



TUESDAY, MAY 5, 2020
CITY OF COLLEGE PARK

VIRTUAL MEETING

Please check meeting notice and City calendar for participant information

WORKSESSION AGENDA
7:30 P.M.

COLLEGE PARK MISSION STATEMENT

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

Time		Item	Staff/Council
7:30		Call To Order	
		City Manager's Report	
		Amendments To And Approval Of The Agenda	
Discussion Items			
7:45	1	PPSD for The Standard (Landmark developer) student housing project on Hartwick Road) (30)	Terry Schum, Director of Planning
8:15	2	Discussion of potential emergency assistance to local businesses due to the impacts of the COVID-19 Pandemic (45)	Scott Somers, City Manager
9:00	3	Update and direction on the 2020-2025 Strategic Plan (30)	Scott Somers, City Manager
9:30	4	College Park Metro Apartments/Atworth (Gilbane) request for amendment to PILOT provision and to grant a revitalization tax credit (20)	Suellen Ferguson, City Attorney
9:50	5	Authorize the Mayor to sign a letter on behalf of the City urging federal officials to take actions to address a potential census undercount in university communities <i>Possible Special Session (20-G-88)</i>	Mayor Wojahn

9:55	6	Appointments to the Board of the College Park City-University Partnership	Mayor and Council
10:00	7	Requests for/Status of Future Agenda Items	Mayor and Council
10:05	8	Mayor and Councilmember Comments	Mayor and Council
10:10	9	City Manager's Comments	Scott Somers, City Manager
		ADJOURN	

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

1

PPSD

The Standard
(Landmark developer)
student housing project
on Hartwick Rd.



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

Prepared By: Miriam Bader, Senior Planner

Meeting Date: May 5, 2020

Presented By: Miriam Bader

Proposed Consent Agenda: No

Originating Department: Planning, Community and Economic Development

Issue Before Council: Preliminary Plan of Subdivision 4-19047 for The Standard at College Park

Strategic Plan Goal: Goal # 3 – High Quality Development and Reinvestment

Background/Justification: The Applicant (The Standard at College Park, LLC) is requesting Preliminary Plan of Subdivision (PPS) review for property located at 4321 Hartwick Road, 450 feet east of the intersection of Guilford Drive and Hartwick Road. The purpose of the subdivision is to create a legal parcel for the development of a mixed-use building containing 282 units/951 beds for student housing and 6,671 square feet of retail space. The subject site currently contains approximately 12,119 square feet of office space and surface parking. The proposed parcel contains 1.845 acres including 0.67 acres of floodplain. As part of the application, the Applicant is requesting approval of proposed impacts to regulated environmental features and a variation to waive the Public Utility Easement requirement. The Planning Board is scheduled to hear the PPS on May 14th. The City staff report and recommendation is attached.

Fiscal Impact: There is no immediate fiscal impact of this subdivision application on the City, however, if approved, would allow for more intensive development of the site which will generate increased property taxes once constructed.

Council Options:

1. Recommend approval of PP 4-19047 with conditions per City Staff Report.
2. Recommend approval with different conditions.
3. Recommend disapproval.

Staff Recommendation:

#1

Recommended Motion: I move that the City Council recommend approval of Preliminary Plan of Subdivision 4-19047 with conditions as contained in the City Staff Report.

Attachments:

1. City Staff Report with Conditions
2. Preliminary Plan of Subdivision Submittal Link:
https://www.dropbox.com/sh/t1yi5lp48x4r5at/AApsmMvfBKU41aka_ZHkkTa?dl=0
3. M-NCPPC Technical Staff Report Link may be available May 1st:
[www.pgplanning.org/Planning Board/Agendas.htm](http://www.pgplanning.org/Planning_Board/Agendas.htm)

City Staff Review and Recommendation

Preliminary Plan of Subdivision 4-19047
The Standard at College Park, LLC
4321 Hartwick Road

Applicant's Proposal

This application is for a Preliminary Plan of Subdivision for property owned by Jemals Hartwick LTC Partnership. Currently, the site is improved with a 5-story, 12,119-square foot office building and surface parking lot with 180 spaces known as The Hartwick Building. The Applicant, The Standard at College Park, LLC, is a student housing developer from Athens, Georgia seeking to construct a 9-story mixed-use project consisting of 951 beds/282 units of student housing and 6,671 square feet of retail space. The proposed density is 185 dwelling units per acre and an FAR of 7.37. The property abuts existing student housing to the west, and the mixed-use Southern Gateway project (apartments and retail) to the east. A variation request has been submitted with the application to waive the Public Utility Easement requirement and a Detailed Site Plan (DSP) application was recently accepted for review.

The property is zoned Mixed-Use-Infill within the Development District Overlay Zone (M-U-I, DDOZ) and is subject to the Walkable Node University (WNU) standards of the Central US 1 Corridor Sector Plan and Sectional Map Amendment (the Sector Plan). A site development concept plan was submitted with this application showing the building footprint and access points. The property is in Aviation Policy Area (APA) 6, which imposes maximum height restrictions (no obstruction over 198-feet Above Mean Sea Level -AMSL) in order to safeguard the flight path of the local airport. Compliance will be reviewed at the time of DSP.

Comment: The proposed 9-story building is within the 10-story height limit of the WNU area in the Sector Plan. More detailed requirements will be reviewed at the time of DSP.

Access and Circulation

The property is bound by Hartwick Road to the north and Guilford Drive to the south, both public City streets. Vehicular site access to the parking garage is via Hartwick Road and a proposed new public access road along the eastern boundary of the site. Construction plans for this access road have been submitted by the adjoining property (Bozzuto) within right-of-way (ROW) they previously dedicated to the City and are currently being reviewed by the City Engineer. The Applicant also plans to use this new road to access loading and trash pick-up. Hartwick Road has a 60-foot wide right-of-way (generally). The preliminary plan references an additional 10-foot wide reservation for street right-of-way that was recorded in Plat Book 47 Folio 44 in 1963. The Applicant states that if the municipality does not accept the right-of-way via a deed within three years, it reverts back to the owner. The City is not requesting any additional right-of-way for Hartwick Road.

Comment: Bozzuto dedicated 25-feet of ROW to the City along the western edge of their Southern Gateway project intended to serve their property until such time as development to the west also dedicated similar ROW, and a street meeting City/County standards could be constructed. Bozzuto is proposing to construct a 20-foot wide roadway, 4-foot wide landscape strip and 5-foot wide sidewalk. The sidewalk falls outside of the ROW and is subject to a public access easement with the City. Due to site constraints, the subject Applicant is proposing to dedicate 7-9 feet of Right of Way and to rely on the 20-foot roadway being constructed by Bozzuto. This is not acceptable to the City Engineer and Public Works Director who will be responsible for maintaining the street. At a minimum, the roadway needs to be 24-feet wide and a landscape strip and sidewalk provided along the Applicant’s frontage. This can be accommodated through additional ROW dedication or a combination of dedication and public access easements.

Adequate Public Facilities

- Police Facilities - Police response time standards are met.
- Fire and Rescue - Personnel, equipment and response time is adequate.
- Schools – Low impact since the project is student apartments. None the less, this project is subject to a surcharge fee per dwelling unit to be paid to the Prince George’s County Department of Permitting, Inspections and Enforcement (DPIE) at the time of issuance of each building permit.
- Transportation - A Traffic Impact Analysis was prepared by the Applicant as required for subdivisions. Total Peak Hour Trip Generation rates are shown in the table below:

	AM Peak Total	PM Peak Total
Total Trip Generation for Subject Site	172	209

The report concluded that the project meets the Sector Plan requirements for Adequate Public Facilities which requires a corridor average of 1,600 Critical Lane Volume (CLV) or better at signalized intersections. The corridor average is less than 1,100 CLV. In addition, the unsignalized intersection of Guilford Drive and Hartwick Road/Rosburg Drive operates with less than 50 seconds of delay for all movements and therefore meets the adequacy requirements for an unsignalized intersection in Prince George’s County. All critical intersections will operate acceptably under total traffic in both peak hours.

Comment: The signalization of US 1 and Hartwick Road was a condition of approval of PPS 4-17021 for BA/WRPR College Park (Bozzuto) and that entity is currently designing these modifications. However, given that the signal is not yet installed, the subject site should receive the same condition as PPS 4-17021 (submit a traffic signal warrant study to SHA) just in case according to M-NCPPC staff. In addition, M-NCPPC staff is recommending a trip cap on the property of no more than 172 AM and 209 PM peak hour vehicle trips which City staff supports.

Pedestrian and Bicycle Adequacy

The site has existing sidewalks along its southern frontage of Guilford Drive (5-foot wide) and Hartwick Road (4-feet to 10-foot wide). The Applicant is proposing to remove the existing sidewalks and construct a 5-foot wide landscape strip and 6-foot wide sidewalk to match the development to the east.

Guilford Drive is an existing shared roadway and Hartwick is a planned shared roadway. According to County staff, the Applicant has updated their submission to include shared lane markings (sharrows) along Hartwick Road as well as crosswalks and bicycle racks.

Comment: According to County staff, the proposed development includes sidewalks along all frontages, continental style crosswalks, indoor and outdoor bicycle parking, shared lane markings along Hartwick Road and an indoor bicycle fix-it station. City staff will confirm these features are shown in the DSP submittal since they were not all shown on the Preliminary Plan City staff received. These proffered on-site facilities will contribute to meeting the pedestrian and bicycle adequacy findings as required.

Bicycle and Pedestrian Impact Statement (BPIS)

As part of the Preliminary Plan of Subdivision process, the Applicant must demonstrate conformance with Sec. 24-124.01 of the Prince George's County Code which requires the provision of adequate public pedestrian and bikeway facilities off-site. According to the scoping agreement, the Applicant is required to provide \$96,501.30 for improvements. The Applicant proposes providing an estimated \$87,875.00 in improvements by removing and replacing the existing 4-foot wide concrete sidewalk along the north side of Hartwick Road (approximately 475 linear feet) to be ADA compliant (width of at least 5-feet).

Comment: City staff recommends the proposed sidewalk be widened to 6-feet in order to be consistent with sidewalk to the west and proposed sidewalk on the south side of Hartwick Road.

Environmental

Preservation of Regulated Environmental Features/Primary Management Areas

The property contains 0.67 acres of floodplain, a Regulated Environmental Feature (REF), on the southern end of the site, comprising approximately 36% of the total property area. The floodplain runs through the site and is centered on an existing stream (tributary to Paint Branch) that runs from east to west within the median of Guilford Avenue.

Developing the site will require impacting the floodplain. The County Code (Sect. 24-130 (b) (5) requires REF's to be preserved and/or restored to the fullest extent possible. To accomplish this, the Code recommends utilizing a three-step process: avoid, minimize and mitigate. Since the floodplain basically bisects the site, it is not possible to avoid nor minimize the impacts. Therefore, the Applicant is proposing mitigation by elevating the southern side of the proposed building above the 100-year floodplain elevation with retaining walls allowing for compensatory storage of flooding on-site without increasing the floodplain elevation. These mitigation

measures have been reviewed and approved by the Department of Permits, Inspections and Enforcement as part of the Approved Floodplain Waiver number 201954, dated 12/13/19. The Planning Board will need to grant approval of the proposed impacts.

Comment: While the proposed development will impact Regulated Environmental Features, the entire site was previously cleared, graded and developed. Since the proposed redevelopment will require stormwater management and floodplain controls which will improve water quality over current conditions, staff supports the proposed impacts.

Erosion Control

The proposed site will utilize silt fences/super silt fence along the limits of disturbance as much as possible to protect local resources and to retain sediment from exiting the site onto Guilford Drive, Hartwick Road and adjacent properties.

Stormwater Management

Due to the building footprint, it will not be possible to provide at-grade micro-scale stormwater management. A Stormwater Management Concept plan was approved and issued on 3/18/20. The proposed structural stormwater management facility will incorporate a sand filter located within the proposed building to treat impervious areas from the proposed building rooftop.

Mandatory Dedication of Parkland

Sec. 24-134 of the Prince George's County Code requires conformance with mandatory dedication of parkland. Sec. 24-135 allows on-site recreational facilities to be substituted for parkland or fee in lieu, if approved by the Planning Board. The Applicant is proposing to meet or exceed this requirement by providing the following recreational amenities:

- Guilford Pocket Park including tables and benches
- Contemplative Courtyard including yoga lawn, café seating
- Study Courtyard with benches, alcoves and seating
- Active Courtyard including conversation lawn, booths and tables
- Study rooms on each floor of the building
- Main Clubhouse on 9th floor including study space, pool table, sauna, yoga room, fitness room and roof/deck amenities.
- Public accessible ground level parking along Guilford Drive

Comment: Department of Parks and Recreation staff have reviewed this proposal and determined that the provisions are equivalent or superior to those that would be provided under the provision of mandatory dedication of parkland. However, they are recommending, and City staff supports, a public use easement for the outdoor Guilford Pocket Park to allow the public to use it. The details of amenities and public use easement should be refined and submitted as part of Detailed Site Plan review.

Historic Preservation

Historic Preservation Section staff noted in a memo dated March 12, 2020, that “The existing building at 4321 Hartwick Road was built in 1965, designed by Edward Weihe & Associates and built by the Robert Silverman Company. The buildings and cultural landscapes of the Modern Movement from the mid-twentieth century are among the most under-appreciated and vulnerable aspects of Prince George’s County’s heritage. Since the 1980s, an increasing campaign of demolition and alteration has eroded the physical fabric of the County’s recent past with little consideration of its community importance, design significance, or role in a sustainable future. Identifying these properties and exploring their architectural and cultural significance is the first step to increasing awareness of their merits and fostering advocacy for their preservation.”

Comment: Historic Preservation Section staff is recommending and City staff supports a condition to document the existing building.

Variation Request

The Applicant is requesting a variation to waive the 10-foot wide public utility easement (PUE) requirement along all streets and roadways. Staff supports this variation since the site has previously been developed and Hartwick Road already has all the necessary utilities in the right-of-way.

