



TUESDAY, FEBRUARY 25, 2020
CITY OF COLLEGE PARK
DAVIS HALL – 9217 51ST AVENUE

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

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.

1. **MEDITATION**
2. **PLEDGE OF ALLEGIANCE:** Led by Councilmember Rigg
3. **ROLL CALL**
4. **ANNOUNCEMENTS/COMMENTS - MAYOR, COUNCIL, STUDENT LIAISON**
5. **CITY MANAGER’S REPORT**
6. **ACKNOWLEDGMENTS**
7. **PROCLAMATIONS AND AWARDS:**
 - Mayor Wojahn and Education Advisory Committee present ceremonial checks for public school education grants to:
 - Hollywood Elementary
 - Paint Branch Elementary
 - Greenbelt Middle
 - Proclamation For Women’s Heart Health Month
8. **AMENDMENTS TO AND APPROVAL OF THE AGENDA**
9. **PUBLIC COMMENT ON CONSENT AGENDA AND NON-AGENDA ITEMS** - Speakers are asked to provide their name and address for the record, and are given three minutes to address the Council.
 - Miss College Park 2019, Arcadia Ewell
10. Discussion with Lee Sommer, Manager, College Park Airport, about the current tree trimming project.

11. PRESENTATION:

- Results of the 2019 Community Survey, Ryna Quinones, Communication Coordinator

12. CONSENT AGENDA - Note: Consent Agenda items are routine items of business that are collectively presented for approval through a single motion. A Councilmember may request that an item be pulled from the Consent Agenda and placed under Action Items for separate discussion and action.

20-G-34 Approval of FY '20 Community Services Grants to: 1) the Embry Center for Family Life for the B.O.O.S.T program in the amount of \$2,500; 2) Holy Redeemer Catholic Church for the Safe Haven program in the amount of \$2,500; 3) the National Museum of Language for their Summer Camp program in the amount of \$2,500; 4) the College Park Nursery School for \$2,500; and 5) to the Pregnancy Aid Center for the Food Pantry in the amount of \$2,500.

Motion By:
To:
Second:
Aye:
Nay:
Other:

Additionally, approval of a sponsorship in the amount of \$1,000 for College Park Nursery School's Fun Fair.

20-G-35 Approval of EAC Recommendation for public school grant award to Buck Lodge Middle School in the amount of \$2,750 for "Positive Behavior Intervention & Supports Incentive Program."

20-G-36 Adoption of revised Mayor and Council Rules and Procedures, with the exception of Section S (Conduct of Councilmembers), #5 (Disclosure of Communication).

20-G-37 Approval of a letter to PGCPs requesting the relocation of the elementary school bus stop on Cherry Hill Road

20-G-38 Approval of a letter to US Department of State Secretary Pompeo stating that the City of College Park consents to receive refugees (reference Executive Order 13888, "On Enhancing State and Local Involvement in Resettlement")

20-G-39 Approval of a letter in support of HB 130 / SB 319, Vehicle Laws – Move Over Safety Monitoring System – Authorization

20-G-40 Approval of a letter in support of HB 1526 - Transportation Carbon Reduction Fund – Establishment (Transportation Carbon Fund Act)

20-G-41 Approval of minutes from the December 14, 2019 Mayor and Council Orientation; the January 6, 2020 Legislative Dinner; and the January 7, 2020 Worksession

13. ACTION ITEMS

- 20-G-42 Approval of Section S (Conduct of Councilmembers), #5 (Disclosure of Communication) in Mayor and Council Rules and Procedures
Motion By:
To:
Second:
Aye: Nay:
Other:
- 20-G-45 Approval of traffic modifications on Calvert Road in connection with the Purple Line closure of Campus Drive (for example, any modifications to existing speed humps, speed limit or stop signs).
Motion By:
To:
Second:
Aye: Nay:
Other:
- 20-O-03 Introduction of Ordinance 20-O-03, An Ordinance Of The Mayor And Council Of The City Of College Park Amending City Code Chapter 11, "Authorities", Chapter 15 "Boards, Commissions And Committees", Chapter 138, "Noise", Chapter 179, "Tree And Landscape Maintenance"; To Discontinue The Cable Television Commission; Set Consistent Terms For All Board, Commission And Committee Members Appointed Under Chapters 15, 138 And 179 And Airport Authority Members Appointed Under Chapter 11; Remove Overly Prescriptive Staff Liaison And Membership Requirements, And Require Annual Work Plans For Mayor And Council Review And Approval, From Certain Advisory Boards – Suellen Ferguson, City Attorney
Motion By:
To:
Second:

(The Public Hearing will be held on March 10)

- 20-CR-01 Introduction of Charter Resolution 20-CR-01, A Charter Resolution Amending Article IV Voting and Elections, Section C4-3, Supervisors of Elections, to amend the appointment date for the Supervisors of Elections – Suellen Ferguson, City Attorney
Motion By:
To:
Second:

(The Public Hearing will be held on March 24)

14. GENERAL COMMENTS FROM THE AUDIENCE

15. ADJOURN

INFORMATION REPORT

16. Weekly Legislative Report

- This agenda is subject to change. For the most current information, please contact the City Clerk at 240-487-3501.
- Public Comment is taken during Regular Business meetings on the second and fourth Tuesdays of the month in one of the following ways. All speakers are requested to complete a card with their name and address for the record.
 - To comment about a topic not on the meeting agenda: Speakers are given three minutes to address the Council during "Public Comment on Non-Agenda Items" at the beginning of each Regular Meeting.
 - To comment on an agenda item during a Regular Business meeting: When an agenda item comes up for consideration by the Council, the Mayor will invite public comment prior to Council deliberation. Speakers are given three minutes to address the Council on that agenda item.
- 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.

PROCLAMATION

Women's Heart Health Month

**PROCLAMATION
GO RED FOR WOMEN**

WHEREAS, the American Heart Association’s “Go Red for Women” movement empowers women to beat heart disease and stroke while providing a platform to increase awareness of heart disease and serves as a network to help improve the lives of women across the world; and

WHEREAS, heart disease continues to be a woman’s greatest health threat, serving as the leading killer of women in the United States resulting 1 in 3 women falling victim to this disease; and

WHEREAS, 90 percent of women have one or more risk factors for developing heart disease; in fact, 64 percent of women who die suddenly of coronary heart disease had no previous symptoms; and

WHEREAS, heart disease affects the blood vessels and cardiovascular system and can take many forms like congestive heart failure, abnormal rhythm of the heart, as well as heart valve problems; and

WHEREAS, caring for your heart through a healthy diet and regular physical activity is the secret weapon to preventing heart disease and can reduce the risk for heart disease by as much as 80 percent; and

WHEREAS, the American Heart Association’s Go Red For Women® movement encourages women to learn their family history and to meet with a healthcare provider to determine their risk for heart disease and stroke.

NOW, THEREFORE, I, Patrick L. Wojahn, Mayor of the City of College Park, proclaim February as GO RED FOR WOMEN month, and encourage residents to take charge of their heart health.

PROCLAIMED THIS _____ DAY OF _____, 2020.

Patrick L. Wojahn, Mayor
City of College Park, Maryland

DISCUSSION

College Park Airport Tree Trimming Project

February 21, 2020

TO: College Park City Council
FROM: Tree and Landscape Board
RE: College Park Airport Tree Mitigation Plan

As the tree work continues at the College Park Airport, the Tree and Landscape Board (TLB) recommends the City Council schedule a follow up meeting with Airport representatives including Mr. Lee Sommer, Manager of the College Park Airport, and Maryland-National Capital Park and Planning Commission (M-NPPC), to provide an update regarding the work in progress and discuss the strategy to replace trees on the land within the City of College Park. Of particular concern is the number of trees being removed appears to be far in excess of the number that was originally communicated to the City Council. In addition, the purpose of this invitation is to have them clarify the following questions with regard to the intended mitigation plan, to address the extensive loss of tree canopy from these tree removals in the airport flight paths. Given that the work has just started, we recognize that some questions may be in flux until the work is completed, but estimates can be given.

1. How many trees have been pruned to date, and is this more or less than originally estimated?
2. How many trees have been removed to date, and is this more or less than originally estimated?
3. How many additional (unplanned) trees have been removed to date?
4. What is the total budget allocated for the replacement of the trees that have been removed?
5. The promised tree replacement ratio was 3:1 (3 new trees for every tree removed). How many estimated trees will be replaced?
6. What species of trees will be selected as replacements?
7. What will be the minimum size (caliper) of the replacement trees?
8. Will the replacement trees be planted in the same location?
9. What is the timeline for tree replacement, i.e., when will the replacement trees be planted?
10. What protection will be provided for the replacement trees to aid in their survival (e.g. from browsing by deer)?
11. What follow up maintenance is planned to ensure the survival of replacement trees?

We ask that the City Council expedite this meeting, as the project is well underway, and many concerns have been voiced related to the magnitude of the tree loss. As the tree work seems necessary for the continued operation of the airport, a tree mitigation plan is a necessary, environmentally responsible component of the project that was not fully addressed at the prior Council presentation. Since the project will continue throughout spring and early summer 2020, there should be adequate time for the development of a robust mitigation plan that will focus on the reforestation of the denuded areas with appropriate tree species that are suitably sized for the height constraints, for Fall planting. Given our goals for protecting the City's tree canopy, we hope the Council will agree that a further meeting to provide answers to these questions is of some urgency.

20-G-34

Approval of FY'20
Community Services Grant

**City of College Park
Community Services Grant Application – FY2020**

NOTE: Return completed application to the Finance Director for the City of College Park by January 15, 2020. These grant applications will be reviewed by the City Council Grants Subcommittee in late January. They will make a recommendation to the City Council for consideration at a February 2020 meeting. Approved Community Service Grants are expected to be paid by the end of February. A hold-harmless agreement is required from recipients prior to payment of the grant.

A. GENERAL INFORMATION:

Organization & Program Name: Embry Center for Family Life

Organization Address: 5014 Lakeland Road, College Park, MD 20740

Event name/date (if applicable): B.O.O.S.T. (Building Our Own Success Trail) Tutoring Program

City/State/Zip: 5101 Lakeland Road, College Park, MD 20740

Contact Person/Title: Maxine Gross, Program Director

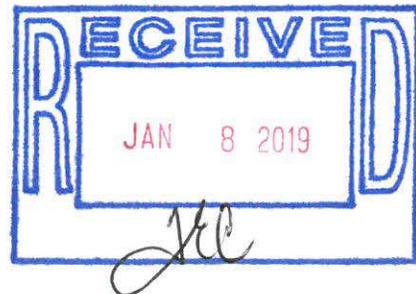
Telephone Number: 240-643-7264 FAX Number: _____

E-mail Address: maxine.a.gross@gmail.com

Grant Request: \$ 2,500.

Sponsorship Request: \$ _____

Sponsorship Request non-monetary/in-kind services: *brief description of services requested*



Use of awarded funds: Will these funds/services be used to: (check the appropriate box)

Maintain Existing Program Expand Existing Program Start New Program

1. Is this a collaborative program involving other agencies? Yes No
2. If yes, please provide the name of collaborating agencies and the nature of the collaboration
 - UMD Office of Community Engagement – Provides program advertising and volunteer referral.
 - District 3 Special Appropriations Grant- Councilwoman Danielle Glaros – District 3 County Council Representative- past grant funder
 - Community Foundation of College Park-Art’s Council past grant funder
 - The Rotary Club of College Park Charity Trust, Inc. past grant funder
 - College Park Art’s Council – In-kind Services weekly summer Art program
 - Embry A.M.E. Church – Provides meeting space and volunteers.
 - Paint Branch and Berwyn Heights Elementary Schools, Greenbelt Middle School- Provides program advertising and referral to families and students.
 - College Park Community Center- Provides additional activity space as needed.
 - University of Maryland – Provides volunteer tutors
 - Global Living Community
 - Alpha Phi Omega Service Fraternity
 - CIVICUS Living and Learning Program

B. DESCRIPTION OF PROGRAM OR EVENT FOR WHICH YOU ARE REQUESTING FUNDS/ASSISTANCE: (include the purpose; how this will benefit the City and its residents; number of College Park residents benefitted; number of volunteers/staff used; etc.)

The purpose of the program is to strengthen the educational skills of students in the community and to expose them to a better quality of life. This program seeks to build relationships within the community socially and culturally. Resources are needed to support the Center for Family Life’s educational programs and to increase its capacity to reach a greater number of participants within College Park and surrounding areas. Tutors help in Math, Reading, English, and Science on Mon, and Thurs. 6:30-8:30 at the Embry A.M.E. Fellowship Hall Building located at 5101 Lakeland Road. Activities are at times housed at the College Park Community Center.

Currently there are students in the program 17 of that number are residents of College Park.
Volunteers number 49 this includes 36 University of Maryland Students.

C. ORGANIZATIONAL STRUCTURE:

1. Number of current board members? 7
2. In what year did this program/event begin operating? 2017
4. Is the organization incorporated? 2011
Is the organization registered in Maryland? Yes
(Please provide a copy of proof of incorporation or registration)
5. Is the organization qualified under Internal Revenue Code and regulations as a tax exempt organization? Yes If so, under what section of 501(c)? _____
Federal Identification Number: 45-2562988
6. Is this organization in compliance with all laws and regulations? [] Yes [] No
7. Staffing Profile: Identify the number and position/title of staff used to administer this program/event:
List Position/Titles and any compensation provided:

D. PRIOR CITY FUNDING:

1. Have you received any funding from the City in the past? [] Yes [] No
If yes, what month/year? _____ / 2019
2. If Yes, did you file a final report? [] Yes [] No

E. FUNDING SUMMARY:

Grant Request	\$ <u>2500.00</u>
Funds Secured from Other Sources	<u>\$ 4775.00</u>
Additional Funds Yet to be Secured	<u>0</u>
Total Program Funds	\$ <u>7275.</u>

F. PROGRAM EXPENSES:

Expenses

Personnel costs (Volunteer stipends)	<u>2400.00</u>
Student Incentives	<u>200.00</u>
Consulting fees	<u>0</u>
Equipment	<u>200.00</u>
Supplies	<u>3200.00</u>
Printing	<u>75.00</u>
Facility	<u>1000.00</u>
Background Checks	<u>200.00</u>
TOTAL EXPENSES	\$ <u>7275.00</u>

NET SURPLUS / (DEFICIT) **\$ 00.00**

Expense narrative, if necessary:

We, the authorized representatives of the applicant organization, have completed or directed the completion of this application for the City of College Park Community Services Grant and confirm that the information contained herein is true and correct to the best of our knowledge, information and belief.

Maxine Gross 1/5/2020
Signature/Date

Maxine Gross/ President
Printed Name/Title

Maggie Brooks 1/5/2020
Signature/Date

Maggie Brooks/ Treasure
Printed Name/Title

For reviewer use:

Previous City Grant Report

Purpose and Goals

The funding is sought to address the needs of parents and children within the community by improving the educational goals of students enrolled in the B.O.O.S.T. (Building Our Own Success Trail) program. Resources sought will assist the efforts of B.O.O.S.T. tutors and the students on an ongoing basis. Such funding is essential for the viability of the Embry Center for Family Life's educational tutorial program. The long-term goal of the program is to improve the test scores and other educational skills of students in the community and to equip parents with the resources needed to assist their children with their educational needs. This program seeks to build relationships with the community socially and culturally in order to improve the quality of life for participating families. The Embry Center for Family Life works to provide greater outcomes for the children, youth, and families served. Specifically, the B.O.O.S.T. program will be implemented to support students in grades K-12, residing in the Lakeland, Berwyn and College Park communities using student tutors from the University of Maryland. The Center's goal is to provide the academic resources and enrichment activities necessary to empower and equip the students to become successful learners and future leaders. Tutors helped in Math, Reading, English, and Science on Mon, Thurs. 6:30-8:30 at the Embry A.M.E. Church, Fellowship Hall Building located at 5101 Lakeland Road. Outreach activities are at times housed at the College Park Community Center. The estimated number of participants in the B.O.O.S.T. program is 35. This number encompasses children and their parents. The funding sought will support both groups. The B.O.O.S.T. program is an ongoing program that has been in operation for over a century. The expertise and experience gained has resulted in improved performance and test scores for youth within the community.

Impact of Grant

Funds supported B.O.O.S.T. (Building Our Own Success Trail) during the 2018-2019 school year. Most students taking part were students of Paint Branch Elementary School. Students and tutors met 58 times serving an average of twelve students each time. A total of 32 students and their parents took part in the program. At break time each session, a meal was served to students as well as those parents and volunteers present. More than 700 student meals were provided.

Here is a sampling of parent's comments about the impact of the program

Parent -Mrs. Cerna

Student - College Park Academy

"Thank you all so much. Kimberly has all her classes online and its hard for her. It's hard for me! Programming the calculator... too much. Thank you."

Parent -Ms. Wang

2 Students – Paint Branch Elementary

"Thank you. Their English is better. Doing good in school. I need English too."

(2018 - BOOST bridged to an ESL class for parents at Paint Branch Elementary)

Parent – Mr. Martinez

Student -Berwyn Heights Elementary

"Her English was okay. Now, she reads much better."

Number of individuals served

32 children and their families totaling 59 individuals.

Lessons Learned

Overall the experience was very successful.

Challenges were experienced in supplying tutors. Most of our tutors are University of Maryland students. They were not able to report during exam time or after their classes had ended for the term. We are currently adding more older adult tutors and gaining commitments from them for periods they will be most needed.

Consistent attendance of students was also a challenge. The program will run twice a week this year. With the reduction in days, we plan to increase the number of students served and the number attending consistently. An incentive program will be introduced to encourage regular attendance.

We lacked a regular process for gaining information on progress of students. Beginning this school year, a one page questionnaire will be given to each participant family to provide feedback on student progress and family satisfaction with the program. This too will be made part of our student incentive program. Students will get a point each evening they attend as well as points for bringing a new friend and for returning the completed quarterly questionnaire. Prizes will be awarded to top point earners at the close of each of the two semesters.

**City of College Park
Community Services Grant Application – FY2020**

NOTE: Return completed application to the Finance Director for the City of College Park by January 12, 2020. These grant applications will be reviewed by the City Council Grants Subcommittee in late January. They will make a recommendation to the City Council for consideration at a February 2020 meeting. Approved Community Service Grants are expected to be paid by the end of February. A hold-harmless agreement is required from recipients prior to payment of the grant.

A. GENERAL INFORMATION:

Organization & Program Name: The National Museum of Language (NML)

Organization Address: P.O. Box 453, Greenbelt, MD 20768-0453

Event name/date (if applicable):

City/State/Zip: Greenbelt, MD 20768-0453

Contact Person/Title: James E. McFadden, NML Treasurer and Board Member

Telephone Number: 301-741-9492 FAX Number: None

Email Address: alamor1@verizon.net or info@languagemuseum.org

Grant Request: \$2,500.00

Sponsorship Request: \$ -0-

Sponsorship Request non-monetary/in-kind services: *brief description of services requested:* NONE

Use of awarded funds: Will these funds/services be used to: (check the appropriate box)

Maintain Existing Program Expand Existing Program Start New Program

1. Is this a collaborative program involving other agencies? Yes No
2. If yes, please provide the name of collaborating agencies and the nature of the collaboration.

Over the years the Museum has collaborated with the Prince George's County Department of Parks and Recreation Services, College Park Community Center Staff, Lake Arbor Foundation, etc. This year the Museum will reinvigorate exploring possible efforts with College Park Youth and Family Services focusing on seniors and with the College Park Academy with a focus on the Academy library, hosting traveling exhibits and possible intern activities. Plans are also ongoing to reach out to the City's Committee on Aging to publicize NML programs of interest to our elderly neighbors. Transportation to and from events is an issue that could be resolved using the Neighbors Helping Neighbors network. The NML has begun discussions with the staff of the Federal Courthouse in Greenbelt to host the museum's traveling exhibits. This exhibit would be in collaboration with the Alphabet Museum, Waxhaw, NC.

Prince George's County Schools: The NML works with local schools to recruit students to attend the camps and speaker events as well as possibly hosting camp activities.

B. DESCRIPTION OF PROGRAM OR EVENT FOR WHICH YOU ARE

REQUESTING FUNDS/ASSISTANCE: (include the purpose; how this will benefit the City and its residents; number of College Park residents benefitted; number of volunteers/staff used; etc.)

The NML continues to pursue an aggressive list of projects, however, the foci are always on the annual summer camps, the NML virtual museum experience, and the Dr. Amelia C. Murdoch Speaker Series. This past year the Museum conducted one summer camp in partnership with the Lake Arbor Foundation Summer Camp devoted to Japanese. In 2020 the NML intends to return to its traditional three one day camps. One to be conducted in a College Park City venue such as the Parish House, (language focus to be determined), one day to be conducted in partnership with the Lake Arbor Foundation Summer Camp devoted to Spanish (Spain and Argentina) and the last day devoted to Arabic (focusing on the Egyptian culture). The 2020 summer camps will be similar in nature with the exact dates to be determined after negotiations with the City of College Park and other potential partners. The NML will ensure that the home-schooled community is aware of the summer camp program

to broaden language and cultural opportunities. The languages and cultures explored in the camps may differ from year to year and depends on the availability of local experts.

The NML virtual museum is growing with a substantial increase in content including additions to the monthly newsletter that high light a different language every month and interviews conducted by the NML's Social Media Manager with noted linguists, authors, educators, and curators. The very successful Philogelos "Joke" Book continues to be a popular part of the on-line experience and funding is required to continue this work.

The speaker series requires funding as the NML ramps up its search for speakers outside of the Metropolitan DC area. The summer camps and the speaker series are also used to display the NML's moveable museum exhibits. These exhibits are now over a decade old and require minor maintenance and conservation. This work includes fabric and paper repair, replacing lost items, etc. This maintenance and conservation work will become a focus as the NML works with the Federal Courthouse in Greenbelt and the Alphabet Museum to mount a major exhibit.

C. ORGANIZATIONAL STRUCTURE:

1. Number of current board members: 6
2. In what year did this program/event begin operating? 2011
3. Is the organization incorporated? Yes
Is the organization registered in Maryland? Yes, MDCID is 2966
4. Is the organization qualified under Internal Revenue Code and regulations as a tax exempt organization? Yes If so, under what section of 501 (c)? 501(c)(3)

Federal Identification Number: 52-2085197

5. Is this organization in compliance with all laws and regulations? Yes
6. Staffing Profile: Identify the number and position/title of staff used to administer this program/event:

List Position/Titles and any compensation provided:

The NML has a part-time administrative assistant, Linda Thompson, a retired secondary school language teacher, who is available full-time for the entire time the Summer Camps are in session. In addition, we draw upon our numerous volunteer professional educators and regular docents, and plan to compensate select language experts for each language-specific program. Additionally, Dr. Pat Barr-Harrison (a Trustee), is long-time educator and language teaching consultant.

The NML employs a part-time contractor, Robert Glass, to serve as Social Media Manager. This person devotes approximately 20 hours per month moderating the NML blog, writing articles, accepting Facebook members, posting news of NML events and

links to website exhibits, posting images from exhibits and events and other tasks as directed by the NML Board of Trustees.

The administrative assistant and the Social Media Manager are paid \$10.00 per hour. All other persons are unpaid volunteers, Board members, advisors, etc.

D. PRIOR CITY FUNDING:

1. Have you received any funding from the City in the past? Yes
If yes, what month/year? Jan / 2019
2. If yes, did you file a final report? Yes

E. FUNDING SUMMARY:

College Park grant request	<u>\$2,500.00</u>
Funding from other sources	<u>\$4,500.00</u>
Additional Funds yet to be secured	<u>\$-0-</u>
Total Program Funds	<u>\$6,500.00</u>

F. PROGRAM EXPENSES:

Personnel costs	<u>\$4,680.00</u>
Consulting fees	<u>\$1,000.00</u>
Supplies	<u>\$ 820.00</u>
Total estimated expenses	<u>\$6,500.00</u>

Expense narrative: The administrative assistant is expected to work 228 hours and the social media manager will work 240 hours for a total of 468 hours at \$10.00 per hour. The consulting fees are for conservators to review the NML exhibits. Supplies cover the office supplies needed for typical office support as well as the costs of minor materials needed for repair of exhibits.

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We, the authorized representatives of the applicant organization, have completed or directed the completion of this application for the City of College Park Community Services Grant and confirm that the information contained herein is true and correct to the best of our knowledge, information and belief.

James E. McFallen, January 10, 2020
Signature/Date

James E. McFallen, Treasurer
Printed Name/Title

For reviewer use:

National Museum of Language, Inc. (The)

James McFadden, P.O. Box 453, Greenbelt, MD, 20768-0453, Prince George's County, Phone : (301) 864-7071

Disclaimer - Because they have received less than \$25,000 in charitable contributions in the most recently completed fiscal year, this organization is not required to submit financial information.

Income

Charitable Contributions: \$10,339.96

Total Income: \$0.00

Expenses

Charitable Program: \$0.00

Management and General Expenses: \$0.00

Fund Raising Expenses: \$0.00

Total: Fundraising and Mgt Expenses: \$ (%)

Percentage denotes amount of money spent on management and fund-raising for reporting year. Financial figures were obtained from organization's IRS 990 report.

Year Represented: 2018

Uses a Paid Fundraiser: No

Purpose: To establish a national museum of language

MD Charity Identification Number (CID): 2966

**City of College Park
Community Services Grant Application – FY2020**

NOTE: Return completed application to the Finance Director for the City of College Park by January 15, 2020. These grant applications will be reviewed by the City Council Grants Subcommittee in late January. They will make a recommendation to the City Council for consideration at a February 2020 meeting. Approved Community Service Grants are expected to be paid by the end of February. A hold-harmless agreement is required from recipients prior to payment of the grant.

A. GENERAL INFORMATION:

Organization & Program Name: Holy Redeemer Catholic Church / Safe Haven

Organization Address: 4902 Berwyn Road

Event name/date (if applicable): Safe Haven 2020

City/State/Zip: College Park, MD 20740

Contact Person/Title: Fr. Mark Smith, Pastor

Telephone Number: 301-474-3920 FAX Number: 301-441-4954

E-mail Address: Mark.Smith@holy-redeemer.org

Grant Request: \$ 2,500.00

Sponsorship Request: \$ Ø

Sponsorship Request non-monetary/in-kind services: *brief description of services requested*

Use of awarded funds: Will these funds/services be used to: (check the appropriate box)

Maintain Existing Program Expand Existing Program Start New Program

1. Is this a collaborative program involving other agencies? Yes No

2. If yes, please provide the name of collaborating agencies and the nature of the collaboration

B. DESCRIPTION OF PROGRAM OR EVENT FOR WHICH YOU ARE REQUESTING FUNDS/ASSISTANCE: (include the purpose; how this will benefit the City and its residents; number of College Park residents benefitted; number of volunteers/staff used; etc.)

Safe Haven Program Overview

Each year, Holy Redeemer Parish participates with other churches from different denominations in the Safe Haven Homeless Shelter Program, an initiative that offers food, shelter, shower facilities, laundry service, haircuts, and other amenities to approximately 15 homeless men from College Park and surrounding communities for two weeks. In many cases, these men have jobs but lack stable housing. This program enables the participants to focus on priorities because their basic needs are met for this period of time.

At present, over 50 volunteers and staff (all un-paid) assist in the efficient running of this program.

C. ORGANIZATIONAL STRUCTURE:

1. Number of current board members? 16

2. In what year did this program/event begin operating? 1988

4. Is the organization incorporated? Yes
Is the organization registered in Maryland? Yes
(Please provide a copy of proof of incorporation or registration)

5. Is the organization qualified under Internal Revenue Code and regulations as a tax exempt organization? Yes If so, under what section of 501(c)? 3

Federal Identification Number: 52-060786

6. Is this organization in compliance with all laws and regulations? Yes No

7. Staffing Profile: Identify the number and position/title of staff used to administer this program/event:

List Position/Titles and any compensation provided:

- ① Jim Thompson, volunteer program coordinator
- ② Fr. Mark Smith, pastor

D. PRIOR CITY FUNDING:

1. Have you received any funding from the City in the past? Yes No
If yes, what month/year? Feb / 2019
2. If Yes, did you file a final report? Yes No

E. FUNDING SUMMARY:

College Park grant request	\$ <u>2,500.00</u>
Funding from other sources : <u>Holy Redeemer</u> <u>Social Justice Committee</u>	<u>1,000.00</u>
Additional Funds Yet to be Secured	<u>Ø</u>
Total Program Funds	\$ <u>3,500.00</u>

F. PROGRAM EXPENSES:

Personnel costs	\$ <u>Ø</u>
Consulting fees	<u>Ø</u>
Equipment purchases <u>(Cots, linens, pillows, blankets, toiletries, etc.)</u>	<u>750.00</u>
Supplies <u>(eye glasses, prescriptions, clothing, phones, furniture)</u>	<u>750.00</u>
Transportation <u>(weekly bus passes, gas cards, bicycles)</u>	<u>500.00</u>
Equipment rentals	<u>Ø</u>
Other services (describe: <u>food preparation, cleaning</u>)	<u>200.00</u>
Other expenses (describe: <u>food and unpredictable needs</u> <u>of 15 homeless men</u>)	<u>1,300.00</u>
Total estimated expenses	\$ <u>3,500.00</u>

Expense narrative, if necessary:

We, the authorized representatives of the applicant organization, have completed or directed the completion of this application for the City of College Park Community Services Grant and confirm that the information contained herein is true and correct to the best of our knowledge, information and belief.

Mark Smith
Signature/Date

Kathie Bernitt 1/13/2020
Signature/Date

Fr. Mark Smith, Pastor
Printed Name/Title

Kathie Bernitt, Bookkeeper
Printed Name/Title

For reviewer use:

**City of College Park
Community Services Grant Application – FY2020**

NOTE: Return completed application to the Finance Director for the City of College Park by January 15, 2020. These grant applications will be reviewed by the City Council Grants Subcommittee in late January. They will make a recommendation to the City Council for consideration at a February 2020 meeting. Approved Community Service Grants are expected to be paid by the end of February. A hold-harmless agreement is required from recipients prior to payment of the grant.

A. GENERAL INFORMATION:

Organization & Program Name: College Park Nursery School

Organization Address: 4512 College Ave.

Event name/date (if applicable): _____

City/State/Zip: College Park, MD 20740

Contact Person/Title: Megan Broderick, President, Board of Directors

Telephone Number: (301) 864-5355 FAX Number: n/a

E-mail Address: presidentcpns@gmail.com

Grant Request: \$10,000

Sponsorship Request: \$ _____

Sponsorship Request non-monetary/in-kind services: *brief description of services requested*

D. PRIOR CITY FUNDING:

1. Have you received any funding from the City in the past? Yes No
If yes, what month/year? ____/____
2. If Yes, did you file a final report? Yes No

E. FUNDING SUMMARY:

College Park grant request	\$ 10,000
Funding from other sources	\$ 154,148
Additional Funds Yet to be Secured	n/a
Total Program Funds	\$ 164,148

F. PROGRAM EXPENSES:

See Attachment

Personnel costs	\$ _____
Consulting fees	_____
Equipment purchases	_____
Supplies	\$8,200
Transportation	_____
Equipment rentals	_____
Other services (describe: Training - teachers and parents)	\$1,800
Other expenses (describe: _____)	_____
Total estimated expenses	\$ 10,000

Expense narrative, if necessary:

See attachment

We, the authorized representatives of the applicant organization, have completed or directed the completion of this application for the City of College Park Community Services Grant and confirm that the information contained herein is true and correct to the best of our knowledge, information and belief.

Megan C Broderick 1/7/2020
Signature/Date

Signature/Date

Megan Broderick, President
Printed Name/Title

Printed Name/Title

For reviewer use:

This is in response to sections B and F of the Community Services Grant Application for the City of College Park, FY 2020, for College Park Nursery School.

College Park Nursery School has been a local resource for early childhood care and education for more than 60 years. We provide early education for up to 60 students ages 2-5 annually. As a cooperative school, we are led by parents who make up the Board of Directors. Every family is responsible for a job that is essential to the functioning of the school, and parents also work alongside our teachers in the classroom on a rotating basis as classroom aides. Our model allows for affordability and flexibility, and encourages parent involvement – which sets a standard for parental involvement that follows children into elementary school and beyond and provides a foundation for building a community of parents who support each other

We are proud of what we offer to this community. We also recognize that there are areas in which we can grow and improve to better serve the needs of the community. There have been substantial recent efforts to increase the early childhood care and education options in our city, and we are seeking this grant money so that we can also be better positioned to meet the needs of College Park families and be part of the movement to offer a high standard of care for our youngest citizens. We have unfilled openings - and have not filled to capacity for the last several years. We know there are additional families we can serve in our community.

Because of our reliance on family jobs to run our school, we are able to charge lower tuition than many other childcare options – making us a viable option for families of a variety of socioeconomic statuses. We also offer need-based financial assistance – in the current school year, we have exhausted all of our financial aid funds. We enroll children who are not potty trained because we recognize children in this age range have highly individualized developmental needs – this can be a challenging accommodation for families to find. We are the only cooperative pre-school in College Park and the closest one serving communities including Mt. Rainier, Hyattsville, University Park and others, as well as the diverse university community. Serving children from surrounding communities draws patronage to local establishments and feeds interest in College Park and its events, activities and services.

We are seeking this grant funding to provide for a variety of specific initiatives to improve the overall quality and reach of our services. That includes:

- To remain in compliance with state licensing requirements and to improve the classroom experience of our students, we will begin requiring in the 2020-2021 school year that all parents who serve as classroom aides participate in six hours of parent education per year. We are seeking \$1,500 to help the school fund a portion of this training and alleviate some of the financial pressure this requirement creates for our families.
- To improve our ability to prepare children for elementary school and ensure families are linked early with intervention services, we are working to implement additional early screening and assessment tools. We already maintain a partnership with College Park Youth and Family Services for social-emotional education and identification of children with further social-emotional needs. However, we are seeking standardized assessment

tools that allow parents and teachers to work together to identify children with additional needs. We are also seeking to further the training and credentialing of our teachers and to purchase additional curriculum resources. Total cost: \$1,800.

- To ensure we are reaching as many families as possible to educate them about our school and about the benefits of participating in a cooperative school, we are seeking \$2,000 for marketing and outreach materials such as signage, advertisements, and promotional materials. We know there are families with unmet early care and education needs in our city, and we believe we can fulfill that need for some families who simply are not hearing about our services or who have not had opportunities to learn about the cooperative model. We would seek to offer these materials in multiple languages to expand our reach.
- We are fortunate to be located in the center of downtown College Park in shared space with St. Andrew's Episcopal Church. In order to maintain our facilities and provide the healthiest, safest space possible for children in our school, we are seeking \$3,500 for climate control equipment, paint and labor. The heart and soul of our school lies in our families and our teachers, but we know the physical environment can also have a great impact on learning and engagement. Additionally, we are requesting \$1,200 for miscellaneous beautification of our grounds and playground equipment. This benefits not only our children and families, but also the community surrounding our location.

**City of College Park
FY 2020 Community Services Grant Application**

NOTE: Certain items on this grant application have designated point values to be used in the review of application for City Council award. Point values are noted in parentheses after section or question headings.

A. GENERAL INFORMATION:

Organization Name: Pregnancy Aid Centers, Inc.

Organization Address: 4809 Greenbelt Road

City/State/Zip: College Park MD 20740

Program Name (if different): PAC Food Pantry Program

Contact Person/Title: Mary Jelacic, Executive Director

Telephone Number: 301-345-9325 FAX Number: 301-441-3147

E-mail Address: mary_jelacic@yahoo.com

Grant Request: \$5,000

Use of Grant Funds: Will the City of College Park Community Services Grant be used to maintain an existing program, expand an existing program or start a new program? Check the appropriate box:

Maintain Existing Program Expand Existing Program Start New Program

.....
We, the authorized representatives of the applicant organization, have completed or directed the completion of this application for the City of College Park Community Services Grant and confirm that the information contained herein is true and correct to the best of our knowledge, information and belief.

Mary Jelacic 01/06/2020
Signature/Date

Mary Jelacic, Executive Director
Printed Name/Title

B. ORGANIZATIONAL STRUCTURE (1 point):

1. Number of current board members? 9
2. In what year did this organization begin operating? 1974
3. What year did *this program* begin operating? 1998
4. Is the organization incorporated? YES If so, in what state? MD
5. Is the organization qualified under Internal Revenue Code and regulations as a tax exempt organization? YES If so, under what section of 501(c) (3)
- Federal Identification Number: 23-7418649
6. Is this organization in compliance with all laws and regulations? [] Yes
[] No
7. Staffing Profile: Identify the number and position/title of staff used to administer *this program*:

List Position/Titles:

Mary Jelacic, Executive Director, Pregnancy Aid Center

8. How many volunteers are used to administer *this program*? 9

C. FUNDING SUMMARY (2 points):

Grant Request	\$5,000
Funds Secured from Other Sources	\$0
Additional Funds Yet to be Secured	\$4,000
Prince George's County Special Appropriations Grant	
Total Program Funds	\$9,000

D. OVERVIEW OF PROGRAM FOR WHICH YOU ARE REQUESTING FUNDS:

1. **Need Statement (7 points):** (a) Identify the issue or need that this program will address in College Park; (b) Identify the target/recipient of program services; (c) Identify the number of College Park residents to be directly affected or served.

- (a) The food program provides emergency nutritional support to low-income families and the elderly and unemployed people.
- (b) The target recipients of the Food Pantry Program are pregnant women, their families and people from our community.
- (c) PAC provides food to those in need. Any low-income household in the community is eligible to receive food once a month and on an emergency basis.

2. **Program Summary:** Briefly describe the purpose of this proposed program and the services or activities to be provided to the target/recipient.

The Food Pantry was opened in response to a need for proper nutrition for the pregnant women and families we serve. All of the people we serve live at or below the federal poverty level, and many of the men in these families work in construction or in landscaping. During the winter months they have no income, because there is no work. The food pantry helps them exist until the spring when work becomes available. In addition to serving these families, we continue feeding families affected by the economy who need food assistance.

The PAC Food Pantry, managed and staffed by volunteers, is open every Tuesday from noon until 3:00pm. During this time, families present ID and proof of low income. They receive food based on family size. In emergency situations, food can be obtained anytime the PAC is open.

With the food we receive from the Capital Area Food Bank (CAFB) and the use of freezers donated by PEPCO, we have been able to increase the amount and variety of nutritious food we give to our clients. We request these grant funds to enable us to buy the essential proteins and carbohydrates from Costco and Shop-Rite that we are unable to get through the CAFB. We currently serve approximately 100 families per week.

Since we last applied for a grant the CAFB began to charge \$65 per delivery. To cut costs we reduced the number of food deliveries to two per month. The first shipment is free the second cost \$65. The delivery cost diminishes the funds available to purchase food for our low-income members of the community.

3. **Program Impact (7 points):** List the program's anticipated outcomes. What will change as a result of participation in program activities or how will the community benefit? Outcomes can be defined as the changes/benefits in skill, behavior, knowledge, attitude, conditions, status or awareness that participants experience during or after taking part in program activities.

Pregnant women who are well nourished have healthy babies, and children who are well nourished perform better in school. Pregnant women will be able to eat nutritious foods and gain weight appropriately. Babies will be born healthy.

Children will not go to bed hungry. The unemployed and the local elderly will have food in an emergency.

E. PROGRAM ACTION PLAN: Briefly describe (**use bullet format**) each activity to be provided by your program to meet the desired outcome(s). If applicable, identify the average number of days or hours per month each activity will be provided to program participants. Also identify specific tasks required in order to fully implement the program

<u>ACTIVITY/SPECIFIC TASK</u>	<u>AVG. DAYS/HRS. PER MO.</u>	<u>TARGET DATES</u>
• Inventory food on-hand	12-15 hrs per mo.	Every Tuesday
• Verify client information	12-15 hrs per mo.	Every Tuesday
• Pack and distribute groceries	16-20 hrs per mo.	Every Tuesday
• Shop at CAFB on-line	4-5 hrs per mo.	Weekly
• Purchase supplemental food	4-5 hrs per mo.	Weekly
• Sort and place food on shelves	8-10 hrs per mo.	Weekly

F. PROGRAM EVALUATION: Identify and describe the methods to be used to evaluate this program? (i.e., questionnaire, interview, survey, pre- and post- test, rating scale, observation, other)

The Director of the Food Pantry tracks the number of households (and number of individuals in each household) receiving food and the amount of food given to each recipient.

G. ORGANIZATION EVALUATION (2 POINTS):

Briefly describe 1 or 2 similar programs that your organization has undertaken in the past 2 years and provide an assessment of their effectiveness.

We do not have any similar program.

H. COLLABORATION (1 point):

1. Is this a collaborative program involving other agencies? Yes No
2. If yes, please provide the name of the collaborating agencies and the nature of the collaboration.

A Prince George's County Special Appropriations Grant has been supporting the Food Pantry program.

I. TIMELY GRANT REPORT:

1. Have you previously received a Community Services Grant from the City of College Park? Yes No
2. If yes, did you file a final grant report for FY 2016? Yes No
Final Grant Report included with this grant application.

J. BUDGET NARRATIVE: Describe how line item totals in Program Budget, Item K, were determined.

Receipts

Grant request from City of College Park will enable us to purchase essential proteins and carbohydrates (e.g., meat, beans, rice, tuna fish and peanut butter) which are not available from the Capital Area Food Bank.

Public agencies – We have applied for a FY 2020 grant from Prince George’s County to assist in the purchase of supplemental food.

In-kind contributions (goods and services donated) – Estimated value of food received from Capital Area Food Bank (\$375/wk X 50/wks = \$18,750).
Volunteer hours for Food Panty tasks (\$10/hr X 80 hrs per mo = \$9,600 per yr).
Shopping for and delivery of supplemental food (30 mi/wk @ .54/mi X 50 weeks = \$810).

Expenses

Supplies – Funds received from the City of College Park and Prince George’s County will be utilized for the purchase of essential proteins/carbohydrates that are not available from the Capital Area Food Bank.

