



**APRIL 8, 2014**  
**CITY OF COLLEGE PARK**  
**COUNCIL CHAMBERS**

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

MEDITATION

PLEDGE OF ALLEGIANCE: Councilmember Hew

ROLL CALL

MINUTES: Special Session of March 18, 2014; Regular Meeting of March 25, 2014; Special Session of April 1, 2014

ANNOUNCEMENