



TUESDAY, JUNE 7, 2016
CITY OF COLLEGE PARK
COUNCIL CHAMBERS

WORKSESSION AGENDA
7:30 P.M.

COLLEGE PARK MISSION STATEMENT

The City Of College Park Provides Open And Effective Governance And Excellent Services That Enhance The Quality Of Life In Our Community.

| Time | Item | | Staff/Council |
|-------------------------|------|--|---|
| 7:30 | | Call to Order | |
| | | City Manager's Report | |
| | | Amendments to and Approval of the Agenda | |
| Discussion Items | | | |
| 7:35 | 1 | Discussion of Landlord Orientation Pilot Program (20) Guests: Lisa Miller | NQOL Best Practices Subcommittee |
| 7:55 | 2 | Follow-up to the January 5 discussion of recommendations by the Noise Control Board (20) | Suellen Ferguson, City Attorney and Bob Ryan, Director of Public Services |
| 8:15 | 3 | Allocation of FY 2017 Program Open Space funds (15) | Steve Beavers, Community Development Coordinator |
| 8:30 | 4 | Proposed Revisions to the City's "48 hour parking" rule (20) | Bob Ryan, Director of Public Services |
| 8:50 | 5 | Resolution to create a Martin Luther King, Jr. Tribute Committee (15) | Councilmember Dennis and Janeen Miller, City Clerk |
| 9:05 | 6 | Report from "Council Internship Program Subcommittee" (20) | Councilmember Kabir |
| 9:25 | 7 | Introduction of Charter Amendment 16-CR-01 to amend the notice requirements in the City Charter to eliminate the requirement for notice in a newspaper of general circulation (10) | Suellen Ferguson, City Attorney |

| | | | |
|------|----|--|---|
| 9:35 | 8 | Requests For/Status of Future Agenda items | Bill Gardiner, Assistant City Manager |
| 9:40 | 9 | Appointments to Boards and Committees | Mayor and Council |
| 9:45 | 10 | Mayor and Councilmember Comments | Mayor and Council |
| 9:50 | 11 | City Manager's Comments | Bill Gardiner, Assistant City Manager |

This agenda is subject to change. Item times are estimates only. 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 and describe the assistance that is necessary. City Clerk's Office: 240-487-3501

1

Landlord
Orientation
Pilot
Program



**CITY OF COLLEGE PARK, MARYLAND
WORKSESSION AGENDA ITEM**

Prepared By: Robert W Ryan
Public Services Director

Meeting Date: June 7, 2016

Presented By: Robert W Ryan
Public Services Director

Consent Agenda: No

Originating Department: Public Services

Action Requested: Discuss and provide direction, if appropriate, to staff on how to proceed concerning the Neighborhood Quality of Life (NQoL) Best Practices Sub-Committee recommendation to produce and present an orientation program pilot project for Best Practices for Rental Property Owners.

Strategic Plan Goal: Goal 1– One College Park

Background/Justification:

The NQoL Best Practices Sub-Committee has proposed an orientation program for new rental property owners. A draft for the pilot project program has been prepared and attached. A presentation by peer property owners and City staff is anticipated. The presentation is proposed to be in a role-play format to maintain interest in the presentation. City staff support would be required for the program. The primary goal of this project is to provide essential information to new rental property owners so that they may meet the quality of life expectations for rental properties in College Park. NQoL property owner representatives have been invited to present the orientation pilot project proposal to the Council.

Fiscal Impact:

An estimated 20 hours of various Public Services staff support for planning, preparation, and presentation is anticipated.

Council Options:

- #1: Provide direction, if appropriate, to staff on how to proceed concerning the NQoL Best Practices Sub-Committee recommendation to produce and present an orientation program pilot project for Best Practices for Rental Property Owners.
- #2: Direct staff to conduct additional research.

Staff Recommendation:

#1:

Recommended Motion:

NA

Attachments:

- 1. Draft Best Practices Program

Agenda

Best Practices for Rental Property Owners

College Park, MD

7:00-7:10 pm – Welcome and Introduction

My name is _____ and we are here tonight to share and discuss what we consider to be best practices for property owners, particularly those that rent to the student population. This session is not meant to cover all of the best practices related to rental properties. It is meant to address what a working group – comprised of landlords, residents, code enforcement, etc. - has defined as “Quality of Life” related issues. These types of issues relate mostly to parties or loud gathers and trash. We realize that renting to this population can be challenging and our suggestions today are meant to help you to protect your investment, property and reputation. These suggestions are also meant to alleviate the tensions between long term city residents, students and rental property owners.

You might be asking why now or what has changed that would prompt this orientation. Over the course of the past two years there have been a number of regulatory and enforcement changes that directly impact your ability to rent should there be ongoing problems with your tenants. The University & Prince George’s County Police and the City of College Park Code Enforcement have developed a task force called CMAST to collate, track and monitor all citations related to each rental property in College Park. If there are 2 or more citations, police actions, etc. within a 12 month time period the landlord can be referred to a newly created Nuisance Abatement Board which is administered through Prince George’s County. Among other things, the Nuisance Abatement Board has the authority to revoke your rental license and levy significant fines. It is imperative that you are as proactive as possible to protect your investment.

We would suggest that although your tenants are responsible for their own behavior there are a number of suggested items to include in your lease and action you should take both prior to signing a lease and once you are alerted to a neighborhood problem.

But before we get into the content we thought we might do a little role play to illustrate what can often be a more typical problem and reaction to these kinds of problems. We will follow that up with a role play of what it might look like once you adopt the concepts we will share.

7:10 – 7:25 pm Role Plays

Role Play 1:

Situation: Loud party reported at house. Code or neighbor calls landlord at 11 pm at night.

Phone rings

Neighbor: Is this the owner of 444 College Avenue?

Landlord: Yes

Neighbor: I am calling because your tenants have been having a loud party all day and it is going into the night and I am sick of this?

Landlord: Did you call code enforcement or the police?

Neighbor: Yes, I have called but they have not responded. This group has been a real problem. I have work tomorrow and they are yelling and screaming. You have to do something.

Landlord: What do you want me to do? I would suggest you call code or police.

Or, second scenario, the landlord is slightly more engaged

Landlord: OK, sorry to hear that let me see if I can reach the tenants.

Tenant: Is this Sue Student?

Student Renter: Yes

Landlord: I received a call from the neighbor about a party. Are you guys having people over tonight?

Student: We have a few people but we are inside. The police came by an hour ago and said we were ok.

Role Play 2: A More Produce Response

Phone rings

Neighbor: Is this the owner of 444 College Avenue?

Landlord: Yes

Neighbor: I am calling because your tenants have been having a loud party all day and it is going into the night and I am sick of this?

Landlord: Did you call code enforcement or the police?

Neighbor: Yes, I have called but they have not responded. This group has been a real problem. I have work tomorrow and they are yelling and screaming. You have to do something.

Landlord: I am sorry to hear that. My lease contains language that prohibits gathers of more than 15 people and I shared with them the importance of respecting their neighbors. I will reach out them directly and call you back.

Neighbor: Great, thank you.

Flesh out different scenario

Or, second scenario, the landlord is slightly more engaged

Landlord: OK, sorry to hear that let me see if I can reach the tenants.

Tenant: Is this Sue Student?

Student Renter: Yes

Landlord: I received a call from the neighbor about a party. Are you guys having people over tonight?

Student: We have a few people but we are inside. The police came by an hour ago and said we were ok.

Landlord: It is 11 pm at night and you guys agreed in your lease to not have more than 15 people over. I need you to shut this down now. The fact that the police had to be called means that you are disturbing the neighborhood. Will you do that?

Student: Yes

Landlord: Calls neighbor back and asked them to content him again if the party is not shut down.

7:30 - 8:15 pm - Best Practices

We shared these two responses to highlight the difference between the two approaches. Clearly you cannot say and do some of the things in the second scenario unless you set proper expectations before and during leasing. So, let's see if we can flesh out the following key questions:

- **What should a rental property owner do before signing a lease with a new tenant?**
- **What would ideal lease provisions include?**

- **What should a rental property owner do once a potential public nuisance-oriented problem has been identified by a neighbor, code enforcement or other stakeholder?**

What should a rental property owner do before signing a lease with a new tenant?

Prior to signing a lease, rental property owners should be required to commit to highlighting the “Quality of Life” provisions which primarily focus on noise and trash related issues. Tenants must understand and be sensitized to the problems that noise and trash create for other members of the College Park Community. Property owners should also make sure they have introduced themselves and provide contact information to all neighbors adjacent to their property.

What would ideal lease provisions include?

To highlight the most significant quality of life issues, landlords should incorporate the following items into their lease. Tenant should be asked to initial each of these provisions:

- _ No outside gatherings of more than 15 people.
- _ No audible noise and based induced vibrations from the property at any time.
- _ No amplified music outside of the property.
- _ No screaming, yelling or cursing that can be heard from outside the property.
- _ No visible banners, towels, advertisements on the exterior or windows other than those provided by the property owner.
- _ No blue tarps curtains or other materials can be strung up as a make-shift barrier at any time.
- _ No outdoor bonfires or fire pits
- _ Tenants must provide written contact information with all neighbors whose yard adjoins their property within 7-days of moving into a property.
- _ Tenant must bring trash out Sunday evening or by 7 am and return to their designated spots on the evening of trash day (Monday for Calvert Hills, Old Town neighborhood, Knox Box area, College Park Estates, Yarrow, Berwyn, Lakeland).
- _ Lawns and garbage areas must be clear of all trash, newspapers, debris and furniture and contained in plastic totters (not in plastic trash bags).
- _ No cars are to be parked or driven on the lawn of the property.

Finally, landlords should outline a noise deposit to accompany their security deposit or can be part of the two month’s deposit. This deposit should not exceed the legal limit of two months’ rent. The noise deposit should have financial penalties for problems identified by City of College Park or law enforcement authorities.

5 Min. Discussion

What should a rental property owner do once a potential public nuisance-oriented problem has been identified by a neighbor, code enforcement officers or other stakeholder?