RECOMMENDATION

City staff recommends approval of Preliminary Plan 4-19047 and the associated PUE variation request with the following conditions:

1. Prior to Final Plat of Subdivision:
 - a. Provide ROW dedication or a combination of dedication and public access easements to accommodate a 24-foot roadway, 4-foot landscape strip and 5-foot sidewalk along the eastern site boundary.
 - b. Provide a public use easement to allow public access to Guilford Pocket Park.
2. Prior to issuance of any demolition or grading permit, the applicant and the applicant’s heirs, successors, and/or assignees shall submit to the Historic Preservation Section a completed Maryland Inventory of Historic Property (MIHP) form for the standing structure located at 4321 Hartwick Road. The building shall be documented by a 36 CFR qualified architectural historian and the submitted documentation shall include a chain of title, floor plans, and representative interior and exterior photos of the buildings and grounds with a copy provided to the City of College Park.
3. Total development within the subject property shall be limited to uses that would generate no more than 172 AM and 209 PM peak-hour vehicle trips. Any development generating an impact greater than that identified herein above shall

require a new PPS, with a new determination of the adequacy of transportation facilities.

4. Prior to the approval of the first building permit within the subject property, the applicant shall submit an acceptable traffic signal warrant study to the Maryland State Highway Administration (SHA) for signalization at the intersection of US 1 and Hartwick Road, if required. The applicant should utilize a new 12-hour count and should analyze signal warrants under total future traffic as well as existing traffic at the direction of SHA. If a signal or other traffic control improvements are deemed warranted at that time, the applicant shall bond the signal with SHA prior to the release of any building permits within the subject property and install it at a time directed by SHA.
5. Prior to approval of the first building permit for the subject property, the applicant and the applicant's heirs, successors, and/or assignees shall demonstrate that the following adequate pedestrian and bikeway facilities, as designated below, in accordance with Section 24-124.01 of the Subdivision Regulations ("Required Off-Site Facilities"), have (a) full financial assurances, (b) been permitted for construction through the applicable operating agency's access permit process, and (c) an agreed-upon timetable for construction and completion with the appropriate agency:
 - a. 475 linear feet of six-foot-wide sidewalk along the north side of Hartwick Road across from the subject site.
6. Prior to the acceptance of any detailed site plan, the applicant shall provide an exhibit that illustrates the location, limits, specifications, and details of the Required Off-Site Facilities necessary to meet pedestrian and bicyclist adequacy, consistent with Section 24-124.01(f) and provide a copy to the City for review and approval.
7. At the time of DSP submission, that Applicant shall give consideration to the following:
 - a. Provide a sidewalk along the western boundary of the site to connect between Hartwick Road and Guilford Road.
8. Prior to Planning Board approval of the Detailed Site Plan, execute a Declaration of Covenants Agreement with the City that includes, at a minimum, the following provisions:
 - 1) PILOT to City if the property is sold to a non-profit or UMD.
 - 2) Acknowledgement of responsibility for maintenance of pedestrian light fixtures, landscaping, and sidewalks.
 - 3) Public access easements to the City of College Park for the pocket park and any sidewalk not in City right-of-way.
 - 4) Provision of a public art feature which can be matched by City funds (up to \$15,000).
 - 5) LEED Silver or equivalent certification process.

2

Discussion Potential Emergency Assistance to Local Businesses due to COVID-19



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

Prepared By: Scott Somers
City Manager

Meeting Date: May 5, 2020

Presented By: Scott Somers
City Manager

Proposed Consent Agenda: NA

Originating Department: City Manager's Office

Issue Before Council: Follow up discussion concerning economic assistance for local businesses impacted by COVID-19

Strategic Plan Goal: Goal 3: High Quality Development and Reinvestment and Goal 5: Effective Leadership

Background/Justification:

During the April 7, 2020 City Council Special Session, the City Council discussed options for providing emergency assistance to Meals-On-Wheels and the College Park Community Food Bank, and other potential assistance to local businesses (please see attached staff report). At that meeting, Council authorized emergency funding in the amount of \$12,000 each for Meals-On-Wheels and the College Park Food Bank and directed staff to issue the funds immediately. In addition, Council expressed interest in further exploring several economic assistance measures designed to assist local businesses during this difficult time. In particular, Council asked staff to conduct additional research concerning: 1) extending the payment period for City business renewal licenses; and 2) delaying payment of City business personal property tax for businesses with fewer than 50 employees or forgiving a certain amount of tax due.

In addition to providing information on these two items, staff offers the following business economic assistance programs for further discussion and consideration. This is not an exhaustive list. Staff continues to explore other programs and options, including those being implemented in other communities.

1. Extend the payment period for City business renewal licenses.

Non-Residential Occupancy Permits (NROP) are due throughout the year. Staff recommends the Council discuss either delaying or foregoing, for 6 months to 1 year, NROP fees for non-residential commercial establishments and hotels/motels. The City issues approximately 464 commercial permits at \$124 per unit with an approximate annual revenue of \$57,000; and 1468 hotel/motel permits at \$41 per unit with an approximate annual revenue of \$60,000.

2. Delaying payment of City business personal property tax for businesses with fewer than 50 employees or forgiving a certain amount of tax due.

The City receives approximately \$1 million annually in personal property tax revenue. To date, approximately 80% of College Park businesses have remitted their owed tax for FY2020. City staff work with businesses regularly to extend payments by 5 days or longer if necessary. City staff does not recommend foregoing businesses taxes at this time due to the high amount of revenue and fairness since most have already paid. The City could waive late fee interest on a case by case basis and will work with any businesses on city tax issues.

3. Identify existing Federal, State, and County business incentive programs where City assistance could be beneficial by filling a gap.

Staff has spoken with numerous local businesses about their current challenges. Many said they aren't receiving aid in a timely manner or they do not qualify for assistance. For example, the County is requiring a 2018 tax return to qualify. However, many businesses are new and therefore do not qualify. Immediate funds, marketing and promotion were cited as most immediate need. As a potential solution, the City may be able to modify existing City economic development programs to help provide for quicker funding. Attached is an update on Federal, State, and County programs.

4. Business Assistance and Façade improvement Program can be modified.

Please see Draft Amended Business Assistance and Façade Improvement Grant Program for discussion and consideration.

5. Local Business Certificate program could be created.

Please see Draft College Park Business Certificate Program for discussion and consideration.

The City of Middleburg, VA recently developed a program that was highlighted in the Washington Business Journal. Middleburg has 800 residents and 14 restaurants. Middleburg spent \$140,000 by providing each restaurant with \$10,000 in exchange for 500 \$20 vouches which they then distributed to residents starting with those in lower income brackets. College Park has over 32,000 residents and 85 restaurants, approximately 68 of which are currently operating. If College Park were to develop a similar program, it would cost the City \$850,000. That said, the concept is worth discussing and exploring. It doesn't however take into account non-restaurant businesses that are or will continue functioning.

Here's the link the Washington Business Journal article:

https://www.bizjournals.com/washington/news/2020/04/23/this-small-virginia-town-is-paying-people-to.html?ana=e_wash_bn_editorschoice_editorschoice&j=90505570&t=Breaking%20News&mkt_tok=eyJpIjoiTVdZNE9UQm1NVE01TnpReCIsInQiOiIwa1hVN0U3dlVzbGUyTkISQ0c5RVFwT01hY0VtSlk4MUdGUHZ3U2VsMXpqUjNtcVc5MG9UdkY4UnYxeStvVlFmSctURDZcL0JzYWwxbW0wbXFMQIRCakREbzVNY0xYREpEemJlNnlwUU45T1wvQnNJZk9BTko1UUZmOVhOUzUrdEtKn0%3D

6. Free parking in municipal garage, municipal controlled parking lots, and meter or pay station-controlled streets.

This has been rolled out and is expected to continue until the UMD fall semester begins.