Supplies – In-kind contributions - Estimated value of food received from Capital Area Food Bank.

Other services - In-kind contributions - Estimate value of volunteer hours for Food Panty tasks (\$10/hr X 80 hrs/mo x 12 months = \$9,600).
Estimated costs to pick up and deliver supplemental food (30 mi/wk @ .54/mi x 50 weeks = \$810).

K. PROGRAM BUDGET:

Receipts

Grant request to City of College Park	\$5,000
Foundations, other grants	0
Public agencies	\$4,000
Corporations	0
Other receipts	0

In-kind contributions (goods and services donated) \$27,240

Total Receipts **\$36,240**

Expenses

Personnel costs 0

Consulting fees 0

Equipment purchases 0

Supplies \$9,000

Supplies – In-kind contributions \$18,750

Transportation 0

Equipment rentals 0

Other services– In-kind contributions \$8,490

Other expenses n/a

Total Expenses **\$36,240**

Net Surplus/(Deficit) **0**

We, the authorized representatives of the applicant organization, have completed or directed the completion of this application for the City of College Park Community Services Grant and confirm that the information contained herein is true and correct to the best of our knowledge, information and belief.

Mary Jelacic 1/6/20
Signature/Date

MARY JELACIC EXECUTIVE DIRECTOR
Printed Name/Title

For reviewer use:

**City of College Park
Community Services Grant Application – FY2020**

NOTE: Return completed application to the Finance Director for the City of College Park by January 15, 2020. These grant applications will be reviewed by the City Council Grants Subcommittee in late January. They will make a recommendation to the City Council for consideration at a February 2020 meeting. Approved Community Service Grants are expected to be paid by the end of February. A hold-harmless agreement is required from recipients prior to payment of the grant.

A. GENERAL INFORMATION:

Organization & Program Name: College Park Nursery School

Organization Address: 4512 College Ave

Event name/date (if applicable): Fun Fair / March 7, 2020

City/State/Zip: College Park, MD 20740

Contact Person/Title: Megan Broderick, President, Board of Directors

Telephone Number: (301) 864-5355 FAX Number: _____

E-mail Address: presidentcpns@gmail.com

Grant Request: \$ _____

Sponsorship Request: \$ 1,000

Sponsorship Request non-monetary/in-kind services: *brief description of services requested*

City trucks/vehicles that could be utilized for a Touch-A-Truck as part of the event, i.e. garbage truck, tractors, street sweeper. - whatever might be available.

D. PRIOR CITY FUNDING:

1. Have you received any funding from the City in the past? Yes No
If yes, what month/year? ____/____
2. If Yes, did you file a final report? Yes No

E. FUNDING SUMMARY:

College Park grant request	\$ 1,000
Funding from other sources	\$ 500 (internal funding)
Additional Funds Yet to be Secured	_____
Total Program Funds	<u>\$ 1,500</u>

F. PROGRAM EXPENSES:

Personnel costs	\$ _____
Consulting fees	_____
Equipment purchases	_____
Supplies	\$200
Transportation	_____
Equipment rentals	_____
Other services (describe: Entertainment)	\$500
Other expenses (describe: Food)	\$300
Total estimated expenses	<u>\$ 1,000</u>

Expense narrative, if necessary:

Supplies: Advertising and outreach (electronic and print)
Entertainment: Examples include live music, face painting, local performance artists
Food: Would be sourced from local businesses to be sold at the event

We, the authorized representatives of the applicant organization, have completed or directed the completion of this application for the City of College Park Community Services Grant and confirm that the information contained herein is true and correct to the best of our knowledge, information and belief.

<u>Megan C Broderick 1/7/20</u> Signature/Date	_____
<u>Megan Broderick, President</u> Printed Name/Title	_____

For reviewer use:

20-G-35

Approval of EAC
Recommendation for Public
School Grant Award



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING**

AGENDA ITEM 20-G-35

Prepared By: Kiaisha Barber
Youth, Family and Senior Services Director

Meeting Date: 11/12/2019

Presented By: Carolyn Bernache
Education Advisory Committee Chair

Consent Agenda: No

Originating Department: Youth, Family and Senior Services

Action Requested: Award of Public School Education Grant - Buck Lodge Middle School

Strategic Plan Goal: Goal 6 - Excellent Services

Background/Justification:

Since 2008, Mayor and Council have provided grant monies to City neighborhood schools that serve their respective College Park neighborhoods. The purpose of the grants is to support these local neighborhood schools in enriching students' educational experience and thus enhance College Park neighborhoods. Grant amounts available are in two tiers – Tier 1 maximum \$8,000 and Tier 2 maximum \$2,750. The tier is determined by the number of College Park students in their school. Additionally, this year College Park Academy is eligible for up to \$2,250.

The four schools with the largest number of College Park students are Hollywood Elementary, Paint Branch Elementary, Greenbelt Middle and Parkdale High. Each school is eligible for a \$8,000 grant. The other City neighborhood boundary schools that have at least 14 College Park students and thus are eligible for the \$2,750 grant award are: Berwyn Heights Elementary, Cherokee Lane Elementary, University Park Elementary, Buck Lodge Middle, Hyattsville Middle and High Point High School.

The City's Education Advisory Committee (EAC) recommends the approval of Buck Lodge Middle School's FY 20 grant application.

Fiscal Impact:

\$ 2,750

Council Options:

1. Approve the recommendations of the EAC and award the grant.
2. Modify the recommendations of the EAC and award the grant.
3. Reject the recommendations and do not award the grant.

Staff Recommendation:

#1

Recommended Motion:

I move that the City Council award the following FY 20 Public School Education Grant: \$2,750 to Buck Lodge Middle School for Positive Behavior Intervention & Supports Incentive Program. The total of this award is \$2,750 which is budgeted in the FY 2020 budget.

Attachments:

The grant application from Buck Lodge Middle School.

City of College Park
FY2020 Public School Education Grant Application
(Deadline: Monday, August 12, 2019 5:00 pm)
Non-Competitive Grant
MAXIMUM AWARD AMOUNT = \$2,750

NOTE: A five point scale is used in review of the applications for the City Council award. For more information, see Public School Grant Criteria document. It is recommended that the application be proof-read before submission to assure the application has a professional writing presentation.

GENERAL INFORMATION:

School Name: Buck Lodge Middle School _____

School Address: 2611 Buck Lodge Rd. _____

City/State/Zip: Adelphi, MD 20783 _____

Program Name: Positive Behavior Intervention & Supports Incentive Program _____

Contact Person/Title: Kiana Chriss _____

Contact Person E-mail Address: kiana.chriss@pgcps.org _____

Telephone Number: 301-431-6290 _____ FAX Number: 301-431-6294 _____

Grant Request: \$2,750

Use of Grant Funds: Will the City of College Park Public School Education Grant be used to maintain an existing program, expand an existing program or start a new program? Check the appropriate box:

[X] Maintain Existing Program [] Expand Existing Program [] Start New Program

Included with Application is signed City of College Park Hold Harmless form Yes _____

We, the authorized representatives of the applicant school/organization, have completed or directed the completion of this application for the City of College Park Public School Education Grant and confirm that the information contained herein is true and correct to the best of our knowledge, information and belief.

Signature/Date

Printed Name/School Principal

Signature/Date

Printed Name/Title

A. MERITS OF THE PROJECT (response rated on a 5 point scale. For more information review Grant Criteria document).

- 1. Describe how the project fulfills, supports and/or addresses a genuine educational need and the educational impact your project will have on students and/or the school community. It is acceptable for this application to maintain an existing project that was funded previously. If so, you could consider but are not required to include information from the prior year's results report about its' success.*

Research has shown that when students are vested in their learning they perform at a higher level. Student achievement is increased more when the learners are provided immediate feedback on assignments and assessments and appropriate awards or incentives are used as motivation for performance. Buck Lodge has a culture of incentivising behaviors as teams and not as a whole school. This year we would like to use the PBIS program as a system to incentivise positive behavior for the school as a whole as well as offer additional opportunities for engagement in positive behavior and academic achievement.

We are requesting your generous support once again to fund our PBIS (**Positive Behavioral Interventions & Supports**) program. Our goal is to build a positive school climate where teachers can teach and students can learn in a safe and orderly environment. In order to reach this goal, we will focus on recognizing appropriate behaviors in all areas of the Buck Lodge Middle School Community, including areas beyond the walls of our building where school-related activities may take place. We will focus on improving student academic and behavior achievement through the integration and implementation of the PBIS program for all students. The funds received will allow us to provide students with a variety of Buck Lodge incentives and paraphernalia such as pencils, pens, lanyards, etc. These incentives will have a tremendous impact on student achievement at BLMS.

- 2. With clarity, explain your project. Be specific in detailing your project so we have a clear understanding of how your project works. If necessary, attach a copy of your plan with supporting documents that enhance our understanding of your project.*

The overall outcome of this program is to get students excited about learning, working hard and doing their best, and increasing student achievement. In order to accomplish this, the PBIS Team will identify specific behaviors or issues which need to be addressed in the school. Once an issue is isolated, the team identifies an evidence-based strategy for intervention; monitors the implementation and effectiveness of the intervention; and, makes the necessary adjustments so that the desired outcome is reached.

In addition to interventions, we are actively seeking transformative ways to award students for academic success and good citizenship. "Viking Bucks" continues to be very popular among our students. The bucks are used to purchase items at the school store, use at silent auctions, for passes to PBIS dances, dress down days and lunch with the principal. Finally, we will offer "Big Ticket" incentives that students are really excited about and therefore want to participate in earning points/bucks. These incentives include special field trips or special incentives in the building.

3. *List at least one measurable educational outcome. Identify and describe the method of evaluation for the educational outcome. Outcomes can be defined as the changes/benefits in skill, behavior, knowledge, attitude, conditions, status or awareness that participants experience during or after taking part in program activities. These methods may include a questionnaire, interview, survey, pre- and post- test, rating scale, observation, or other. Be specific.*

Our Instructional Goals are:

- a. **Educational Goal 1** – To increase student engagement in all content areas with a focus on literacy.
- b. **Educational Goal 2** – To increase student engagement for our Early Warning Indicator students (those students more likely to stay back in High School) including ESOL, SPED and FARMS.
- c. **Educational Goal 3** - To increase attendance and decrease the number of in-school and out of school suspensions.
- d. **Educational Goal 4** - Improve the climate and culture of the building.

Evaluation of Effectiveness:

- Data from MAP-R Reading Assessment and EWI Quarterly report
- Teacher created common assessments that are aligned to the instruction provided in the classroom
- Attendance data, suspension data and overall grade point average information will be analyzed monthly or quarterly to determine the effectiveness of the strategies utilized
- Keep track of the teams that are giving out Viking Bucks and how many Viking Bucks are used at the school store

PBIS is an excellent incentive program that has motivated students to apply themselves and do their best on mandatory assessments. We have also used the 7 Habits of Highly Effective Teens through our guidance department to teach the students to make wise choices. This is a direct correlation to the incentive program that has been funded through the City of College Park Grant.

B. PROJECT ACHIEVABILITY

1. This category is rated on whether the application is clear that the project is realistic and achievable and that the defined roles of each staff member is clearly stated.

Our goal this year is to provide more student-centered incentives in order to include more student choice. The City of College Park grant would allow us to purchase items that are not normally funded through the current school budget.

Identify and clearly define the roles/activities of individuals involved in your project: staff, parents, and other volunteers. If applicable, identify the average number of days or hours per month each activity will be provided to program participants and target dates of your program. A chart is provided to assist you but you may answer this question without using the chart.

Position/Title	Activity/ Specific Task	Average Days/Hrs per Month	Target Dates
PBIS Team Nori Duran, AP Kiana Chriss, Co-chairs for the team	<i>PBIS(Positive Behavioral Interventions & Supports)</i>	Strategies will be used school-wide on a daily basis. We will do monthly incentives for scholars on each team.	October 2019 – June 2020
Kenneth Nance Principal Carlos Johnson Resident Principal	Effort Celebration: Students who show the greatest effort on each team will be recognized	Quarterly	October 2019 – June 2020
Kenneth Nance, Nori Duran , Aja Ramsey, Richard Belton, Assistant Principals	Viking Bucks/Points Students will earn points to purchase items	Weekly	October 2019 – June 2020
Janita Harrell, Dalilah Gonzalez and Amanda Higgins, Guidance Counselors Team Leaders	Grade average increase Celebration/Honor Roll Assembly	Monthly/Quarterly	October 2019 – June 2020
JaShaun Britton, Scheduler	Enrichment Activity Incentive	Monthly	October 2019 – June 2020

05/2019 rev

C. PROGRAM BUDGET

Income

Grant request from City of College Park \$2,750

Foundations, other grants _____

Public agencies _____

Corporations	_____
Other receipts (describe: _____)	_____
In-kind contributions (goods and services donated)	\$750
TOTAL INCOME	\$ 3,500

Expenses

Personnel costs	_____
Equipment purchases	_____
Supplies	_____
1. Incentive Gifts for Middle School students	\$1,200
2. Food/Snacks for Incentive Celebrations	\$ 800
3. School Supplies (in-kind)	\$ 500
4. PBIS Incentive t-shirts	\$1,000
Transportation	_____
Equipment rentals	_____
Consulting fees	_____
Other services (describe: _____)	_____
Other expenses (describe: _____)	_____
TOTAL EXPENSES	\$3,500

NET SURPLUS / (DEFICIT) \$ _____

D. BUDGET NARRATIVE: Provide a detailed accounting of how the money will be spent and how you determined the dollar amount for each expenditure. These details are necessary in order to provide the Committee a clear understanding of the expenditures including personnel costs. If food is an expense of the grant, be sure to provide justification as to how the food expense supports the project and how the project meets an educational need.

- **Incentive Gifts for Students** **\$1,200.00**
Incentive gifts will be purchased to motivate middle school students to learn, display appropriate behavior and get excited about mandatory assessments. The following items would be purchased for distribution to students who meet the behavioral and academic requirements (lanyards, personalized Buck Lodge paraphenelia, wristbands, stickers, etc.)

- **School Supplies** \$500.00
School supplies will be purchased so that students can utilize their Viking Bucks to purchase items from the school store (pencils, paper, erasers, folders, etc.)
- **Food/snacks for incentive celebration** \$800.00
Food/snacks will be purchased for honor award assemblies and effort celebrations.
- **PBIS Incentive Shirts for Students** \$1,000.00
We will order shirts for the students to wear on T-shirt Tuesday or some Fridays as an incentive for their consistent positive behavior.. Students will have an academic and behavior criteria for receiving these shirts..

05/2019 rev

E. TIMELY GRANT REPORT:

1. Did you receive an FY2019 Public Education Grant from the City of College Park?
 Yes No
2. If Yes, did you file a final grant report for FY2019?
 Yes No
3. If a final grant report has not been filed for FY2019, please contact Latisha Moore, Administrative Assistant for , Youth, Family and Senior Services at 240-487-3550x1 to obtain a form or send an e-mail to lmoore@collegeparkmd.gov.

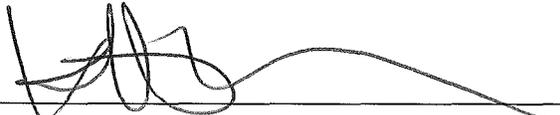
RE: FY2020 Public School Education Grant

HOLD HARMLESS AGREEMENT

In consideration for the receipt of certain grant monies from the City of College Park, and other good and valuable consideration, receipt and sufficiency of which is hereby acknowledged, Buck Lodge Middle School does hereby
(name of school)

agree to indemnify and hold the City of College Park, its agents, servants and employees, harmless from and against any and all claims, demands, actions, causes of action, suits, and proceedings by others, and against all liability for damages, including attorneys' fees, incurred by reason of or arising from any program, class, equipment or activity for which funds provided by the City of College Park are used directly or indirectly, regardless of whether or not the City is named as a sponsor.

School: Buck Lodge Middle School

Principal or Asst
Principal's Signature: 

Printed Name: Kenneth Nance

Title: Principal

Date: August 12, 2019

20-G-36

Adoption of Revised Mayor & Council Rules and Procedures



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING**

AGENDA ITEM 20-G-36

Prepared By: Bill Gardiner,
Assistant City Manager

Meeting Date: February 25, 2020

Presented By: Scott Somers,
City Manager

Consent Agenda: Yes

Originating Department: Mayor and Council

Action Requested: Adoption of revised Mayor and Council Rules and Procedures, with the exception of Section S (Conduct of Councilmembers), #5 (Disclosure of Communication).

Strategic Plan Goal: Effective Leadership

Background/Justification:

The City Council reviews and adopts its rules every two years. The Council discussed revisions to the current rules (adopted March 27, 2018) during the February 4 and February 18 Council Worksessions. Following the February 18 discussion, Council indicated it was ready to adopt the attached proposed new rules on the consent agenda and would discuss a separate proposed rule on the action agenda.

Fiscal Impact:

None

Council Options:

1. Adopt the attached Rules and Procedures for the Mayor and City Council
2. Amend and adopt the amended Rules and Procedures for the Mayor and City Council
3. Take no action at this time and schedule the rules for additional discussion

Staff Recommendation:

1

Recommended Motion:

I move to adopt the attached Rules and Procedures for the Mayor and City Council of College Park, with the exception of Section S (Conduct of Councilmembers), #5 (Disclosure of Communication).

Attachments:

Rules And Procedures For The Mayor And City Council Of College Park (revised February 21, 2020) with the exception of Section S (Conduct of Councilmembers), #5 (Disclosure of Communication).

RULES AND PROCEDURES FOR
THE MAYOR AND CITY COUNCIL OF COLLEGE PARK

I. ADOPTION, REVIEW AND AMENDMENT

A. Adoption. These rules are adopted pursuant to the authority provided in Art. VI, § C6-1 of the City Charter.

B. Biennial Review. These rules and procedures shall be scheduled for review by the Mayor and City Council during the first January Worksession after an election. Public notice and an opportunity for public comment shall be provided prior to making changes to these rules. Changes in procedures may be made by majority vote of the Mayor and City Council at the Regular Meeting after the change in rules or procedures is proposed.

C. Rescission, Amendment, and Suspension of Rules. A motion to rescind or amend the rules and procedures previously adopted or a motion to suspend these rules and procedures may be brought pursuant to the appropriate section of Robert's Rules of Order.

II. GOVERNANCE PROCESS/COUNCIL-MANAGER DELEGATION

Policy 1. Governance Process. The Mayor and Council, on behalf of the residents and visitors of the City of College Park, govern with respect to achieving the City's Mission - The City of College Park provides open and effective governance and excellent services that enhance the quality of life in our community.

Policy 2. City's Interests Come First. Councilmembers will consider the needs and interests of all people in the City, not only the residents in their district.

Policy 3. Governing Style. The Mayor and Council will govern with an emphasis on: (a) outward vision rather than internal processes, (b) encouragement of diversity in viewpoints, (c) strategic leadership more than administrative detail, (d) clear distinction of Mayor, Council, and

City Manager roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) striving to be proactive rather than reactive.

Policy 4. Mayor and Council Code of Conduct (Chapter 38 of the City Code). The Mayor and Council commits itself and its members to ethical, professional, and lawful conduct, including proper use of authority and appropriate decorum.

Policy 5. Mayor and Council-Management Delegation. The Mayor and Council's connection to the operation of the organization is through a City Manager as provided in the City Charter. The Mayor and Council will direct residents to appropriate departments when resident inquiries arise that concern the delivery of City services.

Policy 6. Accountability of the City Manager. The City Manager is accountable to the Mayor and City Council and is the Mayor and Council's link to the operational achievement and conduct of City staff.

III. LEGISLATIVE ACTIONS

The City Council affirmatively acts by voting at City Council meetings. Four types of legislative actions taken at City Council meetings are General Motions, Resolutions, Ordinances, and Charter Amendments.

A. General Motions. General motions are used for approval of a City position or a letter, to give direction to staff, to approve contracts, or to set policy. They do not update the City Code or Charter.

B. Resolutions. Resolutions are used to set forth legal decisions and official positions of the City, to set policy, to establish commissions, and to implement programs. Resolutions do not update the City Code or Charter and do not have specific public hearing requirements. Resolutions may be introduced and voted on at the same meeting, and are usually effective immediately upon adoption.

C. Ordinances.

1. Purpose and Requirements. The City Council updates the City Code and adopts other measures as required by State law, by Ordinance, which is enacted pursuant to the provisions of Article VIII of the City Charter. An Ordinance requires an introduction and a public hearing prior to adoption.

2. Public Hearing; Notice. As required by Art. VIII, § C8-2, a public hearing shall be held on proposed ordinances following the advertisement of the ordinance or a fair summary thereof on City-controlled media such as the City website, cable channel, bulletin board and City email listserv. Emergency ordinances shall be considered pursuant to § C8-2B of the College Park Charter.

3. Majority vote. The affirmative vote as per the attached Voting Requirements chart shall be required for the adoption of ordinances. The vote can be held at the same meeting following the Public Hearing or during a subsequent meeting.

4. Adoption. The Council shall not adopt an ordinance or ordinance amendment at the same meeting at which the ordinance is introduced unless it is declared an emergency ordinance. Ordinances shall become effective upon expiration of twenty (20) days following Council approval unless the Council declares otherwise.