Rental property owners or their agents must generally be available 24/7 and be responsive to issues arising on their property. Should property owners receive a complaint with their tenant's in real time, they are expected to work with their tenants to resolve the matter immediately. Mobile phone numbers and other means of communication must be up to date and accurate with the City's Code Enforcement Division. It is the responsibility of the property owner to ensure this information is accurate.

If notification is received after the fact but the problem persists, rental property owners are expected to investigate the complaint. If the complaint is found to be valid and the tenant is responsible, the property owner is expected to take **and document** the following actions to resolve the situation:

Step 1. Send a strongly worded e-mail, text or make a phone call with a request of a response from the tenants. If a noise-related issue, inform tenants that any further incidences will result in a loss of noise deposit. If problem persists, then...

Step 2. Organize and lead tenant house meeting to include the COPS Officers to discuss the issue and outline a strategy for addressing the problem and the consequences for not doing so (i.e. loss of all or part of the noise deposit – an effective tactic is to let them know they can get the deducted deposit back if there is NO further incident. Contents of this meeting should be followed up **and documented** with all tenants and their parents by email identifying the problem and outlining action steps to abate the situation. If problem persists, then...

Step 3. Loss of noise deposit (which they have to resupply), contact tenant parents (by email for documentation), and University of Maryland Office of Student Conduct to address any ongoing behavior problems. If problem persists, then...

Step 4. Property owner should commence eviction process.

Following these steps should help protect you and help to more quickly address problems as they arise.

15 min. discussion

Conclusion: Thank you for coming. We hope you found this valuable. You are a valuable stakeholder in the College Park Community. It is important that we work together to improve the community and enhance your investment.

Resources to Help You

There are a number of old and new resourced available to you to deal with these kinds of challenging situations. Resource book provided.

Nuisance Abatement Legislation

Student Affairs Contact

COPs Officers Contact

Code Enforcement Contact

PG County Police Contact

Prince George's County Contact

2

Noise
Control
Board
Recommendations



**CITY OF COLLEGE PARK, MARYLAND
WORKSESSION AGENDA ITEM**

Prepared By: Suellen M. Ferguson, Esq.
City Attorney

Meeting Date: June 7, 2016

Presented By: Suellen M. Ferguson, Esq.
City Attorney

Consent Agenda: No

Originating Department: City Attorney

Issue Before Council:

Consideration of an amendment to City Code Chapters 138 and 110 to clarify the circumstances under which a non-resident owner has violated the noise ordinance, make any repeat violation within a twelve month period subject to an increased fine, and modify the mitigating factors that may justify a reduction in the fine for a violation.

Strategic Plan Goal: Goal 6– Excellent Services

Background/Justification:

The Noise Board has made certain comments and recommendations to the Mayor and City Council with respect to the noise ordinance. A work group including Councilmembers Stulich and Day, City staff and the City Attorney, with advice from the Chair of the Noise Board, met to consider the comments and recommendations to determine which were advisable and would require code amendment. An ordinance with amendments to Chapters 138, Property Maintenance, and 110, Fees and Penalties, was drafted and is attached.

Fiscal Impact:

None

Council Options:

- #1: Introduce Ordinance 16-O-XX at next week's meeting
- #2: Amend and introduce Ordinance 16-O-XX at next week's meeting
- #3 Take no action

Staff Recommendation:

#1

Recommended Motion:

I move to introduce Ordinance 16-O-XX, an Ordinance of the Mayor and Council of the City of College Park to amend City Code Chapter 138, "Noise", §§138-5, "Prohibited Acts", 138-6, "Violations and penalties" and 138-9, "Imposition of a fine by Noise Control Board" and Chapter 110, "Fees and Penalties", §110-2, "Penalties", to clarify the circumstances under which a non-resident owner has violated the noise ordinance, make any repeat violation within a twelve month period subject to an increased fine, and modify the mitigating factors that may justify a reduction in the fine for a violation

Attachments:

- 1. Draft Ordinance 16-O-XX with amendments to City Code Chapters 138 and 100

ORDINANCE
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND,
AMENDING CITY CODE, CHAPTER 138 “NOISE”, §§138-5, “ PROHIBITED ACTS”,
138-6, “VIOLATIONS AND PENALTIES” AND 138-9, “IMPOSITION OF A FINE BY
NOISE CONTROL BOARD” AND CHAPTER 110, “FEES AND PENALTIES”, §110-2,
“PENALTIES”, TO CLARIFY THE CIRCUMSTANCES UNDER WHICH A NON-
RESIDENT OWNER HAS VIOLATED THE NOISE ORDINANCE, MAKE ANY
REPEAT VIOLATION WITHIN A TWELVE MONTH PERIOD SUBJECT TO AN
INCREASED FINE, AND MODIFY THE MITIGATING FACTORS THAT MAY
JUSTIFY A REDUCTION IN THE FINE FOR A VIOLATION

WHEREAS, the Local Government Article of the Annotated Code of Maryland provides that the Mayor and Council of the City of College Park, Maryland have the authority to pass such ordinances as it deems necessary to preserve peace and good order, and to protect the health, comfort and convenience of the citizens of the municipality; and

WHEREAS, the Mayor and Council determined that the residents of the City have a right to an environment that is free from noise that may jeopardize their health, general welfare or property and as a result adopted Chapter 138, “Noise”; and

WHEREAS, the Mayor and Council have determined that it is in the public interest to amend Chapter 138 to allow a violation to be issued to a non-resident owner with notice of any previous noise violations, to provide for an increased fine for any repeat violations in a twelve month period, and to modify the mitigating factors that may justify a reduction in the fine for a

Section 1. NOW THEREFORE, BE IT ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland that Chapter 138 “Noise”, §138-5, “Prohibited acts” be, and is hereby, repealed, re-enacted and amended to read as follows:

§ 138-5. Prohibited acts.

A. Unless it is for the purpose of necessary property maintenance during the day, it shall be unlawful:

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.

(1) For any owner or occupant of real property located within the City to make or to generate loud or raucous sound on said property, or to permit any loud or raucous sound to be made or generated on said property, so as to cause unreasonable annoyance or disturbance to others living or located nearby;

(2) For the owner or occupant of real property located within the City to make any noise or operate any sound amplifier on said property, or to permit any noise to be made or any sound amplifier to be operated on said property, so as to be clearly audible to any person located beyond the property line of such property at a level higher than 65 dBA during the day or 55 dBA during the night, as such sound may be measured from any point along the curb in front of the property line upon which the noise is being generated or at any place on adjacent property, provided that the person measuring the sound shall first obtain the permission of the adjacent property owner to enter upon said property; and

(3) ~~NO~~ FOR ANY person ~~shall~~ TO cause, suffer, allow or permit the operation of an amplified source of sound in such a manner that it raises the total sound levels to greater than the following permissible sound level limits, when measured from within a building on an adjacent property.

dBC above neighborhood residual sound level

Nights 3 dBC

All other times 6 dBC

(4) For the owner or occupant of real property located within the City to permit guests or invitees to such property to make noise on adjacent property, whether public or private, where that noise, if made or generated on the property itself, would violate subsections A(1), (2), or (3) of this section.

B. ~~[In the case of real property which is not occupied by the owner of such property], [i] It shall be unlawful for the NON-RESIDENT owner of [such] A property to permit the occupants of such property to violate the provisions of Subsection A of this section. [; provided, however, that~~ The owner ~~[of such property]~~ shall not be deemed to have violated this subsection unless THE OWNER, OR OWNER'S AGENT:

(1) ~~[Such owner or the agent of such owner shall have]~~ HAS received notice ~~[or other information,]~~ from any source, that ~~[the]~~ A CURRENT OR PRIOR occupant of such property has, OR IS ALLEGED TO HAVE, PREVIOUSLY engaged in conduct ~~[or is alleged to have engaged in conduct which]~~ THAT violates ~~[Subsection A of]~~ this section ~~[on one or more prior occasions], [without regard to]~~ REGARDLESS OF whether ~~[such conduct has been the subject of]~~ a finding of a violation ~~[of this section]~~ by the Noise Control Board or by a court of competent jurisdiction WAS MADE; or

(2) ~~[Such owner or the agent of such owner]~~ has failed to take action reasonably calculated under the circumstances to prevent a violation of this section from occurring or recurring.

C. A violation of this section shall be a municipal infraction, subject to the fine imposed by Chapter 110, Fees and Penalties.

D. Each repeat violation within a ~~[six]~~ TWELVE-month period shall give rise to a charge as set forth in Chapter 110, Fees and Penalties.

Section 2. BE IT FURTHER ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland, that Chapter 138 "Noise", §138-6, "Violations and penalties" be, and is hereby, repealed, re-enacted and amended to read as follows:

§ 138-6. Violations and penalties.

A. Code Enforcement or Law Enforcement Officer. When a City Code Enforcement Officer, or a state, county, University of Maryland or other law enforcement officer chosen by the City, determines, based upon the results of a test conducted using a calibrated sound-level meter, that noise is being or has been generated in violation of § 138-5A(2) or (3) of this chapter, he/she shall issue a municipal infraction citation to the violator(s) in accordance with the provisions of [~~Article 23A, § 3~~] §6-103 OF THE LOCAL GOVERNMENT ARTICLE of the Annotated Code of Maryland. In the event that more than one owner and/or more than one occupant of the real property is alleged to have violated the provisions of this chapter, a municipal infraction citation [~~shall~~] MAY be issued to each alleged violator.

B. – E. * * * *

Section 3. BE IT FURTHER ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland, that Chapter138 “Noise”, §138-9, “Imposition of a fine by Noise Control Board” be, and is hereby, repealed, re-enacted and amended to read as follows:

§ 138-9. Imposition of a fine by Noise Control Board.

A. Except as set forth in Subsection C of this section, in the event that the Board finds that a violation of § 138-5 has occurred, it shall impose the fine set forth in Chapter 110, Fees and Penalties.

