increased expenditure budget and an additional interfund transfer to a Capital Improvement Program (“C.I.P.”) project.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the City of College Park, Maryland, that the budget for fiscal year 2016 be, and hereby is, amended in accordance with the following schedule, with said amendments being indicated by asterisks in the right column. The individual budget amendment changes are itemized in Appendix A, attached hereto and incorporated herein by this reference.

General Fund

	<u>Budget as Adjusted</u>	<u>As Amended by this Ordinance</u>
Revenues		
Taxes	\$ 10,900,642	\$ 10,900,642
Licenses & Permits	1,193,935	1,193,935
Intergovernmental	261,772	261,772
Charges for Services	999,078	999,078
Fines & Fees	2,510,600	2,510,600
Miscellaneous Revenues	194,569	194,569
<i>Total Operating Revenues</i>	\$ 16,060,596	\$ 16,060,596
Non-Revenue Receipts		
Interfund Transfer from Parking Debt Service Fund	257,392	257,392
Use of Unassigned Reserve	0	1,500,000 *
Total Revenues	\$ 16,317,988	\$ 17,817,988 *

Expenditures

General Government	\$ 3,305,207	\$ 4,327,207 *
Public Services	4,019,776	4,019,776
Planning, Community & Economic Development	664,463	664,463
Youth, Family & Senior Services	1,114,881	1,114,881
Public Works	5,215,750	5,215,750
Contingency	10,000	10,000
Debt Service	557,411	557,411
Interfund Transfers to Capital Projects Fund	<u>1,430,500</u>	<u>1,908,500</u> *
Total Expenditures	<u>\$ 16,317,988</u>	<u>\$ 17,817,988</u> *

Parking Debt Service Fund

	<u>Budget as Adjusted</u>	<u>As Amended by this Ordinance</u>
Revenues		
Highways & Streets		
Parking Meter Revenue	\$ 205,000	\$ 205,000
Fines		
Parking Fines Revenue	<u>45,000</u>	<u>45,000</u>
Total Revenues	<u>\$ 250,000</u>	<u>\$ 250,000</u>

Expenditures

Interfund Transfer to General Fund	<u>\$ 257,392</u>	<u>\$ 257,392</u>
Total Expenditures	<u>\$ 257,392</u>	<u>\$ 257,392</u>

BE IT FURTHER ORDAINED that:

1. All matters and facts contained in Ordinance 15-O-03 other than the amendments contained herein shall remain in full force and effect;
2. In addition to the projected General Fund operating revenue of \$16,060,596, the amount of \$1,500,000 is appropriated from the unassigned reserve and the sum of \$257,392 is transferred from the Parking Debt Service Fund;
3. This budget amendment Ordinance provides for an increased expenditure budget and an additional interfund transfer to the Capital Improvement Program (C.I.P.), as itemized in Appendix A, attached hereto and incorporated herein by this reference. The net result is a \$1,500,000 increase in the budgeted use of

unassigned reserve from \$0 to \$1,500,000 in order to utilize a fiscal year 2015 surplus of \$1,500,000, and

4. This Ordinance shall become effective at the expiration of twenty (20) calendar days following its adoption.

AND BE IT FURTHER ORDAINED by the Mayor and Council of the City of College Park, Maryland that, upon introduction of this Ordinance, the City Clerk shall distribute a copy of the same to each council member and shall publish a fair summary of this Ordinance in a newspaper having general circulation in the City, together with a notice setting out the time and place for a public hearing hereon and for its consideration by the Council.

A public hearing will be held on the proposed Ordinance at 7:00 p.m. on the 24th day of November, 2015 in the Council Chambers, City Hall, 4500 Knox Road, College Park, Maryland. The public hearing will be held in connection with a regular Council meeting. All persons interested will have an opportunity to be heard. After the public hearing, the Council may adopt the proposed Ordinance, with or without amendment, by the affirmative vote of at least six (6) members of the Council. It shall become effective twenty (20) days following its adoption. After its 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 shall have copies of the adopted Ordinance available at City offices.

Introduced on the 10th day of November, 2015

Adopted on the _____ day of _____, 2015

Effective on the _____ day of _____, 2015

Andrew M. Fellows, Mayor

ATTEST:

Janeen S. Miller, CMC, City Clerk

APPROVED AS TO FORM:

Suellen M. Ferguson, City Attorney

CITY OF COLLEGE PARK, MARYLAND
Ordinance 15-O-05, Appendix A
Itemized FY2016 Budget Amendment #1 Changes

Program	Description	Increase (Decrease)
Revenues- Unassigned Reserve Transfer 399.00	Use of Unassigned Reserve in Adjusted Budget	\$ 0
Gen Govt-Board of Election Supr- 1012	Add FY16 budget for rental of voting machines for November 2015 municipal elections (account 1012-4825)	15,000
Gen Govt-Publ Relations-1017	Add FY16 budget for University of Maryland program contributions (account 1017-2541)	7,000
Gen Govt- Finance-Non Departmental- 1025	Increase FY16 budgeted repayment to the General Fund for the MSRP prior service credit purchase from \$250,000 to \$1,250,000 in order to shorten the repayment period (account 1025-1127).	1,000,000
Interfund Transfers-9210	Provide \$478,000 in additional funding for the City Hall Expansion (C.I.P. project 041003) to cover design and construction of a new City Hall.	<u>478,000</u>
Revenues- Unassigned Reserve Transfer 399.00	Use of Unassigned Reserve in Amended Budget	<u>\$ 1,500,000</u>

15-0-07

AN ORDINANCE
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK,
AMENDING CHAPTER 11 “AUTHORITIES”, ARTICLE II, “AIRPORT AUTHORITY”,
§11-5 “CREATION; MEMBERS; COMPENSATION; CONFLICTS OF INTEREST”
AND §11-6, “PURPOSE; USE OF AIRPORT”; CHAPTER 15 “BOARDS,
COMMISSIONS AND COMMITTEES”, ARTICLE II, “COLLEGE PARK
RECREATION BOARD”, §15-3, “MEMBERSHIP; TERMS” AND ARTICLE VIII,
“COMMITTEE FOR A BETTER ENVIRONMENT”, §15-34, “POWERS AND DUTIES” ;
AND CHAPTER 179 “TREE AND LANDSCAPE MAINTENANCE”, §179-2, “PURPOSE;
APPLICABILITY”, §179-5, “TREE AND LANDSCAPE BOARD” AND §179-6,
“COMPREHENSIVE LANDSCAPE PLAN; COSTS” TO INCORPORATE CHANGES
RECOMMENDED BY THE AIRPORT AUTHORITY, COMMITTEE FOR A BETTER
ENVIRONMENT AND THE TREE AND LANDSCAPE BOARD, TO REMOVE
CERTAIN REFERENCES TO CONFLICTS OF INTEREST FROM §11-5, TO SET THE
MEMBERSHIP OF THE RECREATION BOARD AT UP TO TEN MEMBERS WITH
THE GOAL OF REPRESENTATION FROM EACH DISTRICT, AND TO MAKE
CERTAIN NON-SUBSTANTIVE CHANGES

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 this authority, the Mayor and Council by ordinance and resolution have appointed various Authorities, Boards, Commissions and Committees to assist in the good governance of the City; and

WHEREAS, the Mayor and Council have engaged in a review of the enabling legislation, activities and recommendations of the Authorities, Boards, Commissions and Committees and have determined that certain changes to the City Code are in the public interest.

Section 1. NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland, that Chapter 11 “Authorities”, Article II,

CAPS
 [Brackets]
 Asterisks * * *

: Indicate matter added to existing law.

: Indicate matter deleted from law.

: Indicate matter remaining unchanged in existing law but not set forth in Ordinance

“Airport Authority”, §11-5, “Creation; members; compensation; conflicts of interest” of the Code of the City of College Park be, and is hereby, repealed, reenacted and amended to read as follows:

§11-5 Creation; members; compensation; conflicts of interest

A. There is hereby created and established the College Park Airport Authority, hereinafter sometimes referred to as the "Authority," which shall consist of seven members, all of whom shall reside in and be qualified voters of the City of College Park, Maryland. The members shall be appointed by the Mayor and City Council and shall serve ~~[for such a term or terms as decided by said appointing body]~~ FOR A TERM OF THREE YEARS. Vacancies shall be filled by the Mayor and City Council for any unexpired portion of a term. Members of said Authority shall serve without compensation.

B. Members of the Authority shall disclose to the Authority and the Ethics Commission any conflict of interest, as that term is DEFINED IN ~~[understood in the Maryland Common Law and]~~ the College Park Ethics Code, and shall refrain from voting or taking action on any matter concerning which that member has a potential conflict of interest~~[- such as owning all or a portion or share of a flying club aircraft and voting or taking action on the regulation of any flying club or their aircraft that might affect that members' interest or ownership in a financial way. "Conflict of interest" shall refer to a real conflict and not to some insignificant matter such as owning stock in General Motors and voting on the purchase of a motor vehicle.]~~ Clarification and recommendations concerning doubtful situations can be requested [øf] FROM the City'S Ethics Commission.

Section 2. **BE IT FURTHER ORDAINED AND ENACTED**, by the Mayor and Council of the City of College Park, Maryland, that Chapter 11 “Authorities”, Article II, “Airport Authority”, §11-6, “Purpose; use of airport” of the Code of the City of College Park be, and is hereby, repealed, reenacted and amended to read as follows:

§11-6 Purpose; use of airport.

A. * * * *

B. The Authority shall encourage use of the airport as an ONGOING OPERATIONAL AIRPORT AS WELL AS AN historical, recreational and educational center and promote good community relations. It will recommend to the Mayor and Council its findings for action.

Section 3. **BE IT FURTHER ORDAINED AND ENACTED**, by the Mayor and Council of the City of College Park, Maryland, that Chapter 15 “Boards, Commissions and Committees”, Article II, “College Park Recreation Board”, §15-3, “Membership; terms” of the Code of the City of College Park be, and is hereby, repealed, reenacted and amended to read as follows:

§15-3 Membership; terms.