D. Charter Amendment Resolutions. Charter Amendment Resolutions are used only to amend the City Charter. Charter amendments may be enacted by charter resolution pursuant to the provisions of §4-301 *et seq.*, of the Local Government Article, Annotated Code of Maryland, and the City Charter. Prior to adoption, a public hearing shall be held on charter resolutions initiated by the Council following advertisement of the resolution or a fair summary thereof on the City website, cable channel, bulletin board and City email listserv and publication in a local newspaper of general circulation. The Council shall not adopt a charter resolution at the same meeting at which it is introduced. The pre-adoption notice and publication requirements of this subsection, as well as the requirement that the charter resolution not be adopted at the meeting at which it is introduced, are self-imposed and may be overridden by the Council by a majority vote.

IV. MEETINGS

A meeting occurs when a quorum of the Mayor and City Council convenes to consider or transact public business (Section C6-2 of the City Charter).

A. Meeting Schedule. An annual meeting schedule shall be approved by the Mayor and City Council at its first Regular Meeting in December of each year. Public notice of any changes to the meeting schedule shall be provided as soon as possible. In an election year, the schedule shall be approved by the new Council. Any time requirements related to amendments to agendas and submission of meeting materials will be adjusted accordingly when the meeting is held on a day other than Tuesday.

B. Regular Meetings. The Mayor and Council shall normally meet in Regular Meetings on the second and fourth Tuesday of each month if necessary, but, in no event, less frequently than required by Art. VI, § C6-1 of the Charter. The Mayor and Council may meet on other days when, in its judgment, an alternative day is either necessary or desirable. Regular meetings are the voting sessions when the Mayor and Council take official action.

C. Worksessions. The Mayor and Council will normally meet in Worksession meetings on the first and third Tuesday of each month. The Mayor and Council may meet on other days when, in their judgment, an alternative day is either necessary or desirable. Additional Worksessions may be scheduled by the Mayor and City Council as required. During Worksessions, the Mayor, Council, and staff hear presentations, discuss the merits of proposed legislation, discuss details of proposed programs, and give direction to staff. When necessary, the Mayor and Council may enter into Special Session during a Worksession. Special Sessions allow the Mayor and Council to take action on items when time doesn't allow for action to occur at the next Regular meeting.

D. Special Meetings. The Mayor and City Council may meet in Special Meetings upon written request of either the Mayor or two members of the City Council. Notice of Special Meetings shall be given to each Councilmember at least twenty-four (24) hours in advance of such Special Meeting and shall contain the purpose, date, time and place of such meeting. The matter or matters to be considered at a Special Meeting of the Mayor and City Council shall be stated in

the call to the meeting. No other matters shall be considered unless all members of the Mayor and Council are present.

E. Emergency Meetings. Emergency Meetings may be called with the consent of two-thirds of the Mayor and City Councilmembers available for matters constituting a severe and imminent danger to the health, safety or welfare of the public. Notice of such meetings shall be given as is feasible under the circumstances.

F. Closed Sessions. The Mayor and City Council may close a meeting to the public by a vote in open session under the circumstances, conditions and for reasons set forth in Art. VI, § 6-3 of the Charter. Public notice and summaries of Closed Sessions are provided as required by law. Councilmembers shall not disclose to anyone the information discussed in a Closed Session, unless the Council affirmatively votes to allow a member or the body to do so.

G. Information Meetings. The Mayor and City Council may hold Information Meetings on specific topics. For example, Information Meetings can provide the Mayor and Council the opportunity to discuss possible City legislation or projects with residents and other stakeholders and obtain feedback in advance of drafting legislation. It can provide a forum outside the Worksession for an in-depth discussion of an issue, which may be particularly useful if the anticipated presentation and discussion requires an hour or more. The Mayor and City Council will determine the rules governing presentations made at such meetings. A quorum is not required, and the Council will not vote on any item.

H. Limitation on Number of Meetings. No more than four meetings may be held in any given month, unless approved by a majority of the Council present and voting. Except in the event of an emergency as determined in subsection E, in no event may Council approve more than two additional meetings in any given month.

I. Place of Meeting. All meetings of the Mayor and City Council, unless otherwise determined, shall be held at the Department of Public Works, Davis Hall, 9217 51st Avenue, College Park,

Maryland. In addition to the customary forms of notice, the notice of change in meeting place shall be prominently posted on the door of the regularly scheduled meeting place.

J. Meeting Time. Meetings of the Mayor and City Council shall begin at 7:30 p.m. unless a different starting time is established by the Mayor and City Council and reasonable notice thereof is provided to residents of the City. On occasion, and absent objection from the Mayor and Council, when a Worksession agenda is particularly long, a 7:00 p.m. start time may be considered. Any change in the start time of the meeting will be properly advertised.

K. Public Notice of Meeting. Proper notice of all meetings of the Mayor and City Council shall be provided to the public by the City Clerk.

L. Quorum.

1. Quorum requirements. A quorum shall be constituted of five (5) Councilmembers. The Mayor shall serve as the presiding officer. A Councilmember acting as the presiding officer in the absence of the Mayor may be counted as part of the Council quorum and may vote as a Councilmember. To conduct official business, a quorum must be present at all times. To be "present" is defined as being within the Council Chambers or the place in which the meeting is being held as that area may be defined from time to time by the Mayor and City Council. Worksessions do not require a quorum of the Council because the Council does not take official action during Worksessions.

2. Loss of quorum. Once a Regular meeting has been properly convened with the presence of a quorum and the number of persons necessary to constitute a quorum is no longer present, the presiding officer or a Councilmember should bring this fact to the attention of the Mayor and City Council and the Mayor and City Council shall then be automatically recessed until a quorum is reestablished. Upon reestablishment of the quorum, the Mayor and City Council shall resume consideration of the matter before it at the time of the recess. If, in the opinion of the presiding officer, a quorum cannot be obtained within a reasonable period of time, the presiding officer shall declare the meeting adjourned until the next scheduled meeting. At that next meeting, after taking up the usual preliminary matters, the Mayor and City Council shall resume its consideration of the matter that was before it when it previously adjourned. This shall not

prevent any Councilmember from moving to table, defer, postpone, or make any other appropriate motion with respect to any pending matter.

M. Agendas.

1. Content. The agenda shall outline the established order of business.
2. Preparation. A proposed agenda is prepared from a master list of Council-approved items generated from requests by the Mayor, Councilmembers and staff and as items arise that are timely and necessary for the conduct of City business. The proposed agenda for all meetings of the Mayor and Council will be finalized for publication by the City Manager and City Clerk in consultation with the Mayor on the Friday before the meeting. Proposed agendas shall be created that can be reasonably accomplished within three hours.
3. Master List. Staff shall maintain a master list of items and may add to it and the proposed agenda as necessary for the efficient conduct of City business. Items should only be added to the Master list or to an agenda once the following are considered:
 - 1) Does it fit with the City Mission (*The City of College Park provides open and effective governance and excellent services that enhance the quality of life in our community*) and Strategic Plan?
 - 2) Are there time considerations?
 - 3) Does it affect a significant number of residents?
 - 4) Is there another way to handle it before devoting Mayor and Council discussion time / Staff time?
 - 5) Is it strategic/big picture in nature?

Before the Mayor and Council may add an item to a Master list of future agenda items, the following must occur:

1. Complete the appropriate form that responds to the (5) criteria for proposing an item for the agenda.
2. Run item by the City Manager to see if another solution is available.
3. Run item by 1-2 other City elected officials to acquire their feedback.
4. Finally, a majority of Councilmembers must vote in favor of adding an item to the Master list. This can be done at a Worksession during “Requests For/Status of Future Agenda items” or at a Regular Meeting during an appropriate part of the agenda. If an

item fails to receive support to be added at that time, the Councilmember may revise the request based on Council and staff feedback and request at a future meeting that the revised item be placed on the Master list.

Examples of items that *could* be (but not in every case) considered appropriate or inappropriate for an agenda:

Appropriate	Inappropriate
<i>Item has City-wide impact/implication/significance</i>	<i>“In the weeds” – item should be left up to staff</i>
<i>Legal requirement – item must legally be addressed</i>	<i>Staff work – items that involve staff doing their jobs</i>
<i>Policy items</i>	<i>Details of projects, especially smaller projects</i>
<i>Change in practice</i>	<i>Re-litigation of a closed item</i>
<i>Immediate need/opportunity</i>	<i>Enforcement related matters; implementing existing ordinance, policy or practice</i>
<i>An item that will be a problem later if not dealt with</i>	<i>Items that staff have advised against</i>
<i>An item a majority of Council is interested in or wants to explore</i>	<i>Isolated complaints or items that a small number of residents are pushing for and do not require Council intervention</i>
<i>Items where staff has requested Council input or items that would require a high level of staff time</i>	<i>Items that derail current priorities where item could wait until annual priority or strategic planning sessions, unless items are time sensitive)</i>

4. Proposed amendments to the published agenda. The Council is the final authority regarding consideration of items on the agenda. The Council may add, delete, or amend agenda items as it deems necessary on the night of the meeting through its regular agenda approval process, per Section M.7.

5. Notice of Agenda. Agendas for Regular Meetings and Worksessions shall be published on the Friday prior to the meeting.

6. Consent Agenda. Items of routine business that generally require no discussion by Council may be placed on the Consent Agenda of a Regular Meeting. Any member of the Council may remove an item from the Consent Agenda and place it under Action Items.

7. Adoption of Agenda. All meeting agendas and amendments shall be approved by the City Council at the beginning of the meeting. Items on the agenda can be reordered by the Mayor and City Council during the scheduled meeting.

N. Distribution of Meeting Materials.

1. Distribution. Meeting materials will be prepared by the City Clerk and published with the agenda and made available to the Mayor and Council and the general public (except for materials which are legally privileged or confidential) no later than close of business on the Friday immediately preceding the meeting at which such matters are to be considered. Materials shall be delivered to the Mayor and Council pursuant to arrangements established with each official. Any meeting materials for items on the published agenda not included in the Friday distribution shall be emailed to Mayor and Council as soon as available.

2. Meeting materials for additions proposed by City staff. Any meeting materials for a proposed addition by staff to the published agenda that are not delivered to Mayor and Council with the Friday distribution of information will be emailed to Council as soon as available.

3. Meeting Folder: Any items submitted after the Friday distribution will be included in a separate folder (red folder) for Mayor and Council at the time of the meeting.

O. Conduct of Regular Meetings.

1. Presiding Officer. The Mayor shall preside at all meetings of the Mayor and City Council. The Mayor Pro Tem shall preside at all meetings in the absence of the Mayor. In the absence of both the Mayor and the Mayor Pro Tem, the Mayor or the Mayor Pro Tem, if the Mayor is not available, shall designate a member of the City Council to preside. If the Mayor or the Mayor Pro Tem have not designated a member of the City Council to preside, the most senior member (in case of a tie, the oldest member) shall call the meeting to order. The first order of business shall be a Council vote to select the presiding officer.

2. Parliamentary Authority. Robert's Rules of Order, Newly Revised, as amended, shall govern all questions of procedure not otherwise provided for in these rules or by State or Federal Law.

3. Procedure.

a. Recognition. Councilmembers shall be recognized by the Mayor or presiding officer before speaking. Other persons at a meeting of the Mayor and City Council may speak only when called upon or authorized.

b. Comments on Agenda Items. Council meetings are for decision making, action and votes. A Councilmember who introduces an agenda item for action by the Mayor and Council may provide comments relating thereto after the item has received a second. Comments by the Councilmember who introduces an agenda item shall be limited to three minutes. Following introduction and seconding of an agenda item, each member of the Council and the Mayor may provide comments on the item. Comments shall be limited to three minutes and should focus on the motion under consideration. Amendments shall be treated as a new item for purposes of Council comments. When considering items where many questions are anticipated, a “round” approach shall be used in which each Councilmember, the Mayor, and appropriate staff shall be limited to one question per “round”. All members should resist repetition and stay on topic. Consider the time frame allotted and guide one’s speaking time accordingly. The presiding officer shall actively facilitate and guide discussion to remain on topic and cut off overly lengthy remarks with support by the Council. The Mayor and Councilmembers shall avoid creating surprises and asking unexpected questions of staff and each other at meetings.

4. Motions in Writing. All motions and amendments pertaining to Ordinances, Council policies or other substantive proposals shall, where possible, be made in writing.

5. Reconsideration. A motion to reconsider a vote on any action may be made no later than the next Regular Meeting following the meeting at which the action to be reconsidered was taken. A motion to reconsider may be made only by a Councilmember who voted on the prevailing side of the action to be reconsidered or by a member absent when the vote was taken, although any member of the Council, and the Mayor when voting as allowed by law, may support the motion to reconsider. A motion to reconsider may be approved by a simple majority of those Council members present and voting. The same number of votes shall be required to approve the action upon reconsideration as was required to pass or adopt the original action.

6. Voting by Councilmembers and Mayor. When a question is put forth by the presiding officer, every member of the City Council present, and the Mayor, when authorized by law to vote, shall vote for or against the question before the Council unless the Councilmember or Mayor provides an explanation for abstaining. Upon request of any Councilmember or decision by the Mayor, a roll call vote will be taken.

7. Public Participation. Members of the public may speak at Regular meetings of the Mayor and City Council according to procedures established by the Mayor and City Council.

a. Sign-up Procedure. Speakers should complete a card (found on the agenda table) with their name and leave it at the podium when they come up to speak. This will ensure that the Minutes record the proper spelling of their names. Any person addressing the Mayor and Council should state for the record their name and whether they are a resident of College Park. Persons addressing the Mayor and Council should do so in a courteous and considerate manner.

b. Oral Comment.

1. Non-agenda and Consent Agenda Items. Comments are limited to three minutes per person and will be taken at the beginning of the Council meeting.

2. Action Items. Comments are limited to three minutes for individuals and five minutes for speakers representing a group or organization. Comments on amendments shall be limited to one minute. The Mayor and Council may, by simple majority vote of those present, alter or waive the time requirements.

c. Written Comment. Comment may be submitted in writing at or prior to the meeting. In order to be received by the Council as part of the record, the comment must include the specific agenda item to which it relates and their name and whether they are a resident of College Park.

Comments that are submitted to the City Clerk prior to the close of business (5:00 p.m.) on the day of the meeting will be provided to the Mayor and City Council at the start of the meeting.

8. End of Meeting. It is the goal of the Mayor and Council to complete all Regular Council Meetings by 10:30 p.m. If the meeting has not adjourned by 10:30 p.m., then a motion, a

second, and majority approval must be made to continue the meeting another 30 minutes at which time the meeting must adjourn.

P. Conduct of Worksessions.

1. Neither the Mayor nor any member of Council may speak for more than three minutes without interruption upon any single agenda item. The presiding officer shall deny the floor to any member of the Council after that person has spoken for three minutes or more, either at the presiding officer's own instance or upon a point of order. Information pertinent to the Worksession should be provided by staff and Councilmembers in advance when possible. All members should resist repetition and stay on topic. Consider the time frame allotted and guide one's speaking time accordingly. The presiding officer shall actively facilitate and guide discussion to remain on topic and limit overly lengthy remarks with support by the Council. A queue is not necessary to speak.
2. A request for a show of hands not to discuss an agenda item any further shall always be in order.
3. Presentations shall be generally limited to fifteen minutes (not including the Q & A time).
4. It is the goal of the Mayor and Council to complete all Worksessions by 10:30 p.m. If the meeting has not adjourned by 10:30 p.m., then a straw vote of a simple majority of the Council must be made to continue the meeting another 30 minutes at which time the meeting must adjourn.
5. Because a quorum is not required, individual Councilmembers or the Mayor may leave the meeting without affecting the continuation of the Worksession.

Q. Disorderly Conduct.

1. The presiding officer shall preserve decorum, and will determine points of order, subject to the right of any Councilmember to appeal to the Council, and call to order any person who disrupts the orderly conduct of business at meetings including speaking without being recognized, exceeding designated time limits, failure to be germane to the issue being presented or use of vulgarities. The presiding officer will enforce order, prevent attacks on personalities or the impugning of Councilmembers' motives, and keep those in debate to the question under discussion.

2. Any person making disruptive or threatening remarks or actions during a meeting may be barred by the presiding officer from further attendance at that meeting unless permission is granted by a majority vote of the Councilmembers present.

R. Record of Meetings.

1. Responsibility for meeting record. The City Clerk or the City Clerk's designee shall be responsible for minutes of each Regular Meeting and Worksession of the Mayor and City Council and for maintaining the official record, which shall include all Council actions. Minutes shall include:

- a. all motions made, the name of the motion maker and second, the method and outcome of the votes taken, names of guests and their affiliation; and
- b. copies of resolutions, new or revised ordinances or other actions approved by the Mayor and City Council.

2. Public access to meeting records. Minutes and records of meetings of the Mayor and City Council shall be made available to the public by the Clerk in accordance with the Public Information Act and the State Open Meetings Laws.

S. Conduct of Councilmembers.

1. If the Mayor or any member of the Council indulges in any language or conduct unbecoming to the office, the member shall be called to order by the presiding officer and, in such case, the offending member shall lose the floor and shall not proceed without the approval of the majority of the members present. The Mayor and Council may, by majority vote of all members of the Mayor and Council, excluding the offending member, expel the Mayor or any member of the Council from a meeting for disorderly conduct or violation of Council rules.

2. Councilmembers will preserve order and decorum during Council meetings and will not by conversation or other action delay or interrupt the proceedings or refuse to obey the orders of the presiding officer and Council Rules. When addressing staff or the Mayor and fellow Councilmembers, Councilmembers shall confine themselves to questions or issues that are under discussion; and will treat each other and staff with respect.

3. Conflict of Interest. The Mayor or any Councilmember shall not participate in any matter pending before the Council in which the Mayor or Councilmember has a conflict of interest, as

defined in the City's Code of Ethics, or has taken a formal position as a party in a legal matter which is contrary to the legal position of the City of College Park in such matter.

4. Communication among Councilmembers

The Mayor and Council may not communicate online in a manner that constitutes a “meeting.” A meeting happens when a quorum of the Mayor and Council communicate at the same time, or closely in time, about public business. This can take the form of “replying all” in successive communications. This applies to all platforms, and could include posts on social media, texting, instant messaging, emailing, etc. during public meetings and at other times.

5. Disclosure of Communication with Entities interested in matters before the Council

[Intentionally blank]

6. When the Mayor or a Councilmember writes a newsletter, blog, email, or other public communication intended for general distribution, the elected official shall include an attribution statement to identify that the communication is from the individual elected official and is not City sanctioned or approved. Whenever possible, the elected official shall reference the official City communication on the matter being discussed. Further, if an elected official gives a statement in their elected capacity on an issue affecting the City, the Mayor or Councilmember shall first identify the adopted position of Mayor and Council with respect to that subject, if any. Thereafter, the Mayor or Councilmember may provide a statement of personal opinion or comment (including a minority or opposing viewpoint), provided the Councilmember expressly acknowledges that such statements do not represent the position of the City.

V. MISCELLANEOUS

1. Use of Staff Resources. Mayor and Councilmember requests that will require City resources or divert staff from their regular duties of fulfilling the mission, vision, and strategic plan of the City and priorities of the Council should be brought to the Council for Council discussion and consideration per Section M.3. Requests for information concerning City service or functions should be made through the City Manager or to the appropriate Department Head with a courtesy copy to the City Manager. Responses will include the question and the answer and include the Mayor and Council to ensure all elected officials receive the same information.

2. Public Notice. Any public notice required in these rules shall be given in the following manner unless otherwise stated herein: by posting on the City website, the City cable channels, City Hall Bulletin Board and City email listserv.

Attachment:

1. Voting Requirements Chart effective 6/13/2018
2. Form "Request for a Future Agenda item"

20-G-37

Approval of Letter
Requesting Relocation of
Bus Stop on Cherry Hill Rd



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING**

AGENDA ITEM 20-G-37

Prepared By: Bill Gardiner
Assistant City Manager

Meeting Date: February 25, 2020

Presented By: Bill Gardiner
Assistant City Manager

Consent Agenda: Yes

Originating Department: Mayor and Council

Action Requested: Approval of a letter to PGCPs requesting the relocation of the elementary school bus stop on Cherry Hill Road

Strategic Plan Goal: Excellent Services

Background/Justification:

During the February 18, 2020 Council Worksession, Council discussed safety concerns with the Hollywood Elementary School bus stop located on Cherry Hill Road at Park Drive. Cherry Hill Road is very busy and cars go relatively fast compared to neighborhood streets. Many parents apparently drive their children to school because they do not feel this stop is safe for children. A resident raised these concerns with Prince George's County Public Schools (PGCPS) staff last February, but after a long delay was finally told that the bus stop could not be moved and that the neighborhood streets were in a "no bus driving zone." However, apparently two of the four PGCPS buses that pickup students at or near this stop use 47th Avenue, Kiernan Road, and Park Drive, with the bus stop located on Park Drive.