B. In the event that the Board finds that the owner and the occupant of real property have each violated this chapter, the Board shall impose a fine as set forth in Chapter 110, Fees and Penalties, upon the owner and the occupant.

C. In the event that there are more than one owner and/or more than one occupant, the fine shall be imposed upon each owner and upon each occupant who has been found in violation of the this chapter, except that in the event that there is more than one occupant, the fine shall be divided proportionately among those occupants who have been found to have violated this chapter, with the amount of the fine imposed on each occupant rounded to the nearest dollar; provided, however, that in the event that the property is leased to a corporate entity, the fine for a violation by an occupant shall be imposed upon such corporate entity.

D. IF A VIOLATION IS A FIRST OFFENSE AND IS NOT EGREGIOUS, THE FOLLOWING MITIGATING FACTORS MAY BE CONSIDERED BY THE BOARD TO WARRANT ~~[The Board shall consider with respect to whether the evidence indicates that significant mitigating factors warranting a]~~ A reduction in the amount of the fine to be imposed ~~[are present]:~~

(1) ~~[Whether person subject to a fine has a past record which is free of any violation of this chapter;~~

~~(2) —Whether t]~~ The person subject to a fine has taken action reasonably calculated under the circumstances to prevent or mitigate future violations of this chapter, IS REMORSEFUL AND HAS A PRESENT Demeanor THAT DEMONSTRATES A SINCERE DESIRE TO PREVENT FUTURE VIOLATIONS OF THIS CHAPTER;

~~[(3) —Whether the present demeanor of the person subject to a fine indicates that such person is remorseful with respect to the violation and, including whether such person has apologized, prior to the hearing, to the persons who were disturbed by the violation];~~

(2) THE PERSON SUBJECT TO A FINE HAS APOLOGIZED, PRIOR TO THE HEARING, TO THE PERSON(S) WHO FILED THE COMPLAINT AND OTHER KNOWN PERSONS WHO WERE DISTURBED BY THE VIOLATION.

(3) ~~Whether it~~ The violation was not so ~~egregious or~~ lengthy in duration. ~~[that a reasonable person would view the violation as reprehensible]~~

E. For each factor set forth in Subsection D above which is satisfied by the evidence, the Board ~~[shall]~~ reduce the fine set forth in Chapter 110, Fees and Penalties, by \$100.00~~[125]~~. IN ANY EVENT, THE MINIMUM FINE SHALL BE \$200.00.

Section 4. BE IT FURTHER ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland, that Chapter 110 “Fees and Penalties”, §110-2, “Penalties” be, and is hereby, repealed, re-enacted and amended to read as follows:

§110-2 Penalties.

| Chapter/Section | Description | Fee/Interest |
|-------------------------|--|---------------------|
| | * * * * * | |
| Ch. <u>138</u> , Noise | | |
| § <u>138-5</u> Chapter: | | |
| | Citation | \$500 |
| | Repeat violation within any [6] 12-month period | \$1,000 |
| | * * * * * | |

Section 5. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that, upon formal introduction of this proposed Ordinance, which shall be by way of a motion duly seconded and without any further vote, the City Clerk shall distribute a copy to each Council member and shall maintain a reasonable number of copies in the office of the City Clerk and shall publish this proposed ordinance or a fair summary thereof in a newspaper

having a general circulation in the City of College Park together with a notice setting out the time and place for a public hearing thereon and for its consideration by the Council. The public hearing, hereby set for _____ P.M. on the _____ day of _____, 2016, shall follow the publication by at least seven (7) days, may be held separately or in connection with a regular or special Council meeting and may be adjourned from time to time. All persons interested shall have an opportunity to be heard. After the hearing, the Council may adopt the proposed ordinance with or without amendments or reject it. As soon as practicable after adoption, the City Clerk shall have a fair summary of the Ordinance and notice of its adoption published in a newspaper having a general circulation in the City of College Park and available at the City's offices. This Ordinance shall become effective on _____, 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 _____ 2016.

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

Patrick L. Wojahn, Mayor

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

Suellen M. Ferguson, City Attorney

3

Program Open Space



**CITY OF COLLEGE PARK, MARYLAND
WORKSESSION AGENDA ITEM**

Prepared By: Steve Beavers
Community Development Coordinator

Meeting Date: June 7, 2016

Presented By: Steve Beavers
Community Development Coordinator

Proposed Consent Agenda: Yes

Originating Department: Planning, Community and Economic Development

Issue Before Council: FY 2017 Program Open Space Allocation

Strategic Plan Goal: Goal 4: Quality Infrastructure

Background/Justification:

The City of College Park has been notified that the FY 2017 Program Open Space (POS) Allocation for Prince George's County is \$3,258,859. The City will be receiving 3.52% of this allocation which is \$114,711.84.

Applications for acquisition and/or development projects must be submitted to the Maryland National Capital Park and Planning Commission (M-NCPPC) by June 17, 2016. Eligible recreation and open space projects are then forwarded by M-NCPPC to the Maryland Department of Natural Resources for approval.

In most years, POS funding is required to be divided equally between acquisition and development projects. This year, all of our allocation may be used for development projects, which require a 25% match of local funds. The City has two development projects: Duvall Field and Hollywood Gateway Park, and two acquisition projects: Hollywood Gateway Park Expansion and US Route 1 Open Space Acquisition. Route 1 Acquisition is a holding account until specific projects are identified. Attached to this memo is a listing of the City's unencumbered POS allocations up to FY 2016. These funding assignments have not yet been approved by the State Board of Public Works.

For FY 2017, staff recommends placing \$20,000 of our allocation into additional acquisition funds for Hollywood Gateway Park. The remaining balance of \$94,712 could be designated for the proposed wellness trail around the Hollywood Shopping Center or for future phases of Duvall Field renovations. Additionally, staff recommends an administrative edit to rename our acquisition project category titled "US Route 1 Open Space Acquisition" to "Neighborhood Open Space Acquisition" to indicate more citywide utilization of these funds in the future.

Several specific open space acquisition opportunities have recently emerged that merit further discussion by Council. These potential projects should be reviewed during an executive session within the next several months.

Council Options:

- #1: Approve FY 2017 Program Open Space allocation as described above: \$20,000 acquisition funding to Hollywood Gateway Park and \$94,712 development funding to the Wellness Trail.
- #2: Revise FY 2017 Program Open Space Allocation to assign 100% of funding to a development project.
- #3: Revise FY 2017 Program Open Space Allocation to assign 100% of funding to an acquisition project.

Staff Recommendation:

#1.

Recommended Motion:

Approve FY 2017 Program Open Space allocation to assign \$20,000 acquisition funding to Hollywood Gateway Park and \$94,712 development funding to the Hollywood Shopping Center Wellness Trail.

Attachments

1. FY 2016 Program Open Space Annual Program (showing City allocations in prior years)

**PROPOSED PROGRAM OPEN SPACE
ANNUAL PROGRAM FOR DEVELOPMENT
FISCAL YEAR 2016**

| Development Projects | | | | | Source of Funds | | | |
|-----------------------------|-------------------|-------------------------------|--|--------------|------------------------|-------------------------|------------------|------------------|
| Sponsor | Project ID | Name of Project | Description | Year | Federal | Local (required) | State | Total |
| City of College Park | D-CP1 | Duvall Field | Duvall Field Renovation | FY 15 | | -0- | -0- | -0- |
| | D-CP2 | Hollywood Gateway Park | Design and Construction of Hollywood Gateway Park | FY 14 | | \$27,662 | \$82,988 | \$110,650 |
| | | | | FY 15 | | \$43,056 | \$129,169 | \$172,225 |
| | | | | FY 16 | | \$38,700 | \$116,100 | \$154,800 |
| | | | | TOTAL | | \$109,418 | \$328,257 | \$437,675 |

**PROPOSED PROGRAM OPEN SPACE
ANNUAL PROGRAM FOR ACQUISITION
FISCAL YEAR 2016**

| Acquisition Projects | | | | | Annual Program | | Source of Funds for Annual Program | | |
|----------------------|------------|-----------------------------------|---------|-----------------------|----------------|-----------|------------------------------------|-----------|---------|
| Sponsor | Project ID | Name of Project | Year | Ultimate Park Acreage | Acreage | Cost | Local | State | Federal |
| City of College Park | A-CP1 | US Route 1 Open Space Acquisition | FY 07 | TBD | TBD | \$309,647 | -0- | \$309,647 | -0- |
| | | | FY 08 | | | \$227,624 | -0- | \$227,624 | -0- |
| | | | FY 09 | | | \$38,300 | -0- | \$38,300 | -0- |
| | | | FY10-16 | | | -0- | -0- | -0- | -0- |
| | | | TOTAL | | | \$575,571 | | \$575,571 | |
| | A-CP2 | Hollywood Gateway Park Expansion | FY 14 | 0.30 | 0.14 | \$82,988 | -0- | \$82,988 | -0- |
| | | | FY15-16 | | | -0- | -0- | -0- | -0- |
| | | | TOTAL | | | \$82,988 | | \$82,988 | |

4

“48 Hour
Parking”
Rule

**CITY OF COLLEGE PARK, MARYLAND
WORKSESSION AGENDA ITEM**



Prepared By: Robert W. Ryan,
Public Services Director

Meeting Date: June 7, 2016

Presented By: Robert W. Ryan,
Public Services Director

Proposed Consent Agenda: No

Originating Department: City Council

Issue Before Council: Consider Code changes regarding the "48 Hour Continuous Parking" restriction.

Strategic Plan Goal: # 6 Excellent Services

Background/Justification:

In accordance with Chapter 184-7.A of the Code of the City of College Park (Continuous Parking Prohibited), as amended 9-10-1991; it shall be unlawful for any person to park any automobile or other vehicle on any of the streets of College Park for a continuous period of more than 48 hours at any one time, unless an oral or written permit for the same shall have been obtained from the City Manager. Such permit shall be issued only for good cause and for a period not exceeding 14 days, unless a written permit for a longer period shall have been granted by action of the Mayor and Council, and such permit shall be granted only for good cause.