~~[Effective March 30, 1999, m]~~ Membership on the College Park Recreation Board shall be COMPOSED OF UP TO 10 members~~[: two from each Council district]~~ appointed by the Mayor and Council for three-year terms ~~[and two members nominated by the Mayor and confirmed by the Mayor and Council for three year terms,]~~ WITH A GOAL OF REPRESENTATION FROM EACH DISTRICT.

Section 4. **BE IT FURTHER ORDAINED AND ENACTED**, by the Mayor and Council of the City of College Park, Maryland, that Chapter 15 “Boards, Commissions and Committees”, Article VIII, “Committee for a Better Environment”, §15-34, “Powers and duties” of the Code of the City of College Park be, and is hereby, repealed, reenacted and amended to read as follows:

§15-34. Powers and duties.

The Committee shall advise the Mayor and Council on environmental issues affecting the lives of College Park residents and shall initiate and implement [~~beautification~~] SUSTAINABILITY efforts. The duties and responsibilities of the Committee shall be established by resolution of the Mayor and City Council.

Section 5. **BE IT FURTHER ORDAINED AND ENACTED**, by the Mayor and Council of the City of College Park, Maryland, that Chapter 179 “Tree and Landscape Maintenance”, §179-2, “Purpose; applicability” of the Code of the City of College Park be, and is hereby, repealed, reenacted and amended to read as follows:

§179-2. Purpose; applicability

A. – B. * * * *

C. The organizational provisions of this chapter create positions and a Board whose purposes are to:

(1) – (4) * * * *

(5) Guard [aH] plants against the spread of diseases or pests.

(6) * * * *

D. When it is in the public interest, the City reserves the right to protect trees on private lands from diseases, pests or destruction [by humans].

Section 6. BE IT FURTHER ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland, that Chapter 179 “Tree and Landscape Maintenance”, §179-5, “Tree and Landscape Board” of the Code of the City of College Park be, and is hereby, repealed, reenacted and amended to read as follows:

§179-5. Tree and Landscape Board.

A. Board membership and operation.

(1) * * * *

(2) The Board shall have the following nine voting members: five [citizens] RESIDENTS of the City appointed by the Mayor and Council of the City of College Park, the Chairperson of the Committee for a Better Environment or designee, the City Forester, the Planning, Community and Economic Development Director or designee and the Public Works Director or designee.

(3) The five Board members appointed by the Mayor and Council shall serve staggered, two-year terms. [~~except in the year the Board is established. In the year the Board is established, three appointments shall be for one year and two for two years. Thereafter, all appointments shall be made for two-year terms.~~]

(4) * * * *

(5) The Board shall choose its own officers, adopt its own rules of procedure, subject to approval of the Mayor and Council, and keep an official record of its meetings and proceedings. A majority of its [appointed] members shall constitute a quorum for the purpose of transacting business.

B. Duties and responsibilities of the Board.

(1) [~~On an annual basis, t~~] The Board shall:

(a) * * * *

CAPS/**BOLD** : Indicate matter added to existing law.
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- (b) [~~Write~~] REVIEW plans for the selection, installation and maintenance of landscape plantings and removal of questionable trees, shrubs and ground covers on public ways or public areas within the City limits.
 - (c) Present [~~its~~] plans, INCLUDING THE VEGETATION MANAGEMENT PLAN, to the Mayor and Council, which, when accepted and approved by the Mayor and Council, shall constitute the [~~official-comprehensive~~] landscape plan for the City.
 - (d) Oversee the administration of the [~~comprehensive~~] CITY landscape plan.
- (2) – (6) * * * *

Section 7. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that, that Chapter 179 “Tree and Landscape Maintenance”, §179-6, “Comprehensive landscape plan; costs” of the Code of the City of College Park be, and is hereby, repealed, re-enacted and amended to read as follows:

§179-6, [~~Comprehensive~~] CITY landscape planS; costs.

- A. The Public Works Director shall be responsible for the installation, maintenance and removal of trees, shrubs and ground covers within the specifications and standards established by the City Forester and the Tree and Landscape Board in accordance with the [~~comprehensive~~] landscape plan.
- B. * * * *

Section 8. 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 7:15 P.M. on the 12th day of January, 2016, shall follow the publication by at least seven (7) days, may be held separately or in connection with a regular or

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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 _____, 2016 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 _____ 2015.

ADOPTED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the _____ day of _____ 2016.

EFFECTIVE the _____ day of _____, 2016.

ATTEST:

CITY OF COLLEGE PARK

Janeen S. Miller, CMC, City Clerk

, Mayor

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

Suellen M. Ferguson, City Attorney

15-G-133

Appointments to Boards and Committees

15-G-133

Mayor Fellows:

- Appoint Jennifer Rigg to the Ethics Commission

Councilmember Hew:

- Appoint Adam Killian to the Committee for a Better Environment

Councilmember Brennan:

- Appoint Kathy Rodeffer to the Animal Welfare Committee