7. Suspend sign or banner permits and regulations.

Many businesses have stated they could use assistance promoting their business.

8. Encourage landlords and property owners to delay or forego rental payments from their tenants, perhaps in exchange for City assistance.

A letter from the Mayor to landlords encouraging them to allow rental deferment.

9. Resource directory of essential businesses open.

City and CPCUP collaborating on updating directory.

10. City participating in CPCUP sub-group discussions on additional economic assistance programs.

Fiscal Impact:

The impact for FY20 and FY21 would depend on the direction Council takes. The City has a \$100,000 contingency in the FY20 budget and may realize some savings in training and travel due to the crisis. Funds appropriated for current programs and unused salary could be moved to fund a new program.

The FY 21 Budget Ordinance proposed to increase annual contingency by \$150,000, bringing the total amount in FY 21 to \$250,000 which may be used for economic assistance programming.

As discussed during the April 28, 2020 Council meeting, the FY 20 budget is expecting approximately \$1 million less in revenue than anticipated and approximately \$1 million less in FY 21 than originally anticipated.

Council Options:

1. Direct staff to proceed with implementation of specific actions identified above.
2. Direct staff to provide additional information about specific actions above.
3. Direct staff to provide additional information regarding other actions to assist businesses.
4. Take no action at this time.

Staff Recommendation:

Staff believes that the Council can take certain actions to assist in this very difficult period and will work with Council to support effective and appropriate assistance with the recognition that the City is not able to address many of the impacts.

Recommended Motion:

N/A

Attachments:

April 7, 2020 Staff Report regarding Economic Assistance
Update on Existing Relief Programs
Draft Amended Business Assistance and Façade Improvement Grant Program
Draft College Park Business Certificate Program



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

Prepared By: Bill Gardiner
Assistant City Manager

Meeting Date: April 7, 2020

Presented By: Scott Somers
City Manager

Proposed Consent Agenda: No

Originating Department: Planning, Community, and Economic Development

Issue Before Council: Discussion of emergency and short-term assistance for residents and businesses impacted by COVID-19 Coronavirus

Strategic Plan Goal: Effective Leadership

Background/Justification:

The COVID-19 pandemic has caused enormous challenges for businesses and residents in the City of College Park. In order to protect public health and safety, the Governor has ordered businesses to close and people to stay at home except for essential services. The University of Maryland campus is closed. Many College Park business owners, employees, and residents have been severely impacted by this unprecedented crisis, and it is not at all clear when the economy will improve. The federal, state, and local governments have or are establishing programs to assist people get through this situation.

The Mayor and Council may consider some of the following actions to provide assistance and relief now and through the end of 2020.

1. Immediate Assistance

- A. Direct grants to City-based non-profit organizations such as Meals on Wheels and the College Park Food Bank that provide direct assistance to residents in need. The grants could be tied to purchases from businesses located in the City and used for residents.
- B. Extended payment period for City business renewal licenses.
- C. Small matching grants to businesses to be used to expand the business' capacity for online business, delivery, creation of a website to accept gift cards or other processes that enable the business to continue operations during the crisis (cap individual grant at \$2,000 and total outlay at \$50,000; program could be expanded after review).
- D. Cash cards to residents for use at open local businesses during the shutdown. This might incentivize residents to go to them. A card could be worth \$25.00 and 200 could be distributed at a cost of \$5,000. (Not sure about the logistics of implementing something like this.)

2. Short-term Relief Programs

- A. Delay in payment of City business personal property tax for businesses with fewer than 50 employees or forgiveness of first \$xxxx of tax due.
- B. Explore a piggyback on existing State or County programs that provide funding for emergency residential repairs. The City's participation would be an added benefit.
- C. Amend existing City programs for businesses and residential properties (chainlink fence removal; Homeowners Grant; Public Art; Business Assistance & façade) so the criteria and permitted uses are more flexible for current needs.

3. Small Business Recovery Program

- A. Using existing City programs as a template, create a \$300,000 fund to assist existing small businesses in College Park emerge from the economic downturn. The City would establish a cap on how much could be available for any one business. The funds could be provided as a loan, grant, loan guarantee, or in a different form in order to assist the business emerge from the economic downturn. It would be expected that the City assistance is part of a larger package involved a private lender or new equity, and state, federal, or county business assistance. It would be required that an applicant shows proof of application for Federal and State programs available. The program would be separate from any programs designed to assist or attract new businesses to College Park.

Fiscal Impact:

The impact for FY20 and FY21 would depend on the direction Council takes. The City has a \$100,000 contingency in the FY20 budget and may realize some savings in training and travel due to the crisis. Funds appropriated for current programs and unused salary could be moved to fund a new program.

Council should be aware that current revenue estimates for both FY20 and FY21 may need to be revised down due to the crisis.

Council Options:

- 1. Direct staff to proceed with implementation of specific actions identified above.
- 2. Direct staff to provide additional information about specific actions above.
- 3. Direct staff to provide additional information regarding other actions to assist residents and businesses.
- 4. Take no action at this time.

Staff Recommendation:

Staff believes that the Council can take certain actions to assist in this very difficult period and will work with Council to support effective and appropriate assistance with the recognition that the City is not able to address many of the impacts.

Recommended Motion:

N/A

Attachments:

Update on Existing Relief Programs

Name	Level	Closing Date	Notes
Paycheck Protection Program (PPP)	Federal	6/30/20	Link . Loan made through bank provided as an incentive to keep employees on payroll. SBA will forgive loans if all employees are kept on the payroll for eight weeks and the money is used for payroll, rent, mortgage interest, or utilities.
Economic Injury Disaster Loan	Federal	N/A	Link . This loan advance will provide up to \$10,000 of economic relief to businesses that are currently experiencing temporary difficulties. This program has not rolled out smoothly and most businesses have received nothing. CURRENTLY LACKS FUNDING
Employee Retention Tax Credit	Federal	N/A	Link . Refundable tax credit against certain employment taxes equal to 50 percent of the qualified wages an eligible employer pays to employees after March 12, 2020, and before January 1, 2021
Main Street Lending Program	Federal	9/30/20	Link . Program intended to facilitate lending to small and medium sized businesses by Eligible Lenders (banks).
SBA Daily Calls and Webinars	Federal	N/A	The SBA is conducting daily webinars and conference calls to help small business owners understand and apply for coronavirus relief programs. Calls and webinars are scheduled as follows: 3 p.m. – Daily Conference Call. 202-765-1264; ID # 827-299-626 5:30 p.m. – Daily Conference Call. 202-765-1264; ID # 310-688-488 10:30 a.m. and 8 p.m. – Zoom Webinar. Meeting # 6794772946. Have all your necessary documents ready
Small Business Emergency Relief Loan	State	4/6/20	No longer accepting applications
Small Business Emergency Relief Grant	State	4/6/20	No longer accepting applications
Work Sharing	State	N/A	Link . Alternative to layoffs, instead of laying off 25% of staff, they can cut all staff's hours by 25%. Staff can then collect 25% of UI benefits..
Emergency Relief Manufacturing Fund	State	4/21	No longer accepting applications

MD State Art Council Emergency Grant	State	5/1 & 5/15	Provides emergency funding to arts organizations and artists as they adjust to losses sustained because of programming, operations, and events that have been modified or canceled.
Prince George's Business Relief Fund	County	5/15/20	Link . Can be used to support cash operating expenses including payroll, suppliers, rent, fixed debt payments, and other business critical cash operating costs

Draft Amended Business Assistance and Façade Improvement Grant Program

Purpose

To modify the existing matching grant program to provide Covid-19 – related relief to local, independent businesses in order to help them to survive. The existing program offers matching grants up to \$15,000 for capital improvements. The current need of many businesses is for operating assistance to help replace lost income. There is approximately \$10,000 on hand in this fund and \$75,000 proposed for FY2021. An additional \$75,000 is available through a State grant awarded to supplement the City’s program. These funds can only be used for capital improvements but will allow match requirements to be waived.