The proposed solution to the safety concerns of the stop on Cherry Hill Road is to request that PGCPS relocate the Hollywood Elementary School stop about 100 feet from the intersection and place it on Park Drive. The bus would turn onto Park Drive from Cherry Hill Road, pick up students, turn left onto Kiernan Road, left onto 47th Avenue, and then right onto Cherry Hill Road.

Although the City does not determine the location of PGCPS bus stops, a letter from the Mayor on behalf of the City may encourage PGCPS to re-examine the issue.

Fiscal Impact: None

Council Options:

1. Authorize a letter to the PGCPS Board and CEO requesting the relocation of the bus stop on Cherry Hill Road.
2. Request staff obtain additional information regarding the safety issues at this location.
3. Decline to take any action at this time.

Staff Recommendation:

#1

Recommended Motion:

I move to authorize the Mayor to sign the attached letter requesting that the Prince George's County Public Schools relocate the current Hollywood Elementary School bus stop from Cherry Hill Road to Park Drive.

Attachments:

Letter to PGCPS CEO Dr. Monica Goldson



CITY OF COLLEGE PARK

OFFICE OF THE MAYOR & CITY COUNCIL

8400 BALTIMORE AVENUE SUITE 375 COLLEGE PARK MD 20740 | COLLEGEPAKMD.GOV

February 26, 2020

MAYOR

Patrick L. Wojahn

pwojahn@collegetparkmd.gov
240.988.7763

DISTRICT 1

Fazlul Kabir

fkabir@collegetparkmd.gov
301.659.6295

Kate Kennedy

kkennedy@collegetparkmd.gov
202.400.1501

DISTRICT 2

P.J. Brennan

pbrennan@collegetparkmd.gov
202.288.5569

Monroe S. Dennis

mdennis@collegetparkmd.gov
301.474.6270

DISTRICT 3

Robert W. Day

rday@collegetparkmd.gov
301.741.1962

John B. Rigg

jrigg@collegetparkmd.gov
443.646.3503

DISTRICT 4

Maria E. Mackie

mmackie@collegetparkmd.gov
240.472.0681

Denise Mitchell

dmitchell@collegetparkmd.gov
301.852.8126

Dr. Monica Goldson, CEO
Prince George's County Public Schools
Sasscer Administration Building
14201 School Lane
Upper Marlboro, MD 20772

Re: Cherry Hill Road Bus Stop Safety Concerns

Dear Dr. Goldson:

The College Park City Council discussed an important safety concern for Hollywood Elementary School students whose bus stop is located on Cherry Hill Road at Park Drive. Cherry Hill Road is very busy and cars go relatively fast compared to neighborhood streets. Many parents apparently drive their children to school because they do not feel this stop is safe for children.

A resident brought this concern to Prince George's County Public Schools (PGCPS) staff last February, and after a long delay was informed in December that the bus stop could not be moved and that the neighborhood streets were in a "no bus driving zone." However, apparently two of the four PGCPS buses that pickup students at or near this stop use 47th Avenue, Kiernan Road, and Park Drive, with the bus stop located on Park Drive (see attached map).

The proposed solution to these safety concerns of the stop on Cherry Hill Road seems reasonable: move the Hollywood Elementary School stop about 100 feet from the intersection and place it on Park Drive. The bus would turn onto Park Drive from Cherry Hill Road, pick up students, turn left onto Kiernan Road, left onto 47th Avenue, and then right onto Cherry Hill Road.

I appreciate your attention to this issue and look forward to your response. Thank you and your staff for your work to provide safe and enriching schools for our residents.

Sincerely,

Patrick L. Wojahn
Mayor

Attachment: Map of bus stop area and streets

cc: Dr. Alvin Thornton, Chair, PGCPS Board of Education
Joshua M. Thomas, PGCPS Board of Education, District 2

20-G-38

Approval of Letter
State Secretary Pompeo
Consent to Receive Refugees



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING**

AGENDA ITEM 20-G-38

Prepared By: Bill Gardiner,
Assistant City Manager

Meeting Date: February 25, 2020

Presented By: Bill Gardiner,
Assistant City Manager

Consent Agenda: Yes

Originating Department: Mayor and Council

Action Requested: Approval of a letter to US Department of State Secretary Pompeo stating that the City of College Park consents to receive refugees (reference Executive Order 13888, "On Enhancing State and Local Involvement in Resettlement")

Strategic Plan Goal: Effective Leadership

Background/Justification:

Presidential Executive Order 13888 states that the Federal Government "should resettle refugees only in those jurisdictions in which both the State and local governments have consented to receive refugees under the Department of State's Reception and Placement Program." Approximately 42 States, including Maryland, and more than 100 local jurisdictions have provided such consent.

Fiscal Impact:

None

Council Options:

1. Authorize the Mayor to send a letter stating that the City of College Park consents to receiving refugees.
2. Decline to authorize the Mayor to send a letter stating that the City consents to receiving refugees.
3. Authorize the Mayor to send a letter stating that the City does not consent to receiving refugees.

Staff Recommendation:

#1

Recommended Motion:

I move to authorize the Mayor to send a letter on behalf of the City stating that the City of College Park consents to receiving refugees.

Attachments:

Letter to Secretary of State Michael Pompeo



CITY OF COLLEGE PARK

OFFICE OF THE MAYOR & CITY COUNCIL

8400 BALTIMORE AVENUE SUITE 375 COLLEGE PARK MD 20740 | COLLEGEPARKMD.GOV

MAYOR

Patrick L. Wojahn
pwojahn@collegetparkmd.gov
240.988.7763

DISTRICT 1

Fazlul Kabir
fkabir@collegetparkmd.gov
301.659.6295

Kate Kennedy
kkennedy@collegetparkmd.gov
202.400.1501

DISTRICT 2

P.J. Brennan
pbrennan@collegetparkmd.gov
202.288.5569

Monroe S. Dennis
mdennis@collegetparkmd.gov
301.474.6270

DISTRICT 3

Robert W. Day
rday@collegetparkmd.gov
301.741.1962

John B. Rigg
jrigg@collegetparkmd.gov
443.646.3503

DISTRICT 4

Maria E. Mackie
mmackie@collegetparkmd.gov
240.472.0681

Denise Mitchell
dmitchell@collegetparkmd.gov
301.852.8126

February 26, 2020

Secretary Michael R. Pompeo
U.S. Department of State
2201 C Street NW
Washington DC, 20520

Dear Secretary Pompeo:

This letter is in reference to Executive Order 13888, “On Enhancing State and Local Involvement in Resettlement.”

During the February 25, 2020 Council Meeting, the College Park City Council unanimously approved the City’s consent to accepting refugee resettlement per the terms of the Executive Order. The City Council recognizes the immense challenges these refugees have faced and believes that our communities should accept and provide assistance to them.

Sincerely,

Patrick L. Wojahn
Mayor

Cc: Governor Lawrence J. Hogan, Jr.

20-G-39

Approval of Letter
HB 130/SB 319

Vehicle Laws-Move Over
Safety Monitoring System



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING**

AGENDA ITEM 20-G-39

Prepared By: Bill Gardiner,
Assistant City Manager

Meeting Date: February 25, 2020

Presented By: Bill Gardiner,
Assistant City Manager

Consent Agenda: Yes

Originating Department: Mayor and Council

Action Requested: Approval of a letter in support of HB 130 / SB 319, Vehicle Laws
– Move Over Safety Monitoring System – Authorization

Strategic Plan Goal: Effective Leadership

Background/Justification:

This bill establishes a framework for the use of “move over safety monitoring systems” in the State. These systems would be authorized for specified emergency or police vehicles to capture visual evidence of a violation of the Maryland Vehicle Law’s “move over” requirement, which generally requires a driver approaching an emergency vehicle to make a lane change or slow to a reasonable speed and yield right-of-way when approached by an emergency or police vehicle.

The citation process is similar to that of speed cameras, and the civil citation is \$100. The current penalty is a misdemeanor with up to a \$500 fine (higher if the action contributed to an accident).

Fiscal Impact:

Little or no fiscal impact on the City of College Park.

Council Options:

1. Authorize the Mayor to send a letter on behalf of the City Council in support of this legislation.
2. Authorize the Mayor to send a letter on behalf of the City Council supporting the legislation with amendments.
3. Take no action at this time.

Staff Recommendation:

#1

Recommended Motion:

I authorize the Mayor to send a letter in substantially the form attached stating the City’s support for HB 130 and SB 319.

Attachments:

Draft letter to Senator William C. Smith, Jr. Chair of the Senate Judiciary Committee
Draft letter to Delegate Kumar P. Barve, Chair of the House Environment and Transportation Committee



CITY OF COLLEGE PARK

OFFICE OF THE MAYOR & CITY COUNCIL

8400 BALTIMORE AVENUE SUITE 375 COLLEGE PARK MD 20740 | COLLEGE PARKMD.GOV

February 26, 2020

MAYOR

Patrick L. Wojahn

pwojahn@collegeparkmd.gov
240.988.7763

DISTRICT 1

Fazlul Kabir

fkabir@collegeparkmd.gov
301.659.6295

Kate Kennedy

kkennedy@collegeparkmd.gov
202.400.1501

DISTRICT 2

P.J. Brennan

pbrennan@collegeparkmd.gov
202.288.5569

Monroe S. Dennis

mdennis@collegeparkmd.gov
301.474.6270

DISTRICT 3

Robert W. Day

rday@collegeparkmd.gov
301.741.1962

John B. Rigg

jrigger@collegeparkmd.gov
443.646.3503

DISTRICT 4

Maria E. Mackie

mmackie@collegeparkmd.gov
240.472.0681

Denise Mitchell

dmitchell@collegeparkmd.gov
301.852.8126

Senator William C. Smith, Jr., Chair
Judicial Proceedings
2 East
Miller Senate Office Building
Annapolis, Maryland 21401

Re: SB 319 Vehicle Laws – Move Over Safety Monitoring System – Authorization

Dear Senator Smith and Committee Members:

The College Park City Council voted unanimously to support SB 319, which will encourage drivers to obey Maryland law and yield to emergency vehicles. It is unfortunately the case that some drivers chose not to move over, consequently delaying the emergency vehicles and endangering lives.

The processes and protections that have been established for red light and speed cameras would be used for these citations. The technology provides for relatively safe, low-cost enforcement that does not disrupt emergency responses. With a possible citation in place, it is likely that drivers will be more responsive and follow the law once these systems are put into place. Those who do not will face a \$100 civil citation.

On behalf of the City Council, I respectfully request your support for SB 319.

Sincerely,

Patrick L. Wojahn
Mayor

cc: Members of the Judicial Proceedings Committee
21st District Delegation



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February 26, 2020

MAYOR

Patrick L. Wojahn

pwojahn@collegeparkmd.gov
240.988.7763

DISTRICT 1

Fazlul Kabir

fkabir@collegeparkmd.gov
301.659.6295

Kate Kennedy

kkennedy@collegeparkmd.gov
202.400.1501

DISTRICT 2

P.J. Brennan

pbrennan@collegeparkmd.gov
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mdennis@collegeparkmd.gov
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rday@collegeparkmd.gov
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jrigger@collegeparkmd.gov
443.646.3503

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Maria E. Mackie

mmackie@collegeparkmd.gov
240.472.0681

Denise Mitchell

dmitchell@collegeparkmd.gov
301.852.8126

Delegate Kumar P. Barve, Chair
Environment and Transportation Committee
Room 251
House Office Building
Annapolis, Maryland 21401

Re: HB 130 Vehicle Laws – Move Over Safety Monitoring System – Authorization

Dear Delegate Barve and Committee Members:

The College Park City Council voted unanimously to support HB 130, which will encourage drivers to obey Maryland law and yield to emergency vehicles. It is unfortunately the case that some drivers chose not to move over, consequently delaying the emergency vehicles and endangering lives.

The processes and protections that have been established for red light and speed cameras would be used for these citations. The technology provides for relatively safe, low-cost enforcement that does not disrupt emergency responses. With a possible citation in place, it is likely that drivers will be more responsive and follow the law once these systems are put into place. Those who do not will face a \$100 civil citation.

On behalf of the City Council, I respectfully request your support for HB 130.

Sincerely,

Patrick L. Wojahn
Mayor

cc: Members of the Environment and Transportation Committee
21st District Delegation

20-G-40

Approval of Letter
HB 1526

Transportation Carbon
Reduction Fund



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING**

AGENDA ITEM 20-G-40

Prepared By: Bill Gardiner
Assistant City Manager

Meeting Date: February 25, 2020

Presented By: Bill Gardiner
Assistant City Manager

Consent Agenda: Yes

Originating Department: Mayor and Council

Action Requested: Approval of a letter in support of HB 1526 - Transportation Carbon Reduction Fund – Establishment (Transportation Carbon Fund Act)

Strategic Plan Goal: Effective Leadership

Background/Justification:

Transportation is currently the largest contributor to greenhouse gas emissions, and in the Northeast it contributes more than 40% of total greenhouse gas emissions. Investment in climate-friendly transportation options such as biking, walking, and mass transit create economic, health, and environmental benefits.

In 2019 Governor Hogan signed the Greenhouse Gas Emissions Reduction Act that included continued work on Transportation Climate Initiative, a regional effort to apply a “cap and invest” approach to achieve a 40% reduction of emissions from 2006 levels by 2030. “Cap and invest” puts a limit on emissions and requires a penalty payment for pollution over the limit. The funds from those penalty payments are invested in climate friendly transportation options.

HB1526 creates a workgroup to start setting up a cap and invest program and explore the best opportunities for investment to reduce greenhouse gas emissions from the transportation sector. It explicitly provides that the workgroup shall explore options to facilitate biking and walking and to address pedestrian fatalities.

Fiscal Impact:

None

Council Options:

1. Authorize the Mayor to send a letter substantially as attached on behalf of the City in support of HB 1526.
2. Authorize the Mayor to send an amended letter.
3. Take no position on HB 1526 at this time.

Staff Recommendation:

- 1.

Recommended Motion:

I move to authorize the Mayor to send a letter substantially as attached stating the City's support for HB 1526, which will create a workgroup for a cap and invest program and explore the best opportunities for investment that reduces greenhouse gas emissions in the transportation sector.

Attachments:

Letter to Delegate Maggie McIntosh, Chair of the House Appropriations Committee
Letter to Delegate Kumar P. Barve, Chair of the House Environment and Transportation Committee



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February 26, 2020

MAYOR

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DISTRICT 1

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443.646.3503

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mmackie@collegetparkmd.gov
240.472.0681

Denise Mitchell

dmitchell@collegetparkmd.gov
301.852.8126

Delegate Maggie McIntosh, Chair
Appropriations Committee
Room 121
House Office Building
Annapolis, Maryland 21401

Re: HB 1526 Transportation Carbon Reduction Fund – Establishment (Transportation Carbon Fund Act)

Dear Delegate McIntosh and Committee Members:

The College Park City Council voted to support HB 1526 during our February 25, 2020 meeting. This legislation will create a workgroup for a cap and invest program and explore the best opportunities for investment to reduce greenhouse gas emissions from the transportation sector. “Cap and invest” puts a limit on emissions and requires a penalty payment for pollution over the limit. The funds from those penalty payments are invested in climate friendly transportation options. Additionally, the workgroup will explore options to facilitate biking and walking and to address pedestrian fatalities.

Transportation is currently the largest contributor to greenhouse gas emissions, and we must significantly reduce these emissions to avoid the worst impacts of climate change. HB 1526 will help develop the best options to reduce emissions and invest in climate-friendly transportation such as biking, walking, and mass transit. These investments create economic and health benefits, as well as environmental benefits.

On behalf of the City of College Park, I respectfully request your support for HB 1526.

Sincerely,

Patrick L. Wojahn
Mayor

cc: Members of the Appropriations Committee
21st District Delegation



CITY OF COLLEGE PARK

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8400 BALTIMORE AVENUE SUITE 375 COLLEGE PARK MD 20740 | COLLEGE PARKMD.GOV

February 26, 2020

MAYOR

Patrick L. Wojahn

pwojahn@collegetparkmd.gov
240.988.7763

DISTRICT 1

Fazlul Kabir

fkabir@collegetparkmd.gov
301.659.6295

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mmackie@collegetparkmd.gov
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301.852.8126

Delegate Kumar P. Barve, Chair
Environment and Transportation Committee
Room 251
House Office Building
Annapolis, Maryland 21401

Re: HB 1526

Dear Delegate Barve and Committee Members:

The College Park City Council voted to support HB 1526 during our February 25, 2020 meeting. This legislation will create a workgroup for a cap and invest program and explore the best opportunities for investment to reduce greenhouse gas emissions from the transportation sector. "Cap and invest" puts a limit on emissions and requires a penalty payment for pollution over the limit. The funds from those penalty payments are invested in climate friendly transportation options. Additionally, the workgroup will explore options to facilitate biking and walking and to address pedestrian fatalities.

Transportation is currently the largest contributor to greenhouse gas emissions, and we must significantly reduce these emissions to avoid the worst impacts of climate change. HB 1526 will help develop the best options to reduce emissions and invest in climate-friendly transportation such as biking, walking, and mass transit. These investments create economic and health benefits, as well as environmental benefits.

On behalf of the City of College Park, I respectfully request your support for HB 1526.

Sincerely,

Patrick L. Wojahn
Mayor

cc: Members of the Environment and Transportation Committee
21st District Delegation

20-G-41

Approval of Minutes

COUNCIL ORIENTATION MINUTES

College Park City Council
Saturday, December 14, 2019
Davis Hall, 9217 51st Avenue
9:00 a.m. – 2:00 p.m.

PRESENT: Mayor Wojahn; Councilmembers Kabir, Kennedy, Brennan, Dennis, Day, Rigg, Mackie and Mitchell.

ABSENT: None.

ALSO PRESENT: Scott Somers, City Manager; Bill Gardiner, Assistant City Manager; Terrie Glass, Zelos. City Attorney Suellen Ferguson attended a portion of the meeting.

1. Presentation – legal matters: Ms. Ferguson presented on legal matters that the Mayor and Councilmembers may face as members of the elected body and answered questions.
2. Governance:
 - A. Team Building:
 - The balance between teamwork and “One Voice” when there are different voices in the community
 - The need for a better understanding of the issues and better marketing to the community
 - Complexity of some issues; relying on staff
 - Speaking up; controlling emotions
 - Having the courage of convictions; don’t respond to the loudest voice.
 - Learning to forge consensus; allow all ideas to come forward.
 - More effective outward communication
 - Foster an environment for more discussion and debate at the dais
 - Revise question process during Worksessions to allow a more direct conversation to occur.
 - B. “Roles and Responsibilities” in the organization:
 - Mayor
 - Councilmembers
 - City Manager
 - City Attorney
3. Working Productively as a Council: Council discussed John Carver and Miriam Carver’s Guidance on Policy Making and Keeping Council Focused on Higher Level Concerns:
 - Keeping the appropriate focus as a Council – avoiding operational details.
 - Concept of “One Voice”
 - Create policies that are maximally broad AND within which the City Manager could make any reasonable decision
 - If Council creates a policy and then, in practice, Council realizes that greater constraints are needed or more autonomy is needed, the policy can be revised.

4. Wrap up/Next Steps

- Develop a policy to clarify the role between the City Manager and City Attorney on review/approval of contracts/legal agreements.

Janeen S. Miller
City Clerk

Date
Approved

MINUTES
College Park City Council
Legislative Dinner
Monday, January 6, 2020
University of Maryland Golf Course Clubhouse
7:30 p.m. – 9:05 p.m.

PRESENT: Mayor Wojahn; Councilmembers Kabir, Kennedy, Brennan, Dennis, Day, Rigg, Mackie and Mitchell.

ABSENT: None.

ALSO PRESENT: Scott Somers, City Manager; Bill Gardiner, Assistant City Manager; Lauren Roberts, Administration; Suellen Ferguson, City Attorney; Julia Nihkinson, Deputy Student Liaison.

GUESTS: County Council Members Dannielle Glaros and Tom Dernoga; Eugene Jones (Dernoga Constituent Services Specialist); Bianca Harsley (Mel Franklin Constituent Services Specialist); Ola M. Hill (Alsobrooks Municipal Liaison); Senator Jim Rosapepe; Carolyn Brosch (Rosapepe Chief of Staff); Edith Perry (Peña-Melnyk Chief of Staff); Mary Jane Coolen (Lehman Legislative Aide); Jarryd Hawkins (Sen. Cardin’s office); Eve Shuman (Sen. Van Hollen’s office); Len Lucchi, City Lobbyist; Candace Donoho, MML; Carlo Colella and Anne Martens (UMD); Eric Olson, (CPCUP).

Mayor Wojahn opened the program at 7:30 p.m. with welcoming remarks. The guests introduced themselves.

College Park Accomplishments and Initiatives: Mayor Wojahn reviewed the City’s 2018-2019 Accomplishments and 2020 Initiatives from the Legislative Dinner briefing book (see attached).

Discussion of Baltimore Avenue Improvements (College Avenue to I-495):

1. Councilmember Dennis discussed the status of the project. Segment #1 (from College Avenue to 193) has been fully funded. Segments #2 and #3 (from MD193 – I-495) have not been funded. He requested help from Federal, State and County representatives to make this a priority and press MDOT for funding. It would create a safer environment for drivers, bicyclists and pedestrians.