In order to adhere to the City Code, the '48 Hour Limit' ordinance is enforced upon either, receipt of a formal resident complaint, which is specific to one or more vehicles, and with as detailed a description of the subject vehicle(s) as possible; or under the following circumstances in which a parking officer upon observation, initiates a tracking record for a vehicle:

- a. which has been illegally parked in some manner, in accordance with the City Code for two (2) or more consecutive days, and remains unmoved and in violation;
- b. that is displaying either no tags, expired tags, or expired temporary tags; or
- c. that has one or more flat tires and/or major body damage that deems it inoperable, to consider as possible abandonment.

Should the City receive either a formal resident complaint specific to one or more vehicles for suspected violation of this ordinance, or should any of the aforementioned criteria exist to warrant a parking officer to initiate a tracking record on a given vehicle, a warning under the '48 Hour limit' ordinance is first issued, and the tires chalked. If after forty eight (48) hours has passed from the time the warning was first issued, and the subject vehicle remains unmoved, the parking officer then cites the vehicle for a violation of the '48 Hour Limit', and files a request for impoundment.

If, upon receipt of the impound request, a record of the most recent registered owner can be obtained from the Maryland MVA, then a certified letter must be sent advising the vehicle owner of the violation and location of the vehicle, with a scheduled impound date of seven (7) calendar days from the date of the letter should the vehicle remain illegally parked. Thereafter, a parking citation for the '48 Hour Limit' ordinance may be issued every twenty four (24) hours until the subject vehicle owner either corrects the violation, or the vehicle is impounded.

If upon receipt of the impound request no registration records can be obtained, the subject vehicle is then considered to be abandoned, and may be impounded immediately upon issuance of the first parking citation for violation of the '48 Hour Limit' ordinance.

Normally, upon receipt of a resident complaint, it would take at least nine (9) days before an otherwise legally parked and registered vehicle would be towed. Accommodations for residents away from home for an extended period are made through the process described in the Code for City Manager or Council permission.

Staff believes the current "48-hour" rule is generally working to provide for removal of abandoned vehicles from City streets, and usually to accommodate resident complaints.

Some residents have expressed concern that a vehicle may end up being towed as the result of a complaint reporting their vehicle in violation of the 48-hour restriction either while they are away from home, or merely have not used their vehicle in over 48 hours. Staff believes this is unlikely given the warnings posted on vehicles and length of time before towing, and Code allowances for long term Council permission.

A Council suggestion has been made that the Code be amended to allow unlimited parking of a legally parked, properly registered, and fully operable vehicle, without special permission, in front of the address to which the vehicle is registered. This proposal would simplify the enforcement process and better accommodate residents who minimize the use of their vehicles. Staff has expressed concern that allowing vehicles to remain unmoved indefinitely could impact effective street sweeping.

Fiscal Impact:

None

Council Options:

#1: Direct staff to draft an amendment to the existing ordinance.

#2: Make no Code change and continue current enforcement of the 48 hour continuous parking prohibition.

Staff Recommendation:

1

Recommended Motion:

Attachments:

1. Chapter 184-7.A of the Code of the City of College Park

Chapter 184. Vehicles and Traffic

Article II. Parking Regulations

§ 184-7. Continuous parking prohibited.

[Amended 4-24-1984 by Ord. No. 84-O-5]

- A. It shall be unlawful for any person to park any automobile or other vehicle on any of the streets of College Park for a continuous period of more than 48 hours at any one time, unless an oral or written permit for the same shall have been obtained from the City Manager. Such permit shall be issued only for good cause and for a period not exceeding 14 days, unless a written permit for a longer period shall have been granted by action of the Mayor and Council, and such permit shall be granted only for good cause.

[Amended 9-10-1991 by Ord. No. 91-O-22]

- B. It shall be unlawful for any person to park any automobile or other vehicles on any off-street parking area owned, leased or otherwise subject to control of the city for a continuous period of more than 18 hours at any one time. Such automobile or vehicle may be immobilized in accordance with the provisions of § **184-16D** and/or impounded in accordance with the provisions of § **184-31**.

[Amended 3-22-1994 by Ord. No. 93-O-8A]

5

Martin Luther
King, Jr.
Tribute
Committee



**CITY OF COLLEGE PARK, MARYLAND
WORKSESSION AGENDA ITEM**

Prepared By: Janeen Miller, City Clerk

Meeting Date: June 7, 2016

Presented By: Councilmember Dennis

Proposed Consent Agenda: No

Originating Department: Administration

Issue Before Council: Review draft resolution to create a Martin Luther King, Jr. Tribute Committee

Strategic Plan Goal: Goal 1: One College Park
Goal 6 : Excellent Services

Background/Justification:

At the May 17 Worksession Council discussed the possibility of creating a standing committee to be responsible for organizing the annual tribute to Dr. Martin Luther King, Jr., and directed Staff to move forward. Staff has prepared the attached Resolution for Council review.

As drafted, the Resolution sets membership at between 5 – 9 people and is silent on residency or district requirements.

Fiscal Impact:

The expenses associated with standing committees include contract secretarial services and staff administration and support.

Council Options:

#1: Review the attached Resolution and adopt at next week's meeting, with or without amendment.

#2: Decide not to move forward at this time.

Staff Recommendation:

#1

Recommended Motion:

N/A

Attachments:

1. Draft resolution establishing a Martin Luther King, Jr. Tribute Committee

RESOLUTION
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND
CREATING A DR. MARTIN LUTHER KING, JR. TRIBUTE COMMITTEE

WHEREAS, Dr. Martin Luther King, Jr. (1929 – 1968) was a minister, activist, humanitarian and civil rights leader; and

WHEREAS, Dr. King was best known for his advancement of civil rights through non-violent means; and

WHEREAS, for 25 years, residents of Lakeland, the City’s historically African American community, have organized an interfaith tribute to Dr. King; and

WHEREAS, this annual tribute has grown in size and popularity and has become a highly anticipated City tradition; and

WHEREAS, the tribute honors Dr. King’s message of peace and unity through musical, dance and literary performances; and

WHEREAS, the City now desires to create a standing committee to continue this tradition and to share Dr. King’s messages with everyone.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park, Maryland, that the “Martin Luther King, Jr. Tribute Committee” be, and it is hereby, formed.

Section 1. The purpose of the Martin Luther King, Jr. Tribute Committee (the “Tribute Committee”) is to plan, organize and execute an annual event in honor of Dr. King.

Section 2. The Tribute Committee shall have between five (5) and nine (9) members, who shall be appointed by the Mayor and Council for three-year terms. The Tribute Committee shall appoint the Chair and Vice-Chair from among their membership annually. A quorum will consist of a majority of the appointed members. The Tribute Committee shall submit an annual report to

the Mayor and Council.

Section 3. The Tribute Committee shall meet on an as-needed basis to plan, organize and execute the annual tribute. The Committee may work with partners such as the University of Maryland, the Maryland National Capital Park and Planning Commission, local schools and faith communities, and others as appropriate, in planning the event.

Section 4. The Public Services department shall serve as staff liaison to the Committee.

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.

WITNESS:

CITY OF COLLEGE PARK

Janeen S. Miller, City Clerk

Patrick L. Wojahn, Mayor

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

Suellen M. Ferguson
City Attorney

6

Council
Internship
Program

City Council Internship - Program Outline

1. Introduction

The College Park City Council approved \$5000 for a Council Internship program in its FY16 budget. The idea was to help one or more City Council members in doing project(s) of their choice. Council members may have ideas about running small projects, however they often do not have the necessary time to devote to those projects. The City Council internship program would recruit paid interns on a semester basis and help Council members implement these projects.

2. Subcommittee

At the August 5, 2016 Worksession, the Council formed a subcommittee to “assess projects and set parameters of what interns can/cannot do, the number of hours they might work.” The subcommittee is currently comprised of the following members

- Patrick Wojahn (Mayor)
- Robert Day (District 3)
- Dustyn Kujawa (District 4)
- Fazlul Kabir (District 1)
- Cole Holocker (UMD’s Student Liaison to City Council)

3. Council Application Form for Internship Projects.

This application will be filled out by Council members who are interested in running a project with the help of one or more interns. The application form will capture information such as name and brief description of the project, expected date of completion, number of hours required to run the project etc. The Council Application is attached as Appendix A.

4. Internship Application Form

This application will be filled out by College Park students and residents who are interested in serving as interns. The application form will capture information such as background, experience and skills. The Internship Application is attached as Exhibit B. Announcement about internship opportunities will be made to local schools, the University of Maryland and local civic associations with a brief description of the project, application form, application deadline and selection criteria.

5. Selection Criteria

The interns will be selected using the following criteria:

- Education and grade – does this mean academic standing, or current grade level
- Previous experience
- Required skills
- Number of hours the candidate wants to spend (per week)

6. Schedule

- Week 1: Announce among Councilmembers asking for internship projects
- Week 3: Select internship projects
- Week 4: Announce internship application among local students and residents with selected projects
- Week 6: Select interns
- Week 7: Start Internship
- Week 24: Complete Internship (4 months)
- Week 25: Interns submit project reports

7. Intern Activities

Interns should be engaged in activities that further their educational and career goals and advance projects set forth in the city's strategic plan and action plan. Intern activities should directly relate to the intern's major or career aspiration. No more than 20%[?] of the interns time should be dedicated to clerical or administrative type tasks.

8. Work Location

Interns will not be provided an office location, email address, or desk phone number to discharge duties as an intern. Interns who use email or phone do so at their own expense and charges for these items are not reimbursable by the City of College Park

9. College Credit

If included as part of a program offered for credit at an accredited university, the internship will be subject to requirements adopted by the university. The internship supervisor shall be the Councilmember for whom the intern works.

10. Verification of Time Worked

The intern supervisor should have regular, in-person interactions with the intern to assign tasks, check on progress, and offer guidance. The supervisor should verify that the intern has worked the appropriate number of hours in order to satisfy requirements for a stipend. Time should be tracked and reported on a form to be provided by the city's Director of Human Resources.

11. Hiring Preference

It should be made clear to all interns that the offer and acceptance of an internship is in no way an offer of employment and will not result in employment with the City of College Park. The intern may apply for vacant positions within the City of College Park through the ordinary process of filling vacant positions, in which an intern position may be considered relevant experience for the purposes of obtaining a job with the City. Interns should apply using a form to be provided by the City of College Park's Director of Human Resources.

12. Pay and Rate

The rate of pay should be the same for all interns. The rate will be based on an estimation of the hours required, at a rate per hour.

13. Evaluation of Interns.

The Councilmember responsible for supervising each intern will be responsible for evaluating the intern's performance at the end of the semester according to a procedure using a form provided by the City's Director of Human Resources.

14. Amount Allocated Per Councilmember

All Councilmembers interested in hiring an intern should submit a request by [deadline]. The funds available for the intern program will be divided equally between all interested Councilmembers, but each individual intern should receive no more than \$1500 for the semester.

15. Supervision, Status of Intern

The Councilmember that chooses the intern shall have the supervisory responsibility. The intern is a temporary, contractual employee of the City, and is hired and may be terminated from employment at will. The intern is not entitled to any benefits of City employment. In any event, an intern's employment with the City automatically terminates at the end of the project for which the intern is hired.

16. Staff time

Staff will provide help with the initial hiring services. Any other use of staff time requires City Council approval.

Appendix B: Internship Application Form



**APPLICATION FOR EMPLOYMENT
CITY OF COLLEGE PARK, MARYLAND
Mayor and Councilmembers – Interns**

Personal Information:

Name _____

Address _____ Home Phone _____

City _____ State _____ Zip _____ Work Phone _____

Email _____ Cell Phone _____

Education:

High School _____ Address _____

Diploma Received _____

College or University _____ Address _____

Degree Received _____

Employment History: (A Resume can be substituted for completion of this information)

Name and Address of Employer _____

Dates Employed _____

From Month/Yr _____

To Month/Yr _____

Exact title of your position _____

Name of Immediate Supervisor _____

Description of work: _____

Area Code – Number _____

Reason for Leaving _____

May we contact them? Yes or No

Membership in Organizations:

Are you or have you been a member in professional organizations related to the position applied for?
____Yes ____No. If yes, list below.

Name _____

City and State _____

Former or Present _____

Skills:

List any special qualifications, skills or licenses you hold relevant to the position for which you are applying which are not covered elsewhere in this application, to include office equipment and language skills.

Personal Declarations:

A. UNDER THE IMMIGRATION CONTROL ACT OF 1986, AN EMPLOYER IS REQUIRED TO HIRE ONLY U.S. CITIZENS AND OTHER PERSONS LEGALLY AUTHORIZED TO WORK IN THE UNITED STATES. APPLICANTS WHO ARE SELECTED FOR EMPLOYMENT WILL BE REQUIRED TO SHOW AND VERIFY AUTHORIZATION TO WORK IN THE UNITED STATES, WITHIN THREE (3) DAYS OF BEGINNING WORK.

B. I understand that I may be required to submit to job related examinations or skills testing.

C. Acceptance of this application is not intended to create or imply a contractual relationship. If hired, I understand I will be required to serve a probationary period during which time my job performance and conduct will be evaluated, and that my employment may be terminated if either performance or conduct is unsatisfactory. I also understand that all benefits of employment are subject to change with or without notice.

D. I authorize investigation of all statements contained in this application for employment. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work.

E. I certify that every answer and statement that I have made in this application is true and complete to the best of my knowledge.

Applicant's Signature

Date

The City of College Park considers applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, non-disqualifying physical or mental handicap, personal appearance, political opinion, sexual orientation, labor organization affiliation, or any other legally protected status.

Please submit this completed form to humanresources@collegetparkmd.gov or to your City Council representative

7

Proposed
Charter
Amendment



**CITY OF COLLEGE PARK, MARYLAND
WORKSESSION AGENDA ITEM**

Prepared By: Suellen Ferguson, City Attorney

Meeting Date: June 7, 2016

Presented By: Suellen Ferguson

Proposed Consent Agenda: No

Originating Department: Administration

Issue Before Council: Review draft Charter Amendment that eliminates the requirement to do certain advertising in a newspaper having general circulation in the City.

Strategic Plan Goal: Goal 6 – Excellent Services

Background/Justification:

At the January 19, 2016 Worksession, Council discussed the self-imposed rules in §C8 of the City Charter that require us to advertise public hearings and fair summary notices of ordinances in a newspaper having general circulation in the City. In the past, the Gazette was used for these notices, but since the Gazette folded, the City is using the Washington Post, at considerable expense. At the January 19 Worksession, Council agreed that instead of requiring newspaper publication for ordinances, the following methods were adequate for providing public notice: City website, Cable channel, Bulletin board, and Constant Contact email listserv in addition to the City newsletter. This form of notice has already been adopted for notice of the fiscal year budget by the Mayor and Council as part of the amendments to Article X, Finance, approved in 15-CR-01. The attached draft Charter Amendment makes this update to the §C8 of the City Charter for ordinances.

In preparing this amendment, staff found two other instances in the Charter where there is a self-imposed requirement to give notice in a newspaper having general circulation in the City: §C3, advertising a vacancy in the office of Mayor or Council, and §C4, advertising the need for election judges. The attached draft also replaces the requirement for advertisement in a newspaper having general circulation in the City with the same methods as used for ordinances and for notice on the fiscal year budget.

Council is requested to review and comment on the attached Charter Amendment prior to introduction next week.

Fiscal Impact:

Adoption of the proposed Charter Amendment will significantly reduce the cost of providing notice to the public.

Council Options:

- #1: Introduce the attached Charter Amendment next week without amendment
- #2: Request amendments to the Charter Amendment prior to introduction
- #3: Defer action at this time.

Staff Recommendation:

#1

Recommended Motion:

N/A

Attachments:

- 1. Draft Charter Amendment 16-CR-01

CHARTER RESOLUTION
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, TO AMEND
ARTICLE III, "MAYOR AND COUNCIL", §3-6, "VACANCIES", ARTICLE IV,
"VOTING AND ELECTIONS", §C4-4 "OTHER ELECTION OFFICIALS" AND
ARTICLE VIII, "ORDINANCES", §8-2, "PASSAGE", TO CHANGE THE MANNER
IN WHICH NOTICE IS GIVEN OF VACANCIES IN ELECTIVE OFFICE,
APPOINTMENT OF ELECTION OFFICIALS, AND ADOPTION OF ORDINANCES

A Charter Resolution of the Mayor and Council of the City of College Park, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and §4-301 *et seq.*, Local Government Article, Annotated Code of Maryland, as amended.

WHEREAS, the Mayor and Council have determined to change the manner in which notice of vacancies in office, appointment of election officials, and adoption of ordinances is given, in order to more efficiently provide information about important events to City residents; and

WHEREAS, the Mayor and Council have determined that certain provisions of Article III, "Mayor and Council", Article IV, "Voting and Elections", and Article VIII, "Ordinances", require amendment in order to provide this notice.

Section 1. NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park that Article III, "Mayor and Council", §3-6, "Vacancies" be repealed, reenacted and amended to read as follows:

§3-6 Vacancies

A. * * * * *

B. Election or appointment to fill vacancies.

(1) – (2) * * * *

(3) Vacancy in office of Mayor or Council.

(a) Upon it becoming necessary to fill a vacancy in the office of Mayor or Council member pursuant to Subsection B(1) above, the City Clerk shall [place,] POST AT CITY HALL, TO THE OFFICIAL CITY WEBSITE, TO THE CITY-MAINTAINED EMAIL LISTSERV, AND ON THE CITY CABLE CHANNEL, AND PUBLISH IN ANY CITY NEWSLETTER[in a

CAPS : Indicate matter added to existing law.

[Brackets] : Indicate matter deleted from law.

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

~~newspaper of general circulation in the City~~], an announcement of the vacancy, containing the qualifications of the office, the geographical boundaries of the district(s) to be represented, the procedure to apply for appointment to the vacancy or to be placed on the special election ballot, as appropriate, and the deadline for applications. Applications for appointment shall be forwarded by the Clerk to the Mayor and Council. Applications to be placed on the special election ballot shall be forwarded by the Clerk to the Supervisors of Elections, who shall review the applications for the purpose of determining the qualifications of the candidates. The application shall include a petition in a form satisfactory to the Board of Election Supervisors containing the names, addresses and signatures of not less than 20 registered voters residing in the applicant's district or, in the case of the Mayor, not less than 15 registered voters from each district in the City, indicating support of the applicant's candidacy. The applicant's name and signature may appear and be counted toward the required number on any such petition. Any candidate wishing to withdraw his or her application must do so no later than noon on the 11th calendar day before the election.

(b)– (c) * * * *

C. * * * *

Section 2. BE IT FURTHER RESOLVED by the Mayor and Council of the City of College Park, Maryland, that Article IV, “Voting and Elections”, §C4-4 “Other election officials” be repealed, reenacted and amended to read as follows:

§C4-4 “Other election officials.

Biennially, after due notice given [~~in the usual and customary methods in use by the City and, at minimum, printed in a newspaper having general circulation in the City,~~] BY POSTING AT CITY HALL, TO THE OFFICIAL CITY WEBSITE, TO THE CITY-MAINTAINED EMAIL LISTSERV, AND ON THE CITY CABLE CHANNEL; AND PUBLICATION IN ANY CITY NEWSLETTER, the Supervisors of Elections shall appoint such election officials as they deem necessary, who shall be compensated by the Mayor and Council, and conduct an election by ballot for the election of these officers provided for in this Charter. The Judges of Election shall prepare ballots containing the names of those persons eligible to become candidates for office and designating the office they seek and, except as otherwise provided herein in this Charter and in Chapter 34 of the Code, conduct elections under this Charter as nearly as practicable as

is now, or hereafter may be, provide for in the election of officers for Prince George's County under the general election laws.

Section 3. BE IT FURTHER RESOLVED by the Mayor and Council of the City of College Park, Maryland, that Article VIII, “Ordinances”, §C8-2 “Passage” be repealed, reenacted and amended to read as follows:

§C8-2 Passage.

A. A proposed ordinance may be introduced by any member of the City Council at any regular or special meeting of the Council. Prior to formal introduction of the proposed ordinance, the City Council may, at the request of any two Council members, schedule an informational meeting to present information to the public as to the proposed measure and to receive responses back from the public, at which meeting a presentation will ordinarily be made by the Mayor and Council or city staff. Such informational meeting shall be advertised in advance in such manner as the Mayor and Council deem advisable under the circumstances. Following the informational meeting, the Council may, in its discretion, recommit the proposed ordinance for discussion to a work session. Upon formal introduction of the 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~~] POST AT CITY HALL, TO THE OFFICIAL CITY WEBSITE, TO THE CITY-MAINTAINED EMAIL LISTSERV, AND ON THE CITY CABLE CHANNEL, AND PUBLISH IN ANY CITY NEWSLETTER, the proposed ordinance or a fair summary thereof in a newspaper having general circulation in the City of College Park and, if time permits, in the City newsletter, 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 shall follow the publication by at least seven days, may be held separately or in connection with a

regular or special Council meeting and may be adjourned from time to time. All persons interested shall have an opportunity to be heard. After the hearing, the Council may adopt the proposed ordinance with or without amendments or reject it. As soon as practicable after adoption, the City Clerk shall POST AT CITY HALL, TO THE OFFICIAL CITY WEBSITE, TO THE CITY-MAINTAINED EMAIL LISTSERV, AND ON THE CITY CABLE CHANNEL, AND PUBLISH IN ANY CITY NEWSLETTER, ~~[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 published in the City newsletter and available at the city's offices.]~~ Except as otherwise provided, every ordinance adopted shall become effective at the expiration of twenty (20) days after its adoption or at any later date specified therein. However, with respect to the limited zoning-type ordinances that may be passed by the Mayor and City Council pursuant to the authority of §25-303 OF THE LAND USE ARTICLE ~~[8-112.1 of Article 28]~~ of the Annotated Code of Maryland, the provisions of the Annotated Code of Maryland shall control as to the effective date of the proposed ordinance.

B. * * * * *

Section 4. BE IT FURTHER RESOLVED by the Mayor and Council of the City of College Park that, upon formal introduction of this proposed Charter Resolution, the City Clerk shall publish this proposed Charter Resolution 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 is hereby set for _____ p.m. on the _____ day of _____, 2016. All persons interested shall have an opportunity to be heard.

Section 5. BE IT FURTHER RESOLVED that this Charter Resolution is adopted this _____ day of _____, 2016, and that the amendment to the Charter

of the City of College Park, hereby proposed by this enactment, shall be and become effective upon the fiftieth (50th) day after its passage by the City unless petitioned to referendum in accordance with §4-304 of the Local Government Article, Annotated Code of Maryland within forty (40) days following its passage. A complete and exact copy of this Charter Resolution shall be posted in the City offices located at 4500 Knox Road, College Park, Maryland for forty (40) days following its passage by the Mayor and Council and a fair summary of the Charter Resolution shall be published in a newspaper having general circulation in the City not less than four (4) times, at weekly intervals, also within the forty (40) day period following its adoption by the City.

Section 6. BE IT FURTHER RESOLVED that, within ten (10) days after the Charter Resolution hereby enacted becomes effective, either as herein provided or following referendum, the City Manager for the City of College Park shall send separately, by mail, bearing a postmark from the United States Postal Service, to the Department of Legislative Services, one copy of the following information concerning the Charter Resolution: (i) the complete text of this Resolution; (ii) the date of referendum election, if any, held with respect thereto; (iii) the number of votes cast for and against this Resolution by the Council of the City of College Park or in the referendum; and (iv) the effective date of the Charter Resolution.

Section 7. BE IT FURTHER RESOLVED that the City Manager of the City of College Park be, and hereby is, specifically enjoined and instructed to carry out the provisions of Sections 4 and 5 as evidence of compliance herewith; and said City Manager shall cause to be affixed to the minutes of this meeting (i) an appropriate Certificate of Publication of the newspaper in which the fair summary of the Charter Resolution shall have been published; and (ii) return receipts of the mailing referred to in Section 6 and shall further cause to be completed and executed the Municipal Charter or Annexation Resolution Registration Form.

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

ADOPTED by the Mayor and Council of the City of College Park 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

By _____
Patrick L. Wojahn, Mayor

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

Suellen M. Ferguson, City Attorney

8

Future Agenda items



TO: Mayor, City Council, City Manager and Department Directors
FROM: Janeen S. Miller, City Clerk
DATE: June 1, 2016
RE: Future Agendas

The following items are tentatively placed on future agendas. This list has been prepared by the City Manager and me, and represents the current schedule for items that will appear on future agendas.

TUESDAY, JUNE 14, REGULAR MEETING

Presentation to winners of Litter Logo Competition – Councilmember Brennan and Janis Oppelt, Chair, CBE

05-11-16: Presentation on final report of Bicycle Boulevard study – Terry Schum, Director of Planning

Introduction of the compensation and classification study – Jill Clements, Director of Human Resources

Public Hearing on Ordinance 16-O-03

Award of annual asphalt and concrete maintenance contracts - Steve Halpern, City Engineer

05-20-16: Award of mowing contract through October 2016 – Brenda Alexander, Deputy Director of Public Works

(16-G-70) Award of Contract for the Construction of Duvall Field Concession Building and Plaza - Terry Schum, Director of Planning

(Proposed Consent Agenda) 06-02-16: MOU with University of Maryland Department of Transportation Services for resident and employee ridership of Shuttle-UM – Scott Somers, City Manager

There will be a Closed Session at the end of the regular meeting to consider the acquisition of real property for a public purpose

TUESDAY, JULY 5 WORKSESSION

04-07-16: Litter Awareness Campaign (request of Councilmember Brennan) AND Solid waste reduction ideas including Pay As You Throw (PAYT) (request of Councilmember Nagle) and Business Recycling (from FY '17 budget W/S) (60)

05-18-16: Discussion of Homestead Tax Credit Rate (15)

05-17-16: Update on Strategic Plan (60)

05-13-16: Discussion of policy/procedure about responding to letters (20)

05-18-16: Coordination between the City's and the CPCUP/UMD homeowner grant program (20)

(16-G-74) Recommendation for Contract award for Development Consultant - Terry Schum, Director of Planning (30)

TUESDAY, JULY 12 REGULAR MEETING

05-04-16: Public Hearing on proposed permit parking around The Boulevard at 9091 (formerly Metropolitan)

WEDNESDAY, AUGUST 3, 2016 WORKSESSION

10-06-14: Discussion of an amendment to the City Code to prohibit the placement of furniture not designed for outdoor use, within or under a permanent accessory structure such as a covered porch or gazebo (Chapter 125-10.N) – Bob Ryan, Director of Public Services

04-20-16: Proposed amendments to the Fence Ordinance and discussion about the APC's suggestion that the City provide financial incentives to residents to promote the use of fence materials other than chain link.

05-24-16: Discussion of a banner policy for public buildings

05-24-16: Discussion of AIPTF recommendations

TUESDAY, AUGUST 9, 2016 REGULAR MEETING

TUESDAY, SEPTEMBER 6, 2016 WORKSESSION

05-04-16: Discussion of duties of the City's Board of Election Supervisors – should they be organizing debates? – request of Councilmember Nagle

TUESDAY, SEPTEMBER 13, 2016 REGULAR MEETING

TUESDAY, SEPTEMBER 20, 2016 WORKSESSION

06-02-16 Discussion of Recommendations in the Aging-In-Place Task Force Report

TUESDAY, SEPTEMBER 27, 2016 REGULAR MEETING

PENDING AGENDA ITEMS

- 03-08-12: Trolley Trail negotiations – Suellen Ferguson, City Attorney
- 01-07-14: Model Public Participation Ordinance and community engagement – Mayor Wojahn
Discussion about issuing a Request for Expressions of Interest for the Calvert Road School site
- 10-06-15: I-495 and Route 1 intersection safety improvements – SHA
- 10-06-15: Discussion about the future of the Neighborhood Watch Steering Committee
- 10-20-15: Presentation of alternatives for Greenbelt Road at Rhode Island Avenue intersection – Venu Nemani, SHA District Engineer
- 01-20-16: Update to request for Commuter Shuttle Bus Service – Peggy Higgins, Director of Youth, Family and Senior Services (this item will be discussed in conjunction with the Aging-In-Place Task Force Report)
- 03-24-15: Review of the City's Emergency Preparedness Plan – Bob Ryan, Director of Public Services
- 12-14-15: Award of contract for stormwater management projects along Rhode Island Avenue and Narragansett Parkway – Terry Schum, Director of Planning

MASTER LIST

- 03-15-16: Discussion of drainage in the City – request of Councilmember Nagle
- 04-25-16: Business and development incentives for North College Park – request of Councilmember Kabir
- 05-04-16: Comprehensive review of City fines – request of Councilmember Brennan (Finance and Public Services – schedule for Fall)
- 05-04-16: Revisions to resolution establishing the Neighborhood Quality of Life Committee – Councilmembers Stulich and Brennan
- 05-04-16: Discussion of a “homeowners’ resources” fund to provide long-term loans to homeowners for home improvements that would be secured by a lien – request of Councilmember Nagle
- 05-13-16: Follow-up on an Arts and Entertainment Task Force – Bill Gardiner, Assistant City Manager
- 05-17-16: Transportation issues - Councilmember Kujawa
- 06-01-16: Review and discussion of Sections 184.43-44 Non-resident parking permits – Scott Somers, City Manager

Budget Parking Lot:

FY 2015:

1. Public Services-Admin performance measure #2 (response within 1 business day)
(Wojahn): Worksession follow-up (Bob Ryan)

FY 2016:

2. Performance Measures

FY 2017:

3. Location of the additional RRFB
4. Amendment of City Code to allow a parking ban for snow removal or street cleaning
5. Subsidy of resident membership in mbike

May 10, 2014 Retreat Parking Lot:

1. What is the City's role vis-à-vis Day Care needs in the City

9

Appointments

City of College Park
Board and Committee Appointments

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

| Advisory Planning Commission | | | |
|---|------------|--------------|--------------|
| Appointee | Represents | Appointed by | Term Expires |
| Larry Bleau 7/9/02 | District 1 | Mayor | 01/19 |
| Rosemarie Green Colby 04/10/12 | District 2 | Mayor | 04/18 |
| Christopher Gill 09/24/13 | District 1 | Mayor | 09/16 |
| James E. McFadden 2/14/99 | District 3 | Mayor | 04/16 |
| Kate Kennedy 08/11/15 | District 1 | Mayor | 08/18 |
| Javid Farazad 10/27/15 | District 4 | Mayor | 10/18 |
| John Rigg 01/12/16 | District 3 | Mayor | 01/19 |
| <p>City Code Chapter 15 Article IV: The APC shall be composed of 7 members appointed by the Mayor with the approval of Council, shall seek to give priority to the appointment of residents of the City and assure that there shall be representation from each of the City's four Council districts. Vacancies shall be filled by the Mayor with the approval of the Council for the unexpired portion of the term. Terms are three years. The Chairperson is elected by the majority of the Commission. Members are compensated. Liaison: Planning.</p> | | | |

| Airport Authority | | | |
|--|------------|--------------|--------------|
| Appointee | Resides in | Appointed by | Term Expires |
| James Garvin 11/9/04 | District 3 | M&C | 10/18 |
| Jack Robson 5/11/04 | District 3 | M&C | 03/17 |
| Anna Sandberg 2/26/85 | District 3 | M&C | 03/19 |
| Gabriel Iriarte 1/10/06 | District 3 | M&C | 04/16 |
| Christopher Dullnig 6/12/07 | District 2 | M&C | 01/17 |
| David Kolesar 04/28/15 | District 1 | M&C | 04/18 |
| Dave Dorsch 08/11/15 | District 3 | M&C | 08/18 |
| <p>City Code Chapter 11 Article II: 7 members, must be residents and qualified voters of the City, appointed by Mayor and City Council, for three-year terms. Vacancies shall be filled by M&C for an unexpired portion of a term. Authority shall elect Chairperson from membership. Not a compensated committee. Liaison: City Clerk's Office.</p> | | | |

| Animal Welfare Committee | | | |
|---|--------------|--------------|--------------|
| Appointee | Resides in | Appointed by | Term Expires |
| Lois Donaty 07/14/15 | District 2 | M&C | 07/18 |
| Dave Turley 3/23/10 | District 1 | M&C | 04/19 |
| Patti Stange 6/8/10 | Non resident | M&C | 02/17 |
| Taimi Anderson 6/8/10 | Non resident | M&C | 02/18 |
| Suzie Bellamy 9/28/10 | District 4 | M&C | 04/17 |
| Nick Brennan 05/26/15 | District 2 | M&C | 05/18 |
| Kathy Rodeffer 11/24/15 | Non resident | M&C | 11/18 |
| Christiane Williams 03/22/16 | District 1 | M&C | 03/19 |
| <p>Resolution 15-R-26, 10-R-20: Up to fifteen members appointed by the Mayor and Council for three-year terms. Not a compensated committee. Liaison: Public Services.</p> | | | |

| Board of Election Supervisors | | | |
|--|--------------|--------------|--------------|
| Appointee | Represents | Appointed by | Term Expires |
| John Robson (Chief) 5/24/94 | Mayoral appt | M&C | 03/17 |
| Terry Wertz 2/11/97 | District 1 | M&C | 03/17 |
| Mary Katherine Theis 02/24/15 | District 2 | M&C | 03/17 |
| VACANT | District 3 | M&C | 03/17 |
| Maria Mackie 08/12/14 | District 4 | M&C | 03/17 |
| <p>City Charter C4-3: The Mayor and Council shall, not later than the first regular meeting in March of each year in which there is a general election, appoint and fix the compensation for five qualified voters as Supervisors of Elections, one of whom shall be appointed from the qualified voters of each of the four election districts and one of whom shall be appointed by the Mayor with the consent of the Council. The Mayor and Council shall designate one of the five Supervisors of Elections as the Chief of Elections. This is a compensated committee; compensation is based on a fiscal year. Per Council action (item 11-G-66) effective in March, 2013: In an election year all of the Board receives compensation. In a non-election year only the Chief Election Supervisor will be compensated. Liaison: City Clerk's office.</p> | | | |

| Cable Television Commission | | | |
|--|------------|--------------|--------------|
| Appointee | Resides in | Appointed by | Term Expires |
| Jane Hopkins 06/14/11 | District 1 | Mayor | 09/17 |
| VACANT | | Mayor | |
| James Sauer 9/9/08 | District 3 | Mayor | 10/16 |
| VACANT | | Mayor | |
| Normand Bernache 09/23/14 | District 4 | Mayor | 09/17 |
| <p>City Code Chapter 15 Article III: Composed of four Commissioners plus a voting Chairperson, appointed by the Mayor with the approval of the Council, three year terms. This is a compensated committee. Liaison: City Manager's Office.</p> | | | |

| College Park City-University Partnership | | | |
|---|------------------|---------------------|--------------|
| Appointee | Represents | Appointed by | Term Expires |
| Carlo Colella | Class A Director | UMD President | 06/30/18 |
| Edward Maginnis | Class A Director | UMD President | 06/30/18 |
| Michael King | Class A Director | UMD President | 06/30/16 |
| Brian Darmody | Class A Director | UMD President | 06/30/17 |
| Patrick L. Wojahn (01/12/16) | Class B Director | M&C | 06/30/17 |
| Maxine Gross | Class B Director | M&C | 06/30/18 |
| Senator James Rosapepe | Class B Director | M&C | 06/30/19 |
| Stephen Brayman | Class B Director | M&C | 06/30/17 |
| David Iannucci (07/15/14) | Class C Director | City and University | 06/30/17 |
| Dr. Richard Wagner | Class C Director | City and University | 06/30/19 |

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

| Citizens Corps Council | | | |
|---|--------------------|--------------|--------------|
| Appointee | Represents | Appointed by | Term Expires |
| Spiro Dimakas | | M&C | 10/17 |
| Yonaton Kobrias 10/14/14 | | M&C | 10/17 |
| VACANT | Neighborhood Watch | M&C | |
| Dan Blasberg 3/27/12 | | M&C | 03/18 |
| David L. Milligan (Chair) 12/11/07 | | M&C | 02/17 |
| Marilyn Morin 04/12/16 | | M&C | 04/19 |
| <p>Resolution 05-R-15. Membership shall be composed as follows: A Citizen Corps Coordinator for each neighborhood shall be nominated and appointed by the Mayor and Council and serve as a potential member of the CPCCC for the term of their respective office in the neighborhood group. Mayor and Council shall nominate and appoint 5 to 7 residents to serve as community coordinators and to serve on the CPCCC. At least one member of the CPCCC shall be the Neighborhood Watch Coordinator, and at least one member shall represent each of the other Citizen Corps programs such as CERT, Fire Corps, Volunteers In Police Service, etc. Each member of the CPCCC shall serve for a term of 3 years, and may be reappointed for an unlimited number of terms. The Mayor, with the approval of the City Council, shall appoint the Chair and Co-Chair of the CPCCC from among the members of the committee. The Director of Public Services shall serve as an ex officio member. Not a compensated committee. Liaison: Public Services.</p> | | | |

| Committee For A Better Environment | | | |
|---|------------|--------------|--------------|
| Appointee | Resides in | Appointed by | Term Expires |
| Janis Oppelt 8/8/06 | District 1 | M&C | 01/19 |
| Suchitra Balachandran 10/9/07 | District 4 | M&C | 01/17 |
| Donna Weene 9/8/09 | District 1 | M&C | 01/19 |
| Kennis Termini 01/14/14 | District 1 | M&C | 01/17 |
| Matt Dernoga 12/09/14 | District 1 | M&C | 12/17 |
| Karen Garvin 04/28/15 | District 1 | M&C | 04/18 |
| Susan Keller 05/26/15 | District 1 | M&C | 05/18 |
| Adam Killian 11/24/15 | District 1 | M&C | 11/18 |
| Alan Hew 01/12/16 | District 4 | M&C | 01/19 |
| Daniel Walfield 02/23/16 | District 1 | M&C | 02/19 |
| Todd Larsen 03/22/16 | District 2 | M&C | 03/19 |
| Melissa Avery 04/12/16 | District 4 | M&C | 04/19 |
| <p>City Code Chapter 15 Article VIII: No more than 25 members, appointed by the Mayor and Council, three year terms, members shall elect the chair. Not a compensated committee. Liaison: Planning.</p> | | | |

| Education Advisory Committee | | | |
|--|------------|--------------|--------------|
| Appointee | Represents | Appointed by | Term Expires |
| Charlene Mahoney 12/11/12 | District 2 | M&C | 02/17 |
| Alethea Ten Eyck-Sanders 11/10/15 | District 3 | M&C | 11/17 |
| Melissa Day 9/15/10 | District 3 | M&C | 03/17 |
| Carolyn Bernache 2/9/10 | District 4 | M&C | 12/16 |
| Doris Ellis 9/28/10 | District 4 | M&C | 12/16 |
| VACANT | | | |
| Peggy Wilson 6/8/10 | UMCP | UMCP | 05/16 |
| Dawn Powers 1/26/16 | District 2 | M&C | 01/18 |
| David Toledo 04/25/16 | District 1 | M&C | 04/18 |
| Resolutions 15-R-25, 97-R-17, 99-R-4 and 10-R-13: At least 9 members who shall be appointed by the Mayor and Council: at least two from each Council District and one nominated by the University of Maryland. Two year terms. The Committee shall appoint the Chair and Vice-Chair of the Committee from among the members of the Committee. Not a compensated committee. Liaison: Youth and Family Services. | | | |

| Ethics Commission | | | |
|---|------------|--------------|--------------|
| Appointee | Represents | Appointed by | Term Expires |
| Nora Eidelman 11/24/15 | District 1 | Mayor | 11/17 |
| Joe Theis 05/12/15 | District 2 | Mayor | 05/17 |
| James Sauer 12/09/14 | District 3 | Mayor | 12/16 |
| Gail Kushner 09/13/11 | District 4 | Mayor | 01/18 |
| Robert Thurston 9/13/05 | At Large | Mayor | 03/18 |
| Alan C. Bradford 1/23/96 | At-Large | Mayor | 11/17 |
| Frank Rose 05/08/12 | At-Large | Mayor | 03/18 |
| City Code Chapter 38 Article II: Composed of seven members appointed by the Mayor and approved by the Council. Of the seven members, one shall be appointed from each of the City's four election districts and three from the City at large. 2 year terms. Commission members shall elect one member as Chair for a renewable one-year term. Commission members sign an Oath of Office. Not a compensated committee. Liaison: City Clerk's office. | | | |

| Housing Authority of the City of College Park | | | |
|---|------------------------|-------|----------|
| Bob Catlin 05/13/14 | | Mayor | 05/01/19 |
| Betty Rodenhausen 04/09/13 | | Mayor | 05/01/18 |
| John Moore 9/10/96 | | Mayor | 05/01/19 |
| Thelma Lomax 7/10/90 | | Mayor | 05/01/20 |
| Carl Patterson 12/11/12 | Attick Towers resident | Mayor | 05/01/16 |
| The College Park Housing Authority was established in City Code Chapter 11 Article I, but it operates independently under Article 44A Title I of the Annotated Code of Maryland. The Housing Authority administers low income housing at Attick Towers. The Mayor appoints five commissioners to the Authority; each serves a five year term; appointments expire May 1. Mayor administers oath of office. One member is a resident of Attick Towers. The Authority selects a chairman from among its commissioners. The Housing Authority is funded through HUD and rent collection, administers their own budget, and has their own employees. The City supplements some of their services. | | | |

| Neighborhood Quality of Life Committee | | | |
|---|------------------------------|---|-------------------|
| Name: | Represents: | Appointed By: | Term Ends: |
| Mayor and City Council of the City of College Park | | | Term in office |
| Chief David Mitchell | UMD DPS (UMD Police) | University | 02/16 |
| Dr. Andrea Goodwin | UMD Administration – Rep 1 | University | 02/16 |
| Marsha Guenzler-Stevens (Stamp Student Union) | UMD Administration – Rep 2 | University | 04/16 |
| Matthew Supple (Fraternity-Sorority Life) | UMD Administration – Rep 3 | University | 04/16 |
| Gloria Aparicio- Blackwell (Office of Community Engagement) | UMD Administration – Rep 4 | University | 04/16 |
| Karyn Keating-Volke | City Resident 1 | City Council | 02/17 |
| Aaron Springer | City Resident 2 | City Council | 10/17 |
| Bonnie McClellan | City Resident 3 | City Council | 04/16 |
| Denise Mitchell 02/23/16 | City Resident 4 | City Council | 02/18 |
| Bob Schnabel | City Resident 5 | City Council | 08/17 |
| Ryan Belcher | City Resident 6 | City Council | 09/17 |
| Cole Holocker | UMD Student 1 | City Council | 11/16 |
| Adler Pruitt | UMD Student 2 | City Council | 09/17 |
| VACANT | UMD Student 3 | City Council | |
| Ian Henderson 02/23/16 | UMD Student 4 | IFC | 02/18 |
| VACANT | UMD Student 5 | Nat'l Pan-Hell. Council, Inc. / United Greek Council | |
| Drew Hogg | Graduate Student | GSG Representative | 09/17 |
| VACANT | Student Co-Operative Housing | City Council | |
| Maj. Bill Alexander | PG County Police Dept. | PG County Police | |
| Bob Ryan | Director of Public Services | City Council | 10/15 |
| Jeannie Ripley | Manager of Code Enforcement | City Council | |
| Lisa Miller | Rental Property Owner | City Council | 05/18 |
| Richard Biffl | Rental Property Owner | City Council | 02/16 |
| Paul Carlson | Rental Property Owner | City Council | 05/18 |
| Established by Resolution 13-R-20 adopted September 24, 2013 to replace the Neighborhood Stabilization and Quality of Life Workgroup. Amended October 8, 2013 (13-R-20.Amended). Amended February 11, 2014 (14-R-03). Amended July 15, 2014 to change the name (14-R-23). City Liaison: City Manager's Office. Two year terms. Main Committee to meet four times per year. This is not a compensated committee. | | | |

| Neighborhood Watch Steering Committee | | | |
|--|--------------|---------------|---------------|
| | Resident of: | Appointed By: | Term Expires: |
| Robert Boone 04/12/11 | District 1 | M&C | 03/17 |
| Aaron Springer 02/14/12 | District 3 | M&C | 05/16 |
| Nick Brennan 04/22/14 | District 2 | M&C | 04/16 |
| Created on April 12, 2011 by Resolution 11-R-06 as a three-person Steering Committee whose members shall be residents. Coordinators of individual NW programs in the City shall be ex-officio members. Terms are for two years. Annually, the members of the Steering Committee shall appoint a Chairperson to serve for a one-year term. Meetings shall be held on a quarterly basis. This Resolution dissolved the Neighborhood Watch Coordinators Committee that was established by 97-R-15. This is not a compensated committee. Liaison: Public Services. | | | |

| Noise Control Board | | | |
|---|--------------|-------------------------|--------------|
| Appointee | Represents | Appointed by | Term Expires |
| Mark Shroder 11/23/10 | District 1 | Council, for District 1 | 01/19 |
| Harry Pitt, Jr. 9/26/95 | District 2 | Council, for District 2 | 04/20 |
| Alan Stillwell 6/10/97 | District 3 | Council, for District 3 | 09/16 |
| Suzie Bellamy | District 4 | Council, for District 4 | 12/16 |
| Adele Ellis 04/24/12 | Mayoral Appt | Mayor | 04/16 |
| Bobbie P. Solomon 3/14/95 | Alternate | Council - At large | 05/18 |
| Larry Wenzel 3/9/99 | Alternate | Council - At large | 02/18 |
| City Code Chapter 138-3: The Noise Control Board shall consist of five members, four of whom shall be appointed by the Council members, one from each of the four election districts, and one of whom shall be appointed by the Mayor. In addition, there shall be two alternate members appointed at large by the City Council. The members of the Noise Control Board shall select from among themselves a Chairperson. Four year terms. This is a compensated committee. Liaison: Public Services. | | | |

| Recreation Board | | | |
|--|------------|--------------|--------------|
| Appointee | Lives In | Appointed by | Term Expires |
| Eric Grims 08/12/14 | District 1 | M&C | 08/17 |
| Sarah Araghi 7/14/09 | District 1 | M&C | 10/18 |
| Alan C. Bradford 1/23/96 | District 1 | M&C | 02/17 |
| Adele Ellis 9/13/88 | District 3 | M&C | 02/17 |
| Barbara Pianowski 3/23/10 | District 4 | M&C | 05/17 |
| Judith Oarr 05/14/13 | District 4 | M&C | 05/19 |
| Bettina McCloud 1/11/11 | District 1 | M&C | 02/17 |
| David Toledo 04/25/16 | District 1 | M&C | 04/19 |
| Stuart Adams 05/24/16 | District 3 | M&C | 05/19 |
| VACANT | | M&C | |
| City Code Chapter 15 Article II: Effective 2/2/16: 10 members appointed by the Mayor and Council for three-year terms with a goal of representation from each district. The Chairperson will be chosen from among and by the district appointees. Not a compensated committee. Additional participants include the University of Maryland liaison and the M-NCPPC liaison. Liaison: Public Services. | | | |

| Tree and Landscape Board | | | |
|--|-----------------------|--------------|--------------|
| Member | Represents | Appointed by | Term Expires |
| Christine O'Brien 08/11/15 | Citizen | M&C | 08/17 |
| John Krouse | Citizen | M&C | 10/16 |
| Eric Hoffman 08/11/15 | Citizen | M&C | 08/17 |
| Mark Wimer 7/12/05 | Citizen | M&C | 10/16 |
| Joseph M. Smith 09/23/14 | Citizen | M&C | 09/16 |
| Janis Oppelt | CBE Chair Liaison | | |
| John Lea-Cox 1/13/98 | City Forester | M&C | 04/17 |
| Steve Beavers | Planning Director | | |
| Brenda Alexander | Public Works Director | | |
| City Code Chapter 179-5: The Board shall have 9 voting members: 5 residents appointed by M&C, the CBE Chair or designee, the City Forester or designee, the Planning Director or designee and the Public Works Director or designee. Two year terms. Members choose their own officers. Not a compensated committee. Liaison: City Clerk's office. | | | |

| Veterans Memorial Committee | | | |
|---|-----------------|--------------|--------------|
| Appointee | Represents | Appointed by | Term Expires |
| Deloris Cass 11/7/01 | | M&C | 12/15 |
| Joseph Ruth 11/7/01 | VFW | M&C | 01/19 |
| Blaine Davis 10/28/03 | American Legion | M&C | 01/19 |
| Rita Zito 11/7/01 | | M&C | 12/18 |
| Doris Davis 10/28/03 | | M&C | 01/19 |
| Arthur Eaton | | M&C | 11/16 |
| Seth Gomoljak 11/6/14 | | M&C | 11/17 |
| VACANT | | | |
| Resolution 15-R-27, 01-G-57: Board comprised of 9 to 13 members including at least one member from American Legion College Park Post 217 and one member from Veterans of Foreign Wars Phillips-Kleiner Post 5627. Appointed by Mayor and Council. Three year terms. Chair shall be elected each year by the members of the Committee. Not a compensated committee. Liaison: Public Works. | | | |