Proposed Changes to Guidelines

- Allow City funds to be used for operating expenses such as rent or mortgage payments, payroll or utilities.
- Lower the maximum grant amount of City funds to \$2,500 for operating expenses and waive the match requirement.
- Use State funds for capital improvements according to existing guidelines but waive or lower the match requirement.
- Establish a short-term deadline for submission of applications and review and disburse funds quickly.
- Revise the rating and ranking process to prioritize businesses with fewer than 25 employees, a decrease in revenue of over 25%, and limited cash reserves. Businesses who are ineligible to apply for other assistance or who have applied and been rejected from other local, state and federal programs should also be given priority.

Funding

Existing City funds could assist 34 businesses at the proposed \$2,500 grant amount. If demand proves to be greater, additional funding might be considered. Local banks have not been approached but may be a potential partner to increase funding.

Draft College Park Business Certificate Program

Purpose

To distribute certificates to residents for use at local, independent businesses in the City. Businesses would redeem these with the City for currency. This would provide assistance to both residents and businesses.

Proposed Program Details

- Certificates printed by the City could be in various amounts (\$5 - \$100), depending on budget and anticipated need.
- Certificates could be distributed as follows:
 - Through the College Park Community Food Bank, Meals on Wheels or other non-profits.
 - Upon resident request via email with certificates mailed through regular mail. This would allow for tracking and help to avoid abuse.
 - Through local banks or credit unions who have identified residents in need.
- Eligible Businesses:
 - Must be local, independent businesses within the city limits who have agreed to participate.
 - Eligible businesses would be listed on the City's Covid-19 website.
- Potential Issues
 - Fraud
 - Unauthorized copies of the certificates – how would vendors verify?
 - Unequal distribution
 - Tracking mailings and other distribution methods would help
 - Sunset date for certificates would need to be established.
- Funding: Funds would need to be appropriated for this program. \$5,000 - \$10,000 is recommended depending on the value of the certificates.

Alternate Proposal

Another idea would be to work with businesses who offer gift cards (not all of our local, independent businesses do) and purchase cards from them directly for distribution to residents. The gift cards could be distributed based on need or on a first-come, first-served basis.

3

Update and Direction on the 2020-2025 Strategic Plan



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

Prepared By: Bill Gardiner
Assistant City Manager

Meeting Date: May 5, 2020

Presented By: Scott Somers
City Manager

Proposed Consent Agenda: No

Originating Department: Administration

Issue Before Council: Update and direction regarding the 2020-2025 Strategic Plan

Strategic Plan Goal: Effective Leadership

Background/Justification:

In February 2020 the City Council approved a contract with Performance Breakthroughs, Inc. (PBI) to facilitate an update of the City's strategic plan and performance measures. Staff have met with PBI regularly and had tentatively scheduled in March and April four community meetings to provide input for the plan. The two-hour meetings were to be held in different locations in the City and staff expected about 20 to 30 residents would participate at each meeting. The original schedule anticipated that the draft plan would be completed in June.

Due to COVID-19 we have re-scheduled the community meetings for June. Although the strong preference is for face-to-face meetings, the situation will likely require these meetings to be held virtually. Staff would like to discuss with Council the proposed schedule, outreach, and format to ensure the meetings are attended by a diversity of residents reflective of the City population.

The PBI and staff proposal is to hold three virtual one-hour community input sessions with 6 to 8 attendees per session on Saturday, June 6th; Saturday, June 20th; and Saturday, June 27th (up to about 75 people total for all nine sessions). The meetings would be virtual with staff assisting PBI to host, facilitate, and record the meetings. The meetings may be electronically recorded to facilitate note taking. Each session would be limited to eight residents in order to encourage participation and discussion.

Staff would like Council's assistance in identifying residents who represent diverse and various socio-economic groups in the City but who may not normally participate in a strategic planning session. We may need to identify and address technology barriers to participation. Participants for each of the sessions would be required to complete a simple registration form (this will significantly help with communication and minimizing connection issues) and would be asked to anonymously provide some demographic information so we know if we have participation reflective of the City's population. PBI and staff have provided a draft list of questions (attached) that will be discussed during the input sessions and invite your review and comments on the list.

Two stakeholder sessions are also planned after the community input sessions. These stakeholder sessions could be adjusted based on the participation and feedback gained from the community sessions. Additionally, staff recommends including a brief online survey similar to the session questions for residents to complete if they are unable to participate in the virtual meetings.

Fiscal Impact: The cost of the strategic plan update has been included in the FY20 budget. Since PBI will need to analyze 9 community meetings instead of 4, they are requesting an additional \$1,400 to cover the additional 7 hours of anticipated work.

Council Options:

1. Support the additional \$1,400 request for additional work and direct staff to proceed as outlined above and once the outreach materials and plan is finalized work with staff to assist obtaining broad participation in the community sessions.
2. Modify the approach outlined above.
3. Delay the community sessions until face-to-face meetings are possible.

Staff Recommendation: #1**Recommended Motion:** Not applicable**Attachments:** Draft Questions for College Park Public Resident Focus Groups

Draft Questions for College Park Public Resident Focus Groups

Current

1. What is most important to keep as part of the City of College Park?
2. What is most important to keep as part of your neighborhood?
3. What are the reasons you go to other towns/cities to acquire something that College Park doesn't have?

Future

1. In 3-5 years, what is your vision for the City of College Park? Your Ideal College Park?
2. In 3-5 years, what do you want to see more of in College Park?
3. In 3-5 years, what should College Park be spending fewer resources on?
4. In 3-5 years, what should College Park be spending more resources on?
5. In 3-5 years, what do you feel the College Park City government would look like?
 1. In 3-5 years, what does [*fill in from below*] in the City look like to you compared to now?
 - Transportation
 - Public Safety
 - Housing
 - Preserving Our Environment
 - Our sense of Community
 - Interaction with the University & students
 - Interaction between the City and residents
6. What would you need to have in College Park that would make you want to reside permanently?
7. What would you be willing to give up ... to have the new aspects you want?