Comments:

- Sen. Rosapepe says this should be a transportation priority for 2030 vision that CPCUP is working on. The money comes from the transportation trust fund and needs to be on the City, UMD and County’s priority list. That filters to SHA and DOT list of priorities.
- Council Member Dernoga says there are competing interests with 210/Rt. 4/Rt. 5, but he would like to make it a priority.

- Council Member Glaros says there needs to be a plan for Segment # 2 and #3 in place before it will advance on the list of priorities. Some brainstorming is needed before it can move forward.

Discussion of Bond Bill for City Hall Plaza:

2. Councilmember Day discussed the vision for the new City Hall Plaza. It includes a gathering location in downtown College Park that is attractive to younger residents and can accommodate special events. He asks the Delegation to support this initiative by requesting State funding to offset the cost.

Comments:

- Councilmember Rigg says this is a major opportunity for investment in downtown College Park. The Plaza could house a farmer's market and other amenities for a more exciting and vibrant public space.
- Mayor Wojahn says the City received bond funds at an excellent rate to bring this project to fruition but could use additional funding.

Discussion of Opposition to Beltway Expansion Plan:

3. Councilmember Kabir discussed the cons of the Beltway expansion such as losing residential homes, trees and park land. Also, it will bring pollution and noise. Gov. Hogan has two votes on the Board of Public Works to move a plan that will only widen at American Legion Bridge and I-270 instead of entire beltway. The State Board of Public Works will consider a broader expansion at a later time. He asks the Delegation for their opposition to widening the beltway east of I-270. Also, the City would like to see more bus routes to reduce congestion and needs help from all jurisdictions to create a transit plan.

Comments:

- Sen. Rosapepe encouraged everyone to work together on a solution—it is important to offer an alternative and not simply oppose this proposal.
- Council Member Dernoga said we need to revisit asking WMATA to extend their green line to Laurel/Fort Meade/BWI. MARC cannot carry the load alone. He encouraged the City to revisit the transit study completed by WMATA in 2008.
- Council Member Glaros has concerns about where the exit ramps will be, which hasn't been answered. The initial plan was to drop traffic onto Baltimore Avenue. It wasn't coordinated well with the County and there needs to be a coherent strategy.

Discussion of State Funding for Sidewalk and Trail Connectivity:

4. Mayor Wojahn discussed new trails being created in College Park and the need for more in the area which will help reduce traffic congestion. Gov. Hogan has agreed to participate in the Transportation Climate Initiative which will bring investments to support walking and biking in our State. In addition, we ask our State, County and Federal Delegation to continue investment on all levels.

Comments:

- Sen. Rosapepe says progress has been made but there is still more work to do.
- Council Member Dernoga has been pushing for bike lanes and trails since being elected in office.
- Council Member Glaros will continue to advocate for it.

Discussion of Preserving Municipal Authority on Small Cell Antenna Siting:

5. Councilmember Mitchell, in conjunction with Candance Donoho (MML), discussed the City's position on Preserving Municipal Authority on Small Cell Antenna Siting. She sees the need for a state-wide bill to preserve municipal authority in the right-of-way. Forty out of 157 cities have adopted an ordinance to deal with aesthetic issues created by small cell antennas. She asks for support from the Delegation to maintain municipal control over these issues. Ms. Donoho says MML's first legislative priority is small cell siting, the second is Highway User Revenues.

Comments:

- The Mayor says NLC is working on 5G on the Federal level and pursuing legal action against the FCC and the issue with the Cable Franchise Agreements, which restricts Municipalities from negotiating to provide better services to the community.
- Sen. Rosapepe says since UMD has many properties within College Park, it might make sense for them to collaborate with the City, be proactive by choosing preferable locations for 5G infrastructure in advance.
- Ms. Donoho says cell companies cherry-pick prime locations and they should be required to service all areas in the State, which is a challenge.
- Council Member Glaros says the County passed 5G legislation at the end of last year and she stands with the City and MML in preserving our local authority. It's about site location and setting appropriate fees. There is a level of guidance from the federal government, but cities will need consultants to review sites and this cost should be included in the fee scale.

General Discussion and Comments:

Sen. Rosapepe suggests MML survey members in regard to their Pre-K capacity. On average, there are 50% public and 50% private providers (church schools, private schools, nursery schools). He encouraged the expansion of private Pre-K providers across the State that can offer subsidies on a sliding scale, making services affordable to 80% of families.

Edith Perry (Peña-Melnyk Chief of Staff) says Del. Peña-Melnyk is working on a bed registry bill, helping mental health patients to find what space is open at a mental health facility in advance. Currently, people in need are having to wait long hours for a space/bed to become available.

Mary Jane Coolen (Lehman Legislative Aide) says Del. Lehman is working on a bill that will allow each County state-wide, not only on the Eastern Shore, to have a say as to whether a toll road can be established in the County. This will level the playing field for counties on the Western Shore of the Bay. Also, she is working on how to dispose of expired synthetic turf (crumpled tires, plastic carpet, adhesive). There are companies that try to recycle or dispose of it but they stockpile or dump it in remote areas. This is becoming a problem across the country. She wants to task the manufacturers with finding a way to dispose of expired turf.

Ola M. Hill (Alsobrooks Municipal Liaison) says she will follow up with County Executive Alsobrook's Chief of Staff and send the County list of priorities to the City Manager in the near future. In the meantime, she says that Small Cell Infrastructure is at the top of the list. The

County Executive is in support of Municipalities maintaining control of small cell standards and in support of municipalities receiving the Highway User Revenues. They constantly get calls about the Beltway expansion and the effect it will have on the community, so it is on the radar. Lastly, she encourages all Municipalities to identify as a Census Hub on April 1, 2020.

Council Member Glaros is active in advocating for youth services bureaus and financially supporting the College Park Arts Exchange and other nonprofits who are serving residents. She is excited that the College Park Woods project is moving forward and thanks everyone for coming together. Also, she thanks Del. Barnes and Sen. Rosapepe for the work on Albion Road and acquiring the property from WMATA in order to preserve it. She will reopen the Green Street issue on Campus Drive. It is time to work out the details and have a plan in place to move forward in 2022. She's been working on affordable housing with the DHCD Director and innovative school funding, which was encouraged by Sen. Rosapepe. The county struggles with litter. Del. Lehman is working on a bill to ban plastic bags across the State. She also successfully led a ban on Styrofoam county-wide. Council Member Glaros encourages everyone to get on board.

Bianca Harsley (Mel Franklin Constituent Services Specialist) says Council Member Franklin regrets not being here. He advocates for young and minority new businesses. She will take our initiatives that need funding back to his office.

Carlo Colella is working with the City-University Partnership on the Bond Bill for City Hall Plaza. Connectivity requests, Baltimore Avenue project, Beltway expansion, and other legislative issues will receive their support. He seconded Sen. Rosapepe in collaborating with the City of College Park to help fix some of these issues.

Jarryd Hawkins (Sen. Cardin's office) says he will relay opposition to Beltway expansion to Sen. Cardin and says more public input is needed. The feedback is not falling on deaf ears.

Eve Shuman (Sen. Van Hollen's office) says Sen. Van Hollen stands with the Delegation in asking for details and answers from the government about I-495 Beltway expansion, such as how much does it cost and which neighborhoods are impacted. She advised to keep pushing forward because College Park is a very vocal and powerful group. Sen. Van Hollen's office is tasked with helping Iranian Dual Citizens/Green card holders who are trying to enter the USA but having problems. If you know of anyone having these issues, please refer them to Sen. Van Hollen's office.

The Legislative Dinner concluded at 9:05 p.m.

Lauren Roberts
Administrative Specialist

Date Approved

WORKSESSION MINUTES
College Park City Council
Tuesday, January 7, 2020
Davis Hall, 9217 51st Avenue
7:30 P.M. – 11:01 P.M.

PRESENT: Mayor Wojahn; Councilmembers Kabir, Kennedy, Brennan, Dennis, Day, Rigg, Mackie and Mitchell.

ABSENT: None.

ALSO PRESENT: Scott Somers, City Manager; Bill Gardiner, Assistant City Manager; Janeen Miller, City Clerk; Suellen Ferguson, City Attorney; Terry Schum, Director of Planning; Miriam Bader, Senior Planner; Julia Nikhinson, Deputy Student Liaison.

Mayor Wojahn opened the Worksession at 7:30 p.m.

CITY MANAGER’S REPORT: Mr. Somers reviewed the upcoming City tribute to Dr. Martin Luther King, Jr.; an upcoming meeting about a park at the end of Odessa Road; the Family Fun Bowling Bash; and an emergency repair on Christmas Day to the sanitary sewer under the parking garage for the cost of \$39K - this will appear on a future agenda.

AMENDMENT TO/APPROVAL OF THE AGENDA: The agenda was approved without amendment (Rigg/Mitchell) 8-0.

ACTION ITEMS/SPECIAL SESSION:

A motion was made by Councilmember Dennis and seconded by Councilmember Day to enter into a Special Session as shown on the agenda. The motion passed 8-0 and Council entered Special Session at 7:33 p.m. Following action on 1. the Proclamation for Dr. Martin Luther King, Jr., and 2. Council appointments to COG committees and to the City Grant Selection Subcommittee, the Council reconvened into the Worksession at 7:39 p.m.

DISCUSSION ITEMS:

3. Preliminary Plan of Subdivision AND Detailed Site Plan for proposed Northgate student housing project (8430 and 8510 Baltimore Avenue)

Ms. Bader reviewed the staff report. This project is located on the current Burger King site and the adjacent lot to the south (currently an abandoned restaurant). Mixed use: Student Housing 296 units (978 beds), 1084 sq. ft. of retail, 300 parking spaces. Sector Plan zone: Corridor Infill and Walkable Node. 7-8 story building with three interior courtyards and underground parking. Variety of apartment sizes from studio to five bedroom. Price range \$850-\$1,500 per bed/month. Trail behind building to campus will need an easement from Taco Bell owners. Some trees will need to be removed but the Black Walnut specimen tree should be saved. Side agreement with the developer will be needed.

Christian Cerria from Gilbane, and Tom Haller, Attorney representing Gilbane: They are in agreement with the revised conditions. They will add bike and scooter parking. Gilbane intends to retain ownership and hire a 3rd party to manage.

Two motions to consent next week: one for the Preliminary Plan of Subdivision and one for the Detailed Site Plan.

4. Discussion of the request by Northgate developers for City support for exemption from the County's school facilities surcharge:

The County school surcharge on this project amounts to about \$2.6M. Some Councilmembers said it is difficult to support the exemption request because our school system is hurting. What would the consequences be to the project if they paid the surcharge and had to value-engineer? Come back next week with that information to help inform Council's decision on the request. Perhaps there could be a middle ground, instead of all or none?

5. Discussion of the request by Northgate developers for a City Revitalization Tax Credit for the Northgate student housing project:

Staff reviewed the staff report. This project meets 7 of the criteria for a City Revitalization Tax Credit; a minimum of 4 is required for eligibility. To agenda for approval next week.

6. Discussion of Duvall Field recommendations: Ms. Schum reviewed the staff report. Two discussion items: 1) conceptual plan, 2) Turf, modified turf, or artificial turf for field. The conceptual plan would allow more flexibility and increased utilization of the field. Question: what would that increased utilization really look like? Do we have the staff capacity to handle an increase? Questions/Discussion:

- Can we consider a portable stage?
- Consider having the tot-lot in the shade.
- Who is the user-audience for the field – what are the trends for children's sports. Should this be more general recreation space or dedicated sports fields?
- The kitchen is underutilized.
- We have a small Boys and Girls Club in College Park – who are we trying to serve?
- What is our collective vision for the field? Get ideas from other sites.
- The amount of parking is a limiting factor.
- Consider an enhanced status-quo with increased usage by residents when the B&G Club is not legitimately using the field.
- Should we utilize staff to help bolster the B&G Club and do some recreational programming?
- Consensus seemed to lean toward modified turf.

[At 10:30 p.m., a motion was made by Councilmember Day and seconded by Councilmember Mitchell to extend the meeting. Motion passed 8-0.]

Summary: Keep talking about the use of the field based on the questions above, the role of the B&G Club, and making the field more broadly available to the community. How can we better utilize the concession stand? Can we be more proactive with programming? Improve the ease of scheduling and the available time. Return Future W/S.

7. Discussion of Strategic Plan Consultant Selection Process: Review of staff report. Staff recommends two specific firms for Mayor and Council to interview. Council agreed.

8. Appointments to Boards and Committees: Appointments to the CBE and Seniors Committee were recommended.

9. Requests for/Status of Future Agenda Items:

- School bus situation: letter to School Board on consent next week (Mitchell/Kabir 8-0)
- Youth Advisory Council – currently on Master List – schedule soon.

10. Mayor and Councilmember Comments:

- Councilmember Brennan said he plans to amend Ordinance 20-O-01 next week regarding number of toters and how many are free.
- Mayor Wojahn discussed legislation regarding education funding per the Kirwan Commission report and hopes we can support.
- There is news of a compromise on the Beltway expansion plan – it appears they will not be moving forward with the segment that would impact College Park at this time.
- Legislative session opens tomorrow.

ADJOURN: A motion was made by Councilmember Brennan and seconded by Councilmember Dennis to adjourn the Worksession, and with a vote of 8-0 the Worksession was adjourned at 11:01 p.m.

Janeen S. Miller
City Clerk

Date
Approved

20-G-42

Approval
Section S
Mayor & Council
Rules and Procedures



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING**

AGENDA ITEM 20-G-42

Prepared By: Bill Gardiner,
Assistant City Manager

Meeting Date: February 25, 2020

Presented By: Scott Somers,
City Manager

Consent Agenda: No

Originating Department: Mayor and Council

Action Requested: Adoption of Section S (Conduct of Councilmembers), #5 (Disclosure of Communication).

Strategic Plan Goal: Effective Leadership

Background/Justification:

The City Council reviews and adopts its rules every two years. The Council discussed revisions to the current rules (adopted March 27, 2018) during the February 4 and February 18 Council Worksessions. Following the February 18 discussion, Council indicated it would discuss as an action item a proposed rule entitled, "Disclosure of Communications with Entities interested in Matters before the Council". This proposed rule has been amended following Council discussion during the prior Worksessions.

The intent of the rule is to ensure that all Councilmembers have equal information regarding issues that come before them; to promote transparency by reporting substantive communications with entities with matters before the Council; and to strengthen the role of the Council as one body. The proposed rule is as follows:

(5) Disclosure of communication with entities interested in legislative matters before the Council. In order to foster transparency, a City elected official who has previously engaged in substantive communications with persons or entities that have, individually, or through family or a business, an economic interest in, or possibility of private gain from, a specific legislative matter, should inform the Mayor and Council of those communications at the public meeting during which the same legislative matter is on the agenda for discussion or action. The notification should be made at the beginning of the Council discussion and before any vote on the legislative matter. For example, if a developer seeking Council support to pursue a project in the City has a substantive communication prior to the meeting with any City elected official, the Mayor and Council should be notified at the public meeting before discussion of the developer's proposal. This procedure does not apply to Mayor and Councilmember communications with persons or entities about legislative matters that affect the individual or entity in the same manner as the general public is affected, or that involve no direct financial impact or possibility of private gain.

Fiscal Impact:

None

Council Options:

1. Adopt the disclosure of communications rule above in the Rules and Procedures for the Mayor and City Council
2. Amend and adopt the disclosure of communications rule above
3. Take no action at this time

Staff Recommendation:

#1

Recommended Motion:

I move to adopt the language above for Section (5) of the Rules and Procedures for the Mayor and City Council of College Park.

Attachments:

None

20-G-45

Approval of Traffic
Modifications

Calvert Rd in Connection to
Purple Line Closure of
Campus Dr



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING**

AGENDA ITEM 20-G-45

Prepared By: Scott Somers, City Manager

Meeting Date: February 25, 2020

Presented By: Scott Somers, City Manager

Consent Agenda: No

Originating Department: City Manager's Office

Action Requested: Approve removal of speed humps on Calvert Road to mitigate noise from anticipated temporary increases in bus traffic due to temporary closure of Campus Drive to allow for Purple Line construction and direct staff to install temporary flashing speed limit signs

Strategic Plan Goal: Goal 4: Quality Infrastructure

Background/Justification:

On February 5, 2019, the City Council discussed and reviewed anticipated impacts to Calvert Road resulting from Campus Drive closure to allow for Purple Line construction.

Please recall that the Maryland State Department of Transportation is currently constructing the 16.2-mile Purple Line light rail system which will provide an alternate mode of transportation between Bethesda to New Carrollton. The Purple Line will provide public transportation to various subway stations across Montgomery and Prince George's County's without having to travel into the District of Columbia to make transfers. The light rail system is going to bisect the City of College Park along Campus Drive.

Construction of the Purple Line in College Park has begun. As part of the construction process, Campus Drive between Baltimore Ave. and the Metro Parking garage will be closed from the end of May 2020 to mid to the end of August 2020. This closure will require buses that normally pick and drop off passengers on the east side of the Metro station, to be picked up and dropped off on the west side of the Metro station. As a result, significant bus traffic is expected in Old Town, specifically, on Calvert Rd., Rhode Island Ave., and College Ave.

Mayor Wojahn, Councilmembers Rigg and Day, City staff, and representatives from WMATA, UMD DOTS, PG DPW&T, and the Purple Line have previously met to discuss how best to mitigate the impact of this increased bus traffic in the neighborhood. Ideas discussed include utilization of quieter buses, removing speed humps and stop signs along Calvert Rd, temporarily decreasing speed limits and installing flashing speed signs and/or speed cameras on Calvert Rd. At the February 5, 2019 meeting staff recommended against removing stop signs due to safety concerns. Council is now being asked to allow for removal of the speed humps. To mitigate potential speeding, staff recommends the City temporarily install flashing speed limit signs along Calvert Road.

Fiscal Impact:

The cost of removing and reinstalling speed humps and purchasing and installing special flashing speed signs.

Council Options:

1. Approve removal of speed humps on Calvert Road and direct staff to install temporary flashing speed limit signs.
2. Provide different direction to staff.
3. Take no action.

Staff Recommendation:

Staff will take direction.

Potential Motion:

I move to approve the removal of speed humps on Calvert Road to mitigate noise from anticipated temporary increases in bus traffic due to temporary closure of Campus Drive to allow for Purple Line construction and direct staff to install temporary flashing speed limit signs.

Attachments:

20-0-03

Introduction



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING**

AGENDA ITEM 20-O-03

Prepared By: Scott Somers, City Manager

Meeting Date: February 25, 2020

Presented By: Scott Somers, City Manager

Consent Agenda: No

Originating Department: City Manager's Office

Action Requested: Introduce Ordinance 20-O-03, an Ordinance Amending City Code Chapter 11, "Authorities", Chapter 15 "Boards, Commissions And Committees", Chapter 38, Ethics, Chapter 138, "Noise", And Chapter 179, "Tree And Landscape Maintenance", to implement the specific Code changes called for in Resolution 19-R-22, and schedule a public hearing

Strategic Plan Goal: Goal 5: Effective Leadership

Background/Justification:

The City Council adopted Resolution 19-R-22 on November 12, 2019 which implemented recommendations of the Committee on Committees. As noted in the November 12, 2019 staff report, future Code changes would be needed to remove unnecessary prescriptive assignment of staff liaison to Section 15.37 and 179.5 of the City Code which pertain to the Committee for a Better Environment and the Tree and Landscape Board. Other conforming changes in the City Code are also required. Please note that these recommended changes do not remove staff liaisons from these committees; rather, they remove the legal requirement of identifying who the staff liaison are.

Fiscal Impact:

None

Council Options:

1. Introduce Ordinance 20-O-03, and schedule a public hearing
2. Introduce Ordinance 20-O-03, but with amendments.
3. Direct Staff to conduct additional research.
4. Maintain status quo.

Staff Recommendation:

Option #1

Potential Motion:

I move to introduce Ordinance 20-O-03, an Ordinance Amending City Code Chapter 11, "Authorities", Chapter 15 "Boards, Commissions And Committees", Chapter 38, Ethics, Chapter 138, "Noise", And Chapter 179, "Tree And Landscape Maintenance", to implement the specific Code changes called for in Resolution 19-R-22, and to schedule a public hearing for March 10, 2020.

Attachments:

1. Draft Ordinance 20-O-03

ORDINANCE

OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK AMENDING CITY CODE CHAPTER 11, "AUTHORITIES", ARTICLE II, "AIRPORT AUTHORITY", BY AMENDING §11-5, "CREATION; MEMBERS; COMPENSATION; CONFLICTS OF INTEREST"; AMENDING CHAPTER 15 "BOARDS, COMMISSIONS AND COMMITTEES", BY ENACTING §15-2, "TERMS AND APPOINTMENT; REPEALING AND RE-ENACTING §15-3, "MEMBERSHIP; TERMS"; §15-34 POWERS AND DUTIES; §15-35, "ORGANIZATION"; §15-37, "STAFF LIAISON" AND DELETING ARTICLE III, "COLLEGE PARK CABLE TELEVISION COMMISSION", §§ 15-9 THROUGH 15-17, IN ITS ENTIRETY AND §15-23, "TERMS OF OFFICE"; AND RESERVING THE ARTICLE; AMENDING CHAPTER 38, "ETHICS, CODE OF", ARTICLE II, "ETHICS COMMISSION" BY REPEALING AND REENACTING §38-5, "ESTABLISHMENT", CHAPTER 138, "NOISE", BY REPEALING AND RE-ENACTING §138-3, "NOISE CONTROL BOARD"; AND AMENDING CHAPTER 179, "TREE AND LANDSCAPE MAINTENANCE", BY REPEALING AND RE-ENACTING §179-5, "TREE AND LANDSCAPE BOARD"; TO DISCONTINUE THE CABLE TELEVISION COMMISSION; SET CONSISTENT TERMS FOR ALL BOARD, COMMISSION AND COMMITTEE MEMBERS APPOINTED UNDER CHAPTERS 15, 38, 138 AND 179 AND AIRPORT AUTHORITY MEMBERS APPOINTED UNDER CHAPTER 11; REMOVE OVERLY PRESCRIPTIVE STAFF LIAISON AND MEMBERSHIP REQUIREMENTS, AND REQUIRE ANNUAL WORK PLANS FOR MAYOR AND COUNCIL REVIEW AND APPROVAL, FROM CERTAIN BOARDS, COMMISSIONS AND COMMITTEES

WHEREAS, the Local Government Article of the Annotated Code of Maryland provides that the Mayor and Council of the City of College Park 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 residents of the municipality; and

WHEREAS, the City of College Park is ably assisted by many volunteers who dedicate their time and energies to being part of City boards, commissions and committees; and

WHEREAS, the Mayor and Council wish to ensure that City boards, commissions and committees, and the Airport Authority, are as productive, efficient, and inclusive as possible, while also responding to the current needs of the City and acting in conformance with the City's Mission, Vision, Strategic Plan, Goals and Council Priorities; and

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.
CAPS	: Indicate matter added in amendment
[Brackets]	: Indicate matter deleted in amendment

WHEREAS, the Mayor and Council appointed the Committee on Committees to review the purposes, functions, and rules for boards, commissions and committees; and

WHEREAS, the Committee on Committees has issued its recommendations; and

WHEREAS, the Mayor and Council have adopted the recommendations of the Committee on Committees; and

WHEREAS, this Ordinance adopts those recommendations into the City Code.

Section 1. NOW THEREFORE, BE IT ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, that Chapter 11 “Chapter 11, “Authorities”, Article II, ‘Airport Authority”, §11-5, “Creation; Members; Compensation; Conflicts Of Interest be and is hereby repealed and reenacted with amendments 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 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.]~~ MEMBER TERMS ARE GOVERNED BY CHAPTER 15, BOARDS, COMMISSIONS AND COMMITTEES, §15-2, TERMS AND APPOINTMENT.

B.

Section 2. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that Chapter 15 “Boards, Commissions and Committees”, Article I, “General Provisions”, §15-2, “Terms and appointments” be and is enacted to read as follows:

§ 15-2 TERMS AND APPOINTMENTS.

A. THE TERMS OF ALL CURRENT MEMBERS OF THE BOARDS, COMMISSIONS AND COMMITTEES APPOINTED UNDER CHAPTERS 15, 38, 138 AND 179 OF THIS CODE, AND ALL CURRENT MEMBERS OF THE AIRPORT AUTHORITY, SHALL EXPIRE JUNE

30, 2020. SUBJECT TO REAPPOINTMENT AS FOLLOWS: ON JULY 1, 2020, THE CURRENT MEMBERS OF THE SAID BOARD, COMMISSION OR COMMITTEES AND THE AIRPORT AUTHORITY WILL BE RE-APPOINTED TO A ONE (1), TWO (2), OR THREE (3) YEAR TERM DETERMINED THROUGH A LOTTERY SYSTEM. AS EACH RE-APPOINTED MEMBER'S TERM ENDS, THE SUBSEQUENT TERM FOR THAT POSITION SHALL BE FOR THREE YEARS, WITH THE INTENTION THAT THE TERMS OF ONE THIRD OF THE MEMBERSHIP WILL EXPIRE ON JUNE 30 ANNUALLY. IN THE EVENT THAT AN EXISTING MEMBER OF A BOARD, COMMISSION OR COMMITTEE OR THE AIRPORT AUTHORITY DOES NOT SEEK TO BE RE-APPOINTED ON JULY 1, 2020, A NEW MEMBER WILL BE APPOINTED, WITH A TERM DETERMINED THROUGH THE LOTTERY SYSTEM.

B. APPLICATIONS FOR APPOINTMENT TO A BOARD, COMMITTEE OR COMMISSION OR THE AIRPORT AUTHORITY, OR REAPPLICATIONS BY MEMBERS WHOSE TERMS ARE EXPIRING, WILL BE ACCEPTED FOR ALL TERMS BEGINNING AFTER JULY 1, 2020.

C. A POSITION VACATED BEFORE THE EXPIRATION OF A TERM SHALL BE FILLED BY APPOINTMENT, AS AUTHORIZED FOR EACH BOARD, COMMISSION OR COMMITTEE, FOR THE EXTENT OF THE UNEXPIRED TERM.

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

§ 15-3 Membership; terms.

Membership on the College Park Recreation Board shall be composed of up to 10 members appointed by the Mayor and Council [~~for three-year terms~~] with a goal of representation from each district. MEMBER TERMS ARE GOVERNED BY CHAPTER 15, BOARDS, COMMISSIONS AND COMMITTEES, §15-2, TERMS AND APPOINTMENTS.

Section 4. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that Chapter 15, “Boards, Commissions and Committees”, Article II, “College Park Recreation Board”, §15-8, “Responsibilities of Chairperson and Board”, be and it is hereby repealed, reenacted and amended to read as follows:

§ 15-8. Responsibilities of Chairperson and Board.

A. – C. * * * * *

D. THE RECREATION BOARD SHALL PROVIDE AN ANNUAL REPORT AND WORK PLAN, ON OR BEFORE THE DATE, AND IN THE FORMAT, DETERMINED BY THE MAYOR AND COUNCIL.

Section 5. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that Chapter 15, “Boards, Commissions and Committees”, Article III, “College Park Cable Television Commission”, §§15-9 – 15-17, be and it is hereby repealed in its entirety and reserved.

Section 6. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that Chapter 15, “Boards, Commissions and Committees”, Article IV, “Advisory Planning Commission”, §15-23, “Terms of office”, be and it is hereby repealed in its entirety as follows:

~~[§ 15-23 Terms of office.~~

~~Appointment to the Advisory Planning Commission shall be for three-year terms. Initially, three of the Advisory Planning Commission members shall be given two-year terms, and the other four members shall be given three-year terms. This shall allow for staggered terms among the membership.]~~

Section 7. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that Chapter 15, “Boards, Commissions and Committees”, Article VIII, “Committee for a Better Environment”, §15-34, “Powers and duties”, be and it 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 sustainability efforts. The duties and responsibilities of the Committee shall be established by resolution of the Mayor and City Council. THE COMMITTEE FOR A BETTER ENVIRONMENT SHALL PROVIDE AN ANNUAL REPORT AND WORK PLAN, ON OR BEFORE THE DATE AND IN THE FORMAT DETERMINED BY THE MAYOR AND COUNCIL.

Section 8. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that Chapter 15, “Boards, Commissions and Committees”, Article VIII, “Committee for a Better Environment”, §15-35, “Organization”, be and it is hereby repealed, reenacted and amended to read as follows:

§ 15-35 Organization.

A. The Committee shall consist of members appointed by the Mayor and Council. ~~Each member shall serve for a term of three years and shall be eligible for reappointment.~~ There shall be no more than 25 members on the Committee.

B. – C. * * * * *

Section 9. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that Chapter 15, “Boards, Commissions and Committees”, Article VIII, “Committee for a Better Environment”, §15-37, “Staff liaison”, be and it is hereby repealed, reenacted and amended to read as follows:

§15-37. “Staff liaison.

A member of the City's ~~planning~~ staff shall be appointed staff liaison to the Committee. The City Horticulturist shall be available to attend meetings of the Committee upon request of the Committee Chair, consistent with the Horticulturist's schedule.

Section 10. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that Chapter 15, “Ethics, Code of”, Article II, “Ethics Commission”, §38-5, “Establishment”, be and it is hereby repealed, reenacted and amended to read as follows:

§ 38-5 Establishment.

A. * * * * *

B. MEMBER TERMS ARE GOVERNED BY CHAPTER 15, BOARDS, COMMISSIONS AND COMMITTEES, §15-2, TERMS AND APPOINTMENTS.

Members of the Commission [~~shall be appointed to renewable two-year terms and during those terms~~] may only be removed for cause DURING ANY TERM.

C. – E. * * * * *

Section 11. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that Chapter 138, “Noise”, §138-3, “Noise Control Board”, be and it is hereby repealed, reenacted and amended to read as follows:

§138-3. Noise Control Board.

A. – B. * * * * *

C. [~~Members of the Noise Control Board shall be appointed to terms of four years.~~] MEMBER TERMS ARE GOVERNED BY CHAPTER 15, BOARDS, COMMISSIONS AND COMMITTEES, §15-2, TERMS AND APPOINTMENTS.

D. * * * * *

Section 12. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that Chapter 179, “Tree and Landscape Maintenance”, §179-5, “Tree and Landscape Board”, be and it is hereby repealed, reenacted and amended to read as follows:

§179-5. Tree and Landscape Board.

§ 179-5 **Tree and Landscape Board.**

A. Board membership and operation.

(1) * * * * *

(2) The Board shall have the following [~~nine~~] voting members: five 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~~] AND A CITY STAFF LIAISON.

(3) [~~The five Board members appointed by the Mayor and Council shall serve staggered, two-year terms.~~] MEMBER TERMS ARE GOVERNED BY CHAPTER 15, BOARDS, COMMISSIONS AND COMMITTEES, §15-2, TERMS AND APPOINTMENTS

(4) - (5) * * * * *

B. Duties and responsibilities of the Board.

(1) - (6) * * * * *

(7) PROVIDE AN ANNUAL REPORT AND WORK PLAN, ON OR BEFORE THE DATE AND IN THE FORMAT DETERMINED BY THE MAYOR AND COUNCIL

Section 13. 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 post at City Hall, to the official City website, to the City-maintained e-mail LISTSERV, and on the City cable channel, and if time permits, in any City newsletter, the proposed ordinance or a fair summary thereof 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 _____, 2020, 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. This Ordinance shall become effective on _____, 2020 provided that, as soon as practicable after adoption, the City Clerk shall post a fair summary of the Ordinance and

notice of its adoption at City Hall, to the official City website, to the City-maintained e-mail LISTSERV, on the City cable channel, and in any City newsletter.

If any section, subsection, provision, sentence, clause, phrase or word of this Ordinance is for any reason held to be illegal or otherwise invalid by any court of competent jurisdiction, such invalidity shall be severable, and shall not affect or impair any remaining section, subsection, provision, sentence, clause, phrase or word included within this Ordinance, it being the intent of the City that the remainder of the Ordinance shall be and shall remain in full force and effect, valid and enforceable.

INTRODUCED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the ____ day of _____ 2020.

ADOPTED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the ____ day of _____ 2020.

EFFECTIVE the ____ day of _____, 2020.

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

20-CR-01

Introduction
Charter Resolution
Amending Article IV
Voting and Elections



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING**

AGENDA ITEM 20-CR-01

Prepared By: Janeen S. Miller, City Clerk

Meeting Date: February 25, 2020

Presented By: Scott Somers, City Manager

Consent Agenda: No

Originating Department: City Manager's Office

Action Requested: Introduce Charter Resolution 20-CR-01, A Charter Resolution Amending Article IV Voting and Elections, Section C4-3, Supervisors of Elections, to amend the appointment date for the Supervisors of Elections and schedule a public hearing

Strategic Plan Goal: Goal 5: Effective Leadership

Background/Justification:

The City Council adopted Resolution 19-R-22 on November 12, 2019 which implemented recommendations of the Committee on Committees. As noted in the November 12, 2019 staff report, future Code changes would be needed to align the appointment dates for boards to July 1 and to set three-year terms across all boards. In the case of the Board of Election Supervisors, the required change is to the City Charter, not the City Code.

For the BOES, a three-year term is not recommended because that would result in some of the Supervisors' terms expiring just months before an election, which is not prudent. For that same reason, staggered terms are not recommended. The BOES considered either a two- or four-year term and decided to recommend keeping a two-year term, with a June 30 expiration/July 1 reappointment, to occur in the year before a regular election (even-numbered years). This will ensure that the same group of Supervisors who begin working on an upcoming election will remain on the BOES through the date of the election (barring any Special Elections). Other provisions of Resolution 19-R-22 regarding annual Workplans and Annual Reports also do not apply to the Board of Election Supervisors. Therefore, if approved, this Charter Amendment will only change the appointment date for the Election Supervisors.

Fiscal Impact:

None

Council Options:

1. Introduce Charter Amendment 20-CR-01, and schedule a public hearing
2. Introduce Charter Amendment 20-CR-01, but with amendments.
3. Direct Staff to conduct additional research.
4. Maintain status quo.

Staff Recommendation:

Option #1

Potential Motion:

I move to introduce Charter Amendment 20-CR-01, a Charter Resolution Amending Article IV Voting and Elections, Section C4-3, Supervisors of Elections, to amend the appointment date for the Supervisors of Elections. The Public Hearing will be held on March 24, 2020 at 7:30 p.m. at Davis Hall.

Attachments:

1. Draft Charter Resolution 20-CR-01

CHARTER RESOLUTION
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK,
AMENDING ARTICLE IV, “VOTING AND ELECTIONS”, § C4-3,
“SUPERVISORS OF ELECTIONS”, TO CHANGE THE TWO-YEAR TERMS OF
THE SUPERVISORS OF ELECTIONS TO BEGIN ON JULY 1, 2020 AND TO
PROVIDE THAT IF A SUPERVISOR POSITION BECOMES VACANT DURING
A TERM, A SUCCESSOR WILL BE APPOINTED TO THE REMAINDER OF
THAT TERM.

A Charter Resolution of the Mayor and Council of the City of College Park, 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 wish to ensure that City boards, commissions and committees, including the Supervisors of Elections, are as productive, efficient, and inclusive as possible, while also responding to the current needs of the City and acting in conformance with the City's Mission, Vision, Strategic Plan, Goals and Council Priorities; and

WHEREAS, the Mayor and Council appointed the Committee on Committees to review the purposes, functions, and rules for boards, commissions and committees; and

WHEREAS, the Committee on Committees has issued its recommendations; and

WHEREAS, the Committee on Committees has recommended that terms be established for the Supervisors of Elections, with a specific expiration date; and

WHEREAS, requiring appointment/reappointment of the Election Supervisors to a term of two years, beginning on July 1, 2020, will ensure that the Election Supervisors' terms will end in a non-election year and will allow various individuals to seek appointment as a Supervisor; and

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 Resolution.

CAPS : Indicate matter added in amendment

[Brackets] : Indicate matter deleted in amendment

WHEREAS, the Mayor and Council have determined that it is in the public interest to implement the recommendations of the Committee on Committees, to set a term of two years, and to require appointment/reappointment beginning on July 1, 2020 and

WHEREAS, this Charter Resolution adopts those recommendations into the City Charter.

Section 1. NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park that Article IV, “Voting and Elections”, §C4-3, “Supervisors of Elections” be repealed, re-enacted and amended to read as follows:

§ C4-3 Supervisors of Elections.

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 FOR A TWO YEAR TERM and fix the compensation for six qualified voters of ~~said~~ THE City, not holding any office thereunder, as Supervisors of Elections, EXCEPT THAT THE TERMS OF ALL OF THE CURRENT SUPERVISORS OF ELECTIONS SHALL END ON JUNE 30, 2020, SUBJECT TO REAPPOINTMENT AS FOLLOWS: BEGINNING ON JULY 1, 2020, EACH OF THE SUPERVISORS OF ELECTIONS WILL BE REAPPOINTED TO A TWO YEAR TERM. MEMBERS SERVE UNTIL THE EXPIRATION OF THE TWO YEARTERM OR UNTIL THEIR SUCCESSORS ARE APPOINTED, WHICHEVER IS LATER. IN THE EVENT THAT A CURRENT SUPERVISOR OF ELECTIONS DOES NOT SEEK TO BE RE-APPOINTED ON JULY 1, 2020, A NEW MEMBER WILL BE APPOINTED. APPLICATIONS FOR APPOINTMENT TO THE SUPERVISORS OF ELECTIONS, OR REAPPLICATIONS BY SUPERVISORS WHOSE TERMS ARE

EXPIRING, WILL BE ACCEPTED FOR ALL TERMS BEGINNING AFTER JULY 1, 2020.

IF A SUPERVISOR POSITION BECOMES VACANT DURING A TERM, A SUCCESSOR WILL BE APPOINTED TO THE REMAINDER OF THAT TERM. SUPERVISORS OF ELECTIONS, [~~who~~] shall act as Judges of Elections at any elections held during the [~~two years~~] TERM [~~succeeding their appointment~~] and [~~who~~] shall perform such other duties as may be delegated to them under the College Park Code. [~~One~~] One [~~of whom~~] SUPERVISOR shall be appointed from [~~the qualified voters of~~] each of the four election districts, and two [~~of whom~~] SUPERVISORS shall be appointed by the Mayor with the consent of the Council. [~~Such~~] THE Supervisors of Elections are hereby authorized to administer oaths to the Judges of Elections and voting machine operators in the performance of their duties. The Mayor and Council shall designate one of the six Supervisors of Elections as the Chief of Elections.

Section 2. BE IT FURTHER RESOLVED by the Mayor and Council of the City of College Park that this Charter Resolution was introduced on the _____ day of _____, 2020, after at least 21 days of prior public notice of the meeting. It was amended on the _____ day of _____, 2020. It is adopted this _____ day of _____, 2020, 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 3. 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 4. 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 2 and 3 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) shall further cause to be completed and executed the Municipal Charter or Annexation Resolution Registration Form.

Section 5: BE IT FURTHER RESOLVED that if any provision of this Resolution or the Charter adopted by this Resolution, or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other application of this Resolution or of the Charter which can be given

effect without the invalid provisions or application, and to this end, all the provisions of this Resolution and of the Charter are hereby declared to be severable.

INTRODUCED by the Mayor and Council of the City of College Park at a regular meeting on the _____ day of _____ 2020.

AMENDED by the Mayor and Council of the City of College Park at a regular meeting on the _____ day of _____ 2020.

ADOPTED by the Mayor and Council of the City of College Park at a regular meeting on the _____ day of _____ 2020.

EFFECTIVE the _____ day of _____, 2020.

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

Legislative Report

Memorandum

TO: Bill Gardiner, Assistant City Manager
City of College Park

FROM: Leonard L. Lucchi, Esquire
Eddie L. Pounds, Esquire
City Lobbyists

DATE: February 21, 2020

RE: Weekly Report #6

Here is a listing pertinent bills of interest that we are tracking for the City:

- 1. PG 108-20** M-NCPPC – Summer Math, Reading, and Science Pilot Program – For the purpose of creating a Summer Math, Reading, and Science Pilot Program. M-NCPPC is to coordinate with the Prince George’s County public school system to integrate academic content into summer parks and recreation programs. **Bill received an Unfavorable Report from the Bi-County Committee. Bill special ordered today by the Delegation until next week.**
- 2. PG 303-20** Prince George’s County – Alcoholic Beverages – Shopping Center – Authorization of a Class B-SC (Shopping Center) 7-day beer, wine, and liquor license.
- 3. PG 308-20** Prince George’s County – Alcoholic Beverages – Licenses for Supermarkets – Authorizes Class A beer and light wine license for use in a supermarket.
- 4. PG 401-20** Prince George’s County – Authority to Impose Fees for Use of Disposable Bags – Authorizes the County to impose a fee on retail establishments for the use of disposable bags. **Bill did not receive a favorable vote by the Delegation.**
- 5. HB 5 (SB 161)** Crimes – Hate Crimes – Use of an Item or a Symbol to Threaten or Intimidate - Prohibits a person from placing or inscribing an item or a

symbol, including an actual or depicted noose or swastika, whether temporary or permanent, on any real or person property, public or private, without the express permission of the owner or specific persons, with the intent to threaten or intimate any person or group of persons. Violators are guilty of a misdemeanor, punishable by imprisonment for up to three years and/or a \$5,000 fine. **House Bill was heard by the House Judiciary Committee on January 16, 2020. House Bill passed Third Reader (133-4), as amended and has been referred to the Senate Judicial Proceedings Committee. Senate Bill was heard by the Senate Judicial Proceedings Committee on January 29, 2020. Senate Bill passed Third Reader (45-0) and has been referred to the House Judiciary Committee. Bill is supported by MML. Strong likelihood of passage.**

6. **HB 8** Illegal Dumping and Litter Control Law – Yard Waste – Bill expands illegal dumping to include “yard waste” and imposes a mandatory misdemeanor penalty and fine for violation. **Bill was heard on Jan. 29, 2020, by the House Environment & Trans. Committee. MML is supporting this bill with an amendment. Moderate likelihood of passage.**
7. **HB 42 (SB 67)** Public Information Act - Applications for Inspection – Responses and Time Limits - Decreasing the time periods within which a custodian is required to grant or deny a certain application to inspect a public record and produce a public record in response to an approved application; altering the circumstances under which and the time period within which a custodian is required to indicate certain information in writing or by e-mail; decreasing from 10 to 5 working days. **House Bill was heard by the House Health & Government Operations Committee on February 11, 2020. Senate Bill will be heard by the Senate Education, Health and Environmental Affairs Committee on March 10, 2020. Bill is opposed by MML. Low likelihood of passage.**
8. **HB 52** Local Government – Lemonade Stands – Prohibition on Regulation by Local Law - Prohibiting a municipality, a county, or any other political subdivision from adopting or enforcing a local law prohibiting or regulating the sale of lemonade or other nonalcoholic beverages by individuals under the age of 18 from a stand on private property. **Bill was heard by the House Environ & Tran. Committee on Jan. 28, 2020.**
9. **HB 70** Vehicle Laws – Intersections – Prohibited Acts - Prohibiting a vehicle facing a circular green signal, a green arrow signal, or a steady yellow signal from entering an intersection if the vehicle is unable to safely and completely proceed through the intersection. **Bill was heard by the House Environ & Trans. Committee on January 30, 2020. Bill passed Second Reader with amendments this week.**
10. **HB 78 (SB 172)** Bay Restoration Fund – Authorized Uses - This bill expands the criteria used to determine how to allocate funding from the Bay Restoration

Fund (BRF) Wastewater Account by including climate resiliency and flood control as issues for the Maryland Department of the Environment (MDE) to consider when determining the priority of funding for specified projects. The bill also adds “volume or quality control” to the types of stormwater control measures that a local government can receive BRF funding for if the local government has implemented a system of charges to fully fund a stormwater management program. The bill takes effect July 1, 2020. **House Bill was heard by the House Environ & Trans. Committee on January 29, 2020. House Bill is on Third Reader. Senate Bill was heard by Senate Education, Health & Environ. Affairs Committee on January 29, 2020. Senate Bill passed Third Reader (45-0). Bill is supported by MML.**

11. **HB 125 (SB 148)** Board of Public Works – Land Acquisition – Requirements - This bill prohibits the Board of Public Works (BPW) from approving the acquisition of specified real property worth at least \$500,000 unless (1) BPW provides the Legislative Policy Committee (LPC) with specified information and (2) in some circumstances, a study is done regarding the ongoing fiscal effect of the acquisition on the State. The bill does not apply to specified acquisitions of (1) property for land preservation and conservation purposes, primarily by the Department of Natural Resources (DNR); (2) property at the Port of Baltimore or Baltimore/Washington International Thurgood Marshall Airport; or (3) federally owned military property. The bill takes effect June 1, 2020. **House Bill was heard by the House Health & Government Operations Committee on February 4, 2020. Senate Bill was heard by the Senate Education, Health and Environmental Affairs Committee on January 29, 2020. Bill is supported by MML and has a high likelihood of passage.**
12. **HB 127 (SB 287)** Maryland Arts and Culture Capital Grant Program - This bill establishes the Maryland Arts and Culture Capital Grant Program. The Maryland State Arts Council (MSAC) must administer the program and hire at least one full-time coordinator for the program. From fiscal 2022 through 2027, the Governor must appropriate \$10.0 million annually to the program. The council must award the total amount each year, split evenly between two types of eligible recipients, subject to specified requirements. The bill takes effect July 1, 2020. **House Bill was heard by the House Appropriations Comm on January 28, 2020. Senate Bill was heard by the Senate Budget & Taxation Committee on January 29, 2020. Bills are supported by MML.**
13. **HB 130 (SB 319)** Vehicle Laws – Move Over Safety Monitoring System – Authorization – Bill would authorize certain first responder vehicles, including police, fire and ambulance, to have video monitoring systems installed for the purpose of recording those vehicle operators who fail to move over on the approach of an emergency vehicle. **House Bill was heard by the House Environment & Trans. Committee on February 6, 2020. Senate Bill was heard by the Senate Judicial Proceedings Committee**

on February 6, 2020. Bills are supported by MML. High likelihood of passage.

- 14. HB 166** Criminal Procedure – Law Enforcement Procedures – Use of Force - This bill establishes circumstances under which a police officer is justified in using force and deadly force. It also establishes what a trier of fact must consider when assessing whether the police officer’s beliefs and actions were reasonable. **Bill will be heard by the House Judiciary Committee on March 3, 2020. Bill is opposed by MML.**
- 15. HB 185 (SB 223)** Commission on Tax Policy, Reform, and Fairness –This bill establishes the Commission on Tax Policy, Reform, and Fairness to be staffed by the Department of Legislative Services (DLS). The commission must report its preliminary findings and recommendations to the Governor and General Assembly by December 1, 2020, and its findings and recommendations to the Governor and General Assembly by December 1, 2021. The bill takes effect June 1, 2020, and terminates June 30, 2022. **House Bill was heard by the House Ways & Means Committee on February 4, 2020. Senate Bill was heard by the Senate Budget & Taxation Committee on January 29, 2020. Bill is supported by MML and has a high likelihood of passage.**
- 16. HB 209 (SB 313)** Plastics and Packaging Reduction Act – This bill prohibits a store from providing a customer with a “plastic carryout bag” and requires a store to charge, collect, and retain at least 10-cents for each “durable carryout bag” provided to a customer. The appropriate unit of county government must enforce these provisions, and the bill establishes a civil penalty for violations. The Maryland Department of Labor (MDL) must adopt implementing regulations. The bill also establishes the Single-Use Products Workgroup, staffed by the Maryland Department of the Environment (MDE); the workgroup must submit a report of its findings and recommendations to the Governor and the General Assembly by December 1, 2020. The bill’s provisions relating to the workgroup take effect July 1, 2020, and terminate June 30, 2021. The bill’s other provisions take effect July 1, 2021. **House Bill was heard by the House Environment and Transportation Committee on February 11, 2020. Senate Bill was heard by the Senate Finance Committee on February 20, 2020.**
- 17. HB 223** End Ineffective Business Subsidies Act of 2020 – This bill prohibits the Secretary of Commerce from designating or expanding certain enterprise zones and focus areas on or after June 1, 2020; provides for the termination of the One Maryland Economic Development Tax Credit Program on January 1, 2022; applies the Opportunity Zone Enhancement Program to taxable years 2019 through 2021; and prohibits the Department of Commerce from issuing tax credit certificates to certain investors in certain biotechnology companies on or after January 1, 2022. **Bill was heard by the House Ways & Means Committee on February 12, 2020. Bill is opposed by MML and is likely to fail.**

18. **HB 258 (PG 408-20)** Prince George’s County – State Highways – Toll Facilities – Prohibits a State agency, including the Maryland Transportation Authority, from acquiring or constructing any toll road, toll highway, or toll bridge in Prince Georges County unless authorized by Prince George’s County by local law. **Bill was heard by the House Environment & Trans. Committee on February 20, 2020.**
19. **HB 280 (SB 234)** Vehicle Laws - Suspension of Driver's License or Registration - Unpaid Citations or Judgments – This bill alters the requirements and procedures governing certain programs that authorize installment payments for certain motor vehicle traffic citations or judgment debts under certain circumstances; repeals the requirement that the Motor Vehicle Administration suspend a person's driver's license and vehicle registration for failure to pay a traffic citation or request a trial; and authorizes the Administration to initiate an action for a certain civil judgment for an unpaid traffic citation under certain circumstances. **House Bill was heard by the House Environment & Transportation Committee on February 19, 2020 (rescheduled from February 6, 2020). Senate Bill was heard by the Senate Judicial Proceedings Committee on February 4, 2020. Bill is opposed by MML and is likely to fail.**
20. **HB 292 (SB 229)** Toll Roads, Highways, and Bridges - County Government Consent Requirement – Expansion - This bill expands the requirement that a State agency receive the express consent of a majority of the affected Eastern Shore county governments before it constructs a toll road, toll highway, or toll bridge in those counties. Under the bill, this requirement is expanded to apply to all counties in the State (including Baltimore City) if they are affected by any such toll road, toll highway, or toll bridge. **House Bill was heard by the House Environment & Trans. Committee on February 13, 2020. Senate Bill hearing has been cancelled.**
21. **HB 299** Public-Private Partnership Projects - Real Property Acquisition – Prohibition - Prohibiting a State agency or its designee from acquiring residential real property for a public-private partnership project that includes the addition of toll lanes to I-495 or I-270. **Bill was heard by the House Environment & Trans. Committee on February 11, 2020.**
22. **HB 301** Public Safety – Task Force on Missing Persons - This bill establishes a Task Force on Missing Persons. The State agencies represented on the task force must provide staff for the task force. The task force must report its findings and recommendations to the Governor and the General Assembly by December 31, 2021. The bill takes effect July 1, 2020, and terminates June 30, 2022. **Bill was heard by the House Judiciary Committee on February 4, 2020. Bill is supported by MML and has a high chance of passage.**
23. **HB 351** Land Use and Vehicle Miles Traveled Workgroup - This bill establishes a Land Use and Vehicle Miles Traveled Workgroup to develop a State

strategy that identifies State and local land use policies, business incentives, and transportation policies, investments, and programs to reduce vehicle miles traveled (VMT) in the State and meet other related goals. The Department of Legislative Services (DLS) must provide staff for the workgroup. By December 15, 2020, the workgroup must report its interim findings and recommendations to the Governor and the General Assembly; its final findings and recommendations must be submitted by December 31, 2021. The bill takes effect July 1, 2020, and terminates June 30, 2022. **Bill was heard by the House Environment & Transportation Committee on February 12, 2020. Bill is supported by MML and has a high likelihood of passage.**

24. **HB 359 (SB 277)**

Clean Cars Act of 2020 – Extension, Funding and Reporting – This bill extends and alters, for certain fiscal years, the Electric Vehicle Recharging Equipment Rebate Program and vehicle excise tax credit for the purchase of certain electric vehicles; repeals the limitation on the maximum total purchase price of certain vehicles; requires the Maryland Zero Emission Electric Vehicle Infrastructure Council to issue certain reports on or before certain dates; and alters the amount required to be transferred each year from the Maryland Strategic Energy Investment Fund to the Transportation Trust Fund. **House Bill was heard by the House Environment and Transportation Committee on February 13, 2020. Senate Bill was heard by the Senate Finance Committee on February 11, 2020.**

25. **HB 368 (SB 424)**

Maryland Transit Administration - Funding (Transit Safety and Investment Act) - This bill alters and extends (by five years) provisions of the Maryland Metro/Transit Funding Act (Chapters 351 and 352 of 2018) that require increased operating and capital spending for the Maryland Transit Administration (MTA). For fiscal 2023 through 2027, the appropriation for MTA's operating expenses may not be less than the fiscal 2022 appropriation. For fiscal 2022 through 2027, the Governor must include in the State budget an appropriation from the Transportation Trust Fund (TTF) of at least \$500 million for MTA's capital needs. The bill takes effect June 1, 2020. **House Bill was heard by the House Appropriations Committee on February 4, 2020. Senate Bill was heard by the Senate Budget & Taxation Committee on February 12, 2020.**

26. **HB 401 (SB 758)**

Public Information Act - Remote Access, Fee Complaints, Fee Waivers, and Inspection of Judicial Records (Open Government, Better Government Act) – This bill establishes the intent of the General Assembly that each official custodian adopt an internet use policy and other technological advances to expand remote access to public records and increase the transparency of government; requires the Public Information Act Compliance Board to receive, review, and resolve certain complaints alleging that a custodian unreasonably failed to waive a fee under certain circumstances; and alters the minimum fee charged under which the Board has authority to review a complaint. **House Bill was heard by the House Judiciary Committee on February 12, 2020.**

Senate Bill was heard by the Senate Judicial Proceedings Committee on February 18, 2020. Bill is opposed by MML and has a low likelihood of passage.

27. **HB 502 (SB 590)** Public Information Act – Revisions – This bill requires each official custodian to adopt a certain policy of proactive disclosure; requires each official custodian to publish annual reports online, to the extent practicable; requires the Public Information Act Compliance Board to receive, review, and resolve certain complaints from applicants and applicants' designated representatives; and requires the Board to receive and review complaints from any custodian alleging that an applicant's request or pattern of requests is frivolous or vexatious. **House Bill was heard by the House Health & Government Operations Committee on February 11, 2020. Senate Bill was heard by the Senate Education, Health and Environmental Affairs Committee on February 13, 2020. Bill is supported with amendments by MML. Bill has a moderate likelihood of passage.**
28. **HB 561 (SB 315)** Electric Industry – Community Choice Energy – This bill applies certain laws regarding net energy metering and community solar generating systems to customers served by a community choice aggregator; repeals a provision that prohibits a county or municipal corporation from acting as an aggregator under certain circumstances; and establishes a process by which, beginning on October 1, 2021, a county or municipal corporation or group of counties or municipal corporations may form or join a community choice aggregator. **House Bill was heard by the House Economic Matters Committee on February 13, 2020. Senate Bill will be heard by the Senate Finance Committee on February 25, 2020. Bill is supported by MML and has a high likelihood of passage.**
29. **HB 607 (SB 305)** Public Safety – Crisis Intervention Team Center of Excellence – This bill establishes the Crisis Intervention Team Center of Excellence in the Governor's Office of Crime Control and Prevention to provide technical support to local governments, law enforcement, public safety agencies, behavioral health agencies, and crisis service providers and develops and implements a crisis intervention model program; requires the Office to appoint certain coordinators to the Center; requires the Center to take certain actions; and requires annual reporting. **House Bill was heard by the House Judiciary Committee on February 18, 2020. Senate Bill was heard by the Senate Judicial Proceedings Committee on February 11, 2020. Bill is supported by MML and has a high likelihood of passage.**
30. **HB 709 (SB 490)** Human Services - Youth Services Bureaus – Funding – This bill repeals a requirement that the Department of Human Services identify eligible youth services bureaus and estimate the amount of State funds to allocate to each youth services bureau; requires State matching funds for a youth

services bureau to be paid directly to its private sponsor; requires the Governor to include at least \$1,800,000 in the annual budget bill for youth services bureaus; and provides for the allocation of the required funds. **House Bill was heard by the House Appropriations Committee on February 18, 2020. Senate Bill was heard by the Senate Budget & Taxation Committee on February 12, 2020.**

31. **HB 1034 (SB 835)** County and Municipal Street Lighting Investment Act – Bill authorizes a county or municipality, after giving 60 days written notice to the electric company and the Public Service Commission, to convert its street lighting service to a certain alternative-energy-only tariff, submit a request to acquire certain street lighting equipment from the electric company, and enter into an agreement to purchase electricity for a certain use from any available electricity supplier under certain circumstances. **House Bill will be heard by the House Economic Matters Committee on March 5, 2020. Senate Bill will be heard by the Senate Education, Health and Environmental Affairs Committee on March 4, 2020.**

32. **HB 1109 (SB 109)** Disabled Active Duty Service Members, Disabled Veterans, and Surviving Spouses - Exemption From Property Tax and Other Charges and Refunds - This bill exempts a dwelling house owned by a disabled active duty service member, disabled veteran, or surviving spouse from specified governmental charges. The bill requires the State, a county, or a municipality to pay property tax refunds to a disabled active duty service member, disabled veteran, or surviving spouse under specified circumstances. The State, a county, or a municipality must pay interest on the refund under specified circumstances. The bill takes effect June 1, 2020, and applies retroactively to taxable years beginning after June 30, 2015. **House Bill will be heard by the House Ways and Means Committee on March 3, 2020. Senate Bill was heard by the Senate Budget and Taxation Committee on January 22, 2020.**

33. **HB 1155** Local Governments – Responsibility for Repairing or Replacing Sidewalks – Bill specifies that a county or municipality is responsible for repairing or replacing a sidewalk that becomes damaged as a result of a tree planted by the county or municipality; and prohibits a county or municipality from requiring a certain property owner to repair or replace, or contribute to the cost of repairing or replacing, a sidewalk that has become damaged as a result of a tree planted by the county or municipality. **Bill will be heard by the House Environment and Transportation Committee on March 3, 2020.**

34. **HB 1394 (SB 982)** Highway User Revenues - Revenue and Distribution – This bill repeals an exclusion of certain motor fuel tax revenue from distribution as highway user revenues to the Gasoline and Motor Vehicle Revenue Account; repeals an exception for highway user revenues to the requirement that supermajorities of the General Assembly approve transfers from the Transportation Trust Fund; and alters the amounts of capital grants calculated based on highway user revenues that are

required to be appropriated to Baltimore City, counties, and municipalities in certain fiscal years. **House Bill will be heard by the House Environment and Transportation Committee on March 5, 2020. Senate Bill will be heard by the Senate Budget and Taxation Committee on March 4, 2020.**

35. **HB 1612 (SB 901)** State and Local Government – Participation in Federal Immigration - Bill provides officials with immunity from criminal and civil liability for refusing to provide information to the federal government or another state for federal immigration purposes. **Senate Bill will be heard by the Senate Judicial Proceedings Committee on February 26, 2020.**
36. **SB 03** Electronic Smoking Devices, Other Tobacco Products, and Cigarettes – Taxation and Regulation - Applying certain provisions of tax law regulating the sale, manufacture, distribution, possession, and use of cigarettes and other tobacco products to certain electronic smoking devices; altering the definition of "other tobacco products" to include certain consumable products and the components or parts of those products and to exclude certain other products. **Bill was heard by the Senate Budget & Taxation Committee on January 29, 2020.**
37. **SB 109 (HB 1109)** Disabled Active Duty Service Members, Disabled Veterans and Surviving Spouses – Exemption from Property Tax and Other Charges and Refunds - This bill exempts a dwelling house owned by a disabled active duty service member, disabled veteran, or surviving spouse from specified governmental charges. The bill requires the State, a county, or a municipality to pay property tax refunds to a disabled active duty service member, disabled veteran, or surviving spouse under specified circumstances. The State, a county, or a municipality must pay interest on the refund under specified circumstances. The bill takes effect June 1, 2020, and applies retroactively to taxable years beginning after June 30, 2015. **Senate Bill was heard by the Senate Budget & Taxation Committee on January 22, 2020. House Bill will be heard by the House Ways and Means Committee on March 3, 2020.**
38. **SB 128** Local Government Animal Control Facilities – Adoption Fee Waiver for Veterans (Pets for Vets Act of 2020) - This bill requires an animal control facility operated by a county or municipality to waive the adoption fee for a dog or cat adopted by a veteran who presents specified identification that notes the individual is a veteran. An animal control facility may limit the number of adoption fee waivers granted to an individual to one dog and one cat within a six-month period. **Bill was heard by the Senate Education, Health and Environ. Affairs Committee on January 29, 2020. Bill passed Third Reader (45-0). Bill referred to the House Environment and Transportation Committee.**
39. **SB 209 (HB 654)** Criminal Law – Unruly Social Gatherings – Civil Penalties – This bill prohibits a person responsible for a private premise from conducting,

causing, permitting, or aiding in the maintaining of any “unruly social gathering” on or in those premises. Violators are subject to the issuance of a civil citation and maximum penalties of \$500 (for a first violation) and \$1,000 (for a second or subsequent violation). A court may also order a violator to perform 20 hours of community service. Nothing in the bill prohibits a law enforcement officer from issuing a criminal citation or other civil citation under State or local law for violations arising out of the same circumstances. The bill may not be construed to preempt or prevail over any ordinance, resolution, law, or rule that is more stringent. **Senate Bill was heard by the Senate Judicial Proceedings Committee on January 29, 2020. Senate Bill received an Unfavorable Report. House Bill was heard by the House Judiciary Committee on February 18, 2020.**

40. SB 223 (HB 185)

Commission on Tax Policy, Reform and Fairness – This bill establishes the Commission on Tax Policy, Reform, and Fairness to be staffed by the Department of Legislative Services (DLS). The commission must report its preliminary findings and recommendations to the Governor and General Assembly by December 1, 2020, and its findings and recommendations to the Governor and General Assembly by December 1, 2021. The bill takes effect June 1, 2020, and terminates June 30, 2022. **Senate bill was heard by the Senate Budget & Taxation Committee on January 29, 2020. House bill was heard by the House Ways & Means Committee on February 4, 2020.**

41. SB 253 (HB 715)

State Finance and Procurement - Prohibited Appropriations - Magnetic Levitation Transportation System –This bill prohibits the State (or any unit or instrumentality of the State) from using any appropriation for a magnetic levitation (Maglev) transportation system located or to be located in the State. The bill also prohibits a public or private entity that receives money from the State from authorizing a permit or giving any other form of approval for a Maglev system. Finally, the bill prohibits a proposal for a Maglev system from including the use of any Amtrak or CSX Transportation right-of-way. The bill takes effect June 1, 2020. **Senate Bill was heard by the Senate Budget & Taxation Committee on February 5, 2020. House Bill will be heard by the House Appropriations Committee on February 25, 2020. The hearing scheduled for the House Environment and Transportation Committee on February 21, 2020, has been cancelled.**