4

College Park Metro
Apartments/Atworth
(Gilbane) request for
amendment to
PILOT provision and
to grant a
revitalization tax
credit



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

Prepared By: Suellen M. Ferguson
City Attorney

Meeting Date: May 5, 2020

Presented By: Scott Somers, City Manager
Suellen M. Ferguson, City Attorney

Originating Department: Administration

Issue Before Council: Whether to approve a change in practice with respect to PILOT provisions in the City's Declaration of Covenants and to grant a revitalization tax credit

Strategic Plan Goal: Goal 3: High Quality Development and Reinvestment

Background/Justification:

GD CP Metro, LLC (Gilbane), is the developer of College Park Metro Apartments/Atworth, which will be built on land owned by WMATA. Gilbane will be entering into a long-term ground lease with WMATA. Gilbane previously requested the support of the City for its Preliminary Plan of Subdivision and Detailed Site Plan for a multi-family development, which have since been approved. At the time of the request for support, standard language for a Declaration of Covenants was proposed by City staff. The standard language included a PILOT provision. The PILOT provision guarantees that the equivalent of annual City real estate taxes would be payable by Gilbane, or its successors, if the ground lease was sold by Gilbane to a non-taxable entity. The intent of the PILOT is that the City not be deprived of tax income regardless of the tax status of any owner. Gilbane declined to sign an agreement that included this provision. Gilbane also requested a Level 1 revitalization tax credit (RTC) from the City. The Mayor and Council denied the revitalization tax credit, on the basis that the Project was not eligible because of Gilbane's refusal to accept the PILOT provision.

A solution to this issue has been proposed. Gilbane wishes to renew its request for a revitalization tax credit. Gilbane is willing to agree to a modified PILOT provision, which would allow it, and its successors, to be released from the PILOT obligation to pay the equivalent of annual City real estate taxes in the event the property is sold to a non-taxable entity, if Gilbane repays the revitalization tax credit it is requesting to the City. For the proposed amendment, see attached Declaration.

Fiscal Impact:

Any liability for reimbursing the City for loss of real estate taxes due to sale to a non-taxable entity is capped at the amount required to repay the Level 1 tax credit received under Chapter 175.

Council Options:

1. Authorize a change to the Declaration of Covenants language with respect to the PILOT provision to state that repayment to the City of any revitalization tax credit received by Gilbane would release Gilbane from the obligation to make a PILOT payment equivalent to annual City real estate taxes if it sells the property to a non-taxable entity; and authorize the revitalization tax credit
2. Amend the terms of the proposal
3. Do nothing.

Staff Recommendation:

The proposal suggests a solution to the issue that was raised with respect to the revitalization tax credit and the PILOT. This is a Mayor and Council change of practice determination.

Attachments:

Declaration of Covenants

DRAFT DECLARATION OF COVENANTS AND AGREEMENT

REGARDING LAND USE

THIS DECLARATION OF COVENANTS AND AGREEMENT REGARDING LAND USE (“Agreement”), is effective the ____ day of _____, 2020 by and between between GD CP Metro, LLC, a Delaware corporation (“Gilbane”) for itself and its successors and assigns, and the CITY OF COLLEGE PARK (the “City”), a municipal corporation of the State of Maryland.

WHEREAS, Gilbane will be the ground lessee of the property located at 7201 River Road, College Park, MD 20740, on the west side of River Road, immediately south of the College Park Metro Station, approximately 530 feet south of the intersection of River Road and Campus Drive (the “Property”), which is owned by the Washington Metropolitan Area Transit Authority (“WMATA”).

WHEREAS, Gilbane has proposed the construction of 451 market-rate rental units and 5,000 square feet of retail on the Property (the “Project”); and

WHEREAS, Gilbane has asked the City to recommend approval of Expedited Transit Overlay District Detailed Site Plan No. DSP-17007 (“DSP”) for the Project to the Prince George’s County Planning Board (“Planning Board”); and

WHEREAS, the City has agreed to make said recommendations conditioned upon and in consideration of certain conditions, some of which are included as conditions of the DSP, and the others are included in this Declaration of Covenants and other agreements with the City; and

WHEREAS, Gilbane for itself and its successors and assigns has agreed to the provisions of this Declaration of Covenants, which covenants are intended to run with the ground lease and may be specifically enforced by the City.

NOW, THEREFORE, in consideration of the \$1.00 and other consideration, the receipt and sufficiency of which is hereby acknowledged, GILBANE hereby declares and agrees on behalf of itself, its successors and assigns, that the Property shall be held, transferred, sold, leased, rented, hypothecated, encumbered, conveyed or otherwise occupied subject to the following covenants, conditions, restrictions, limitations and obligations which shall run with and bind the Properties or any part thereof and shall inure to the benefit and be specifically enforceable by the City, its successors and assigns as follows:

1. The recitals set forth above as well as the foregoing “NOW, THEREFORE,” are incorporated herein as operative provisions of this Agreement.
2. Reference to property with Memorandum of Lease liber and folio. To be completed.
3. In the event that the Property is developed and subsequently sold to any non-taxable entity, so that the Property is no longer subject to real property taxes, the entity(ies) purchasing the Property or any part thereof, and each of them (or any successors or assigns), shall be liable to make an annual payment in perpetuity to the City, in an amount each year equal to the annual City real property taxes that would be payable on the Property and any improvements for that tax year, based on assessed value, it being the intent of the parties that the City not be deprived of this income regardless of the tax status of any owner. The obligation contained in this paragraph shall run with the land. Anything to the contrary notwithstanding, the obligation of GILBANE and its successors and assigns, set forth in this paragraph, shall terminate:

- A. upon the sale of the Property to an arms-length third party purchaser at any time, provided the Properties are subject to City real property taxes immediately following such sale; or
- B. when any and all amounts received by GILBANE, its successors and assigns, as the result of a real property tax credit granted for the Properties under Chapter 175, "Taxation", Article IV, "Revitalization Tax Credit", of the City Code, are repaid in full to the City are repaid in full to the City within 30 days of any sale to an arms-length third party purchaser.

Further, the requirement set forth herein shall not apply in the event the entire Property is obtained by any non-taxable entity via the process of right-of-way dedication, eminent domain, condemnation or in the event that the ground lease is terminated or foreclosed by the Washington Metropolitan Area Transit Authority ("Land Owner"). If only a portion of the Property is acquired by a non-taxable entity by right-of-way dedication, eminent domain or condemnation the amount payable to the City under this paragraph shall be reduced proportionately by the ratio that the assessed value of the portion of the Property dedicated or conveyed bears to the assessed value of the Property as a whole. GILBANE shall notify the City in writing upon the closing of any sale to a third-party purchaser, or upon receipt of legal process instituting any action of eminent domain or condemnation.

4. Each person accepting a deed, lease or other instrument conveying any interest in the Property shall be bound by the terms of this Agreement whether or not the same is incorporated or referred to in such deed, lease or instrument and this Agreement is hereby incorporated by reference in any deed or other conveyance of all or any portion of each person's interest in any real property subject hereto.

5. This Agreement shall be effective immediately as to GILBANE and shall be binding on its heirs, successors and assigns subject to the terms and conditions hereof.

6. The City and GILBANE shall have the right to enforce, by any proceeding at law or in equity, including injunction, all restrictions, terms, conditions, covenants and agreements imposed upon the City, Property, and/or GILBANE, pursuant to the provisions of this Agreement. The parties agree that if the City or GILBANE should breach the terms of this Agreement, and such breach is not cured within thirty (30) days following written notice from either party detailing the nature of the breach, the aggrieved party would not have an adequate remedy at law and would be entitled to bring an action in equity for specific performance of the terms of this Agreement. The non-prevailing party in any action brought in a court of competent jurisdiction to enforce a provision of this Agreement and/or for violation of any provision of this Agreement shall reimburse the prevailing party for all reasonable costs of the proceeding including reasonable attorneys' fees.

7. Neither any failure nor any delay on the part of the City or GILBANE in exercising any right, power or remedy hereunder or under applicable law shall operate as a waiver thereof nor shall a single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or remedy.

8. This Agreement shall be binding upon, and shall inure to the benefit of, the respective transferees, successors and assigns of the parties hereto.

9. All notices given hereunder shall be in writing and shall be hand delivered, sent by United States Postal Service, as certified mail, return receipt requested, postage prepaid, or sent by recognized overnight courier service, addressed as set forth below. Any notice will be deemed to have been delivered at the time the same is actually received (or if receipt is refused, when first

attempted). Notices may be delivered to such other address or addresses as either GILBANE or the City may from time to time designate to the other by notice in writing.

a. If to GILBANE:

Robert Gilbane
Gilbane Development Company
1100 North Glebe Road, Suite 1000
Arlington, VA 22201

With a copy to:

Gilbane Development Company
General Counsel
7 Jackson Walkway
Providence, RI 02903

b. If to the City:

City Manager
City of College Park
8400 Baltimore Avenue
Suite 375
College Park, Maryland 20740

10. This Agreement may not be amended or modified except in writing executed by all parties hereto, and no waiver of any provision or consent hereunder shall be effective unless executed in writing by the waiving or consenting party. The provisions of this Agreement shall be deemed severable, so that if any provision hereof is declared invalid, all other provisions of this Agreement shall continue in full force and effect.

11. This Agreement shall be construed in accordance with and governed by the laws of the State of Maryland without regard to its conflict of laws provisions.

12. This Agreement shall be effective immediately as to GILBANE and the City, and shall be binding on their heirs, successors and assigns, subject to the terms and conditions hereof.

13. These obligations are subject to and contingent upon final approval of the aforesaid DSP (with such approval being beyond appeal). This Agreement shall be automatically considered null and void without further action in the event that the DSP is not approved. In the event the condition in the foregoing sentence is not satisfied then this Agreement shall automatically terminate and be of no further force or effect and neither party to this Agreement shall have any further obligation to the other with respect to this Agreement.

14. This Property shall be held, conveyed, encumbered, sold, leased, rented, used, and/or occupied subject to the terms and provisions of this Agreement, provided the Property is developed pursuant to the approvals set forth in the DSP, which shall run with the ground lease. Each person accepting a deed, lease or other instrument conveying any interest in the Property shall be bound by the terms of this Agreement whether or not the same is incorporated or referred to in such deed, lease or instrument and this Agreement is hereby incorporated by reference in any deed or other conveyance of all or any portion of each person's interest in any real property subject hereto.

15. In the event that any provision of this Agreement is in direct conflict with any provision mandated by any government agency with jurisdiction, to the extent that the provision in this Agreement is by necessity precluded, then that provision shall be null and void, provided, however, that the remainder of this Agreement shall remain in full force and effect.

16. The City shall generally support revisions of the PPS and DSP for so long as they are found by the City to be in substantial conformance with the development plans for the Property previously shown to and endorsed by the City, upon the satisfaction of the conditions precedent thereto in the PPS and DSP and this Agreement and related declarations and agreements.

[Signatures on the following pages.]

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year first above written.

WITNESS/ATTEST:

GILBANE DEVELOPMENT COMPANY

Name:

By: _____

STATE OF)

) ss:

COUNTY)

I HEREBY CERTIFY that on this ____ day of _____, 2020, before me, the subscriber, a Notary Public in the State and County aforesaid that _____ personally appeared before me in said jurisdiction, who, being by me first duly sworn, acknowledged said instrument to be the act and deed thereof, and that by virtue of the authority conferred upon him as Senior Vice President of Gilbane Development Company executed and delivered the same as such for the purposes therein contained by signing in my presence.

WITNESS my hand and official seal.

Notary Public

Name: _____

My Commission Expires:

Notary Registration No.:

WITNESS/ATTEST:

CITY OF COLLEGE PARK

5

Consideration of Letter to Congressional Delegation



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

AGENDA ITEM NUMBER: 20-G-88

Prepared By: Bill Gardiner
Assistant City Manager

Meeting Date: May 4, 2020

Presented By: Patrick Wojahn
Mayor

Consent Agenda: No

Originating Department: Mayor and Council

Action Requested: Authorize the Mayor to sign a letter on behalf of the City urging federal officials to take actions to address a potential census undercount in university communities

Strategic Plan Goal: Effective Leadership

Background / Justification:

The National League of Cities (NLC) has drafted a letter for cities to send to their Congressional delegation regarding the threat of an undercount in University communities. The letter is attached and can be sent electronically via the NLC website.

Fiscal Impact: None

Council Options:

1. Authorize the Mayor to sign and submit electronically the attached letter to federal representatives urging them to address the possible census undercount in university communities.
2. Amend the draft letter and authorize the Mayor to sign it.
3. Do not send a letter at this time.

Staff Recommendation: 1

Recommended Motion:

I move to authorize the Mayor to sign and submit electronically the attached letter to federal representatives urging them to address the possible census undercount in university communities.

Attachments: Sample NLC letter

Senator Cardin,

As America experiences the harsh economic consequences of COVID-19, university and college towns also face another significant consequence: a Census undercount that could impact community quality of life for the next decade. We ask for your support to maintain an accurate 2020 Census count and help these communities.

The COVID-19 pandemic has impacted the country in many ways, and university communities feel those impacts acutely: students are not allowed to return to their rooms, apartments, and homes, and many are falling behind on their rent to local landlords; small businesses throughout college towns are hurting; and academic, theatre, arts, sporting, and other events that bring visitors to these communities have been canceled. However, no economic costs may be greater to these towns than taking the Census count in the midst of this pandemic.

Census counts shape outcomes for communities for the next ten years – from federal grants to economic development prospects to housing and transportation planning to the makeup of Congressional Districts. Due to the unique circumstances of COVID-19, large numbers of these university communities' residents were absent on the day that matters the most, April 1, because many student-residents had moved out in March, when universities closed their campuses.

By doing what was best for residents' health, university communities now face a potential Census undercount with consequences that could last a decade. You can help us make sure that the 2020 Census is a correct count, not a COVID count, by supporting the following proposals:

1. Provide the Census Bureau direction to make essential and potentially unprecedented adjustments to their methods where COVID-19 has skewed accurate counts, especially in historically undercounted communities like university communities, and direct the Bureau to set up a working group to advise them on how to address the COVID-19 impact.
2. Provide an Emergency COVID-19 Accurate Census Count Fund in addition to existing Census resources to allow communities with substantial shifts in their count, such as university communities, to directly apply for funds to complete a recount or take additional outreach actions to reach an acceptable response rate while socially distanced, such as remote "Get Out the Count" activities.
3. Support the upcoming Senate companion of H.R.6467, the Coronavirus Community Relief Act, to provide local university communities a financial relief lifeline as they handle the tremendous loss of economic activity and strive to recover.

As we all navigate through this unprecedented time, your leadership and your support of America's college towns are even more important. We ask for the inclusion of these three items in the next COVID-19 recovery package being negotiated by Congress. We look forward to continuing to work together at all levels to provide essential services to our communities and rebuild our economic foundation as we recover!

Thank you,

6

Appointments to Board of College Park City-University Partnership



Eric Olson
Executive Director
eolson@collegeparkpartnership.org
240-416-3184

Valerie Woodall
Senior Program Associate
vwoodall@collegeparkpartnership.org
845-649-2477

Sarah Barreca
Assistant Program Associate
sbarreca@collegeparkpartnership.org
443-254-2977

Monday, April 27, 2020

Mayor Patrick Wojahn and City Council
City of College Park
8400 Baltimore Avenue Suite 375
College Park, MD 20740

Dear Mayor Patrick Wojahn and Council Members:

This letter is sent on behalf of the Board of Directors of the College Park City-University Partnership who, on April 15, 2020, voted to request your re-appointment of current Class B and C Directors whose terms are expiring. Specifically, the Board is requesting the following re-appointments:

Class B	Expiration of Term
Patrick Wojahn	6/30/2023
Stephen Brayman	6/30/2023

Class C	Expiration of Term
David Iannucci	6/30/2023

These appointments require Mayor and Council action, and our bylaws state that each member (City and University) act on nominations within 30 days of receipt.

Thank you for your continued support and partnership.

Sincerely,

Eric Olson
Executive Director
College Park City University Partnership

CC Carlo Colella, UMD VP: Administration and Finance
Janeen Miller, City Clerk
Scott Somers, City Manager

7

Requests for Status of Future Agenda Items



TO: Mayor, City Council, City Manager and Department Directors

FROM: Janeen S. Miller, City Clerk

DATE: April 29, 2020 (Staff Meeting)

RE: Future Agendas

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

TUESDAY, MAY 12, 2020 REGULAR MEETING

Proclamation: "Parks To Kids" Day on May 16 – Highlighting Family Resources from the National Park Trust

Public Hearing on the FY '21 Budget Ordinance and Constant Yield Tax Rate

Award of contract for consulting services for Building Code, permitting and enforcement feasibility study, subject to approval of the City Attorney – Bob Ryan, Director of Public Services

Proposed Consent: Discussion of the Cooperation Agreement for the Community Development Block Grant (CDBG) Urban County Qualification for Federal Fiscal Years (FFY) beginning July 1, 2020 and ending June 30, 2023 (30) - Terry Schum, Director of Planning

TUESDAY, MAY 19, 2020 WORKSESSION

Discussion of goals and purpose for City Events, and criteria for evaluating City Events – Scott Somers, City Manager (30)

Discussion of request by Michelle Johnson, Executive Director, College Park Housing Authority, to lease land adjacent to Attick Towers (Parcel 92) free-of-charge to expand the existing parking lot – Scott Somers, City Manager (30)

1:20

TUESDAY, MAY 26, 2020 REGULAR MEETING

FY '21 Budget Adoption

TUESDAY, JUNE 2, 2020 WORKSESSION

Review and discuss appointments to all City Boards and Committees

01-21-20: Proposed Charter amendment to provide alternate means of proving residency besides voter registration to satisfy the one-year residency requirement to run for office – Suellen Ferguson, City Attorney

Update on the Sustainability Plan – Bill Gardiner, Assistant City Manager

Roll-out/demo of the City's ClearGov website – Gary Fields, Director of Finance

TUESDAY, JUNE 9, 2020 REGULAR MEETING

11-20-19: (Consent) Update to the City Manager's contract

03-20-19: Award of contract for construction for Hollywood Dog Park – Scott Somers, City Manager

Appointments to all City Boards and Committees, effective July 1

TUESDAY, JULY 7, 2020 WORKSESSION

10-22-19: Discussion with VeoRide representatives – Terry Schum, Director of Planning (30)

Discussion of a policy/ordinance for City trails addressing eScooters and eBikes (20)) – Terry Schum, Director of Planning

Discussion of Government Alliance on Race and Equity (GARE) policy and project – Bill Gardiner, Assistant City Manager and Kiaisha Barber, Director of Youth, Family and Senior Services (30)

TUESDAY, JULY 14, 2020 REGULAR MEETING

ANNUAL ITEMS

January, early: Discussion of Homestead Tax Credit Rate (currently at 0%) (must certify by March 25 to change rate)

January, after an election: Review and adoption of Council Rules and Procedures

IFC/PHA Annual meeting with Council (when is best?)

March: Annual Review/Renewal of Insurance Contracts

March: Annual farmers market debrief (Council: is this still relevant?)

March: Annual Economic Development Report

April and September: Comments on the M-NCPPC budget

June Worksession: Review of applications for Boards and Committees

June Regular Meeting: Reappoint all Boards and Committees with an effective day of July 1

September 2020: Review of nuisance ordinance 19-O-13 adopted in September of 2019

October, first regular meeting: Proclamation for Indigenous Peoples' Day

Early Fall: Annual presentation from SHA on projects in the City (schedule prior to CTP discussion)

Fall: Annual police agency presentation

November, first regular meeting: Proclamation for Small Business Saturday

December: Approval of Annual Retreat agenda

MASTER LIST

2020 Quarterly Financial Presentations: ~~January 28, April 28,~~ August 11, November 10

01-23-19: Information Report: Actions taken to mitigate the discharge of sump pump water runoff – Steve Halpern, City Engineer

08-14-18: Discussion of City-wide parking (45)

Discussion of security at City buildings and cyber security – Scott Somers, City Manager

07-09-19: Input from staff and the Airport Authority about the GAO study on helicopters in the City and helicopter noise in the region (15)

10-01-19: Discussion of signing on to the principles of the Maryland Advocates for Sustainable Transportation – request of Mayor Wojahn

10-15-19: Greater utilization of APC to review projects that are coming to Council

Discussion of additional roadway connectivity between City neighborhoods - AND – Find options to reduce traffic on our major roadways (include Complete Streets) (40)
Terry Schum, Director of Planning; Steve Halpern, City Engineer; Robert Marsili, Director of Public Works

01-07-20: Award of contract for final design of Duvall Field – Terry Schum, Director of Planning

02-04-20: Follow up discussion on certain events held in the City (Veterans and Memorial Day events, MLK Tribute and Blues Festival)

Consideration of a Property Use Agreement and support for a liquor license transfer from Milkboy to “Crab and Turtle” – Bob Ryan, Director of Public Services (20)

OCTOBER: 01-29-20: Discussion of the decennial redistricting and of establishing a redistricting commission (standard census tabulation for voting districts will occur prior to general release and no later than April 1, 2021) – schedule for fall - DELAYED

04-03-20: Discussion about participation in the AARP Livable Communities program (Wojahn)

04-21-20: Follow-up discussion on a City Youth Advisory Committee – Kiaisha Barber, Director of Youth, Family and Senior Services

Review of proposal for a pilot program for a rebate to homeowners for installation of residential security camera systems - Bob Ryan, Director of Public Services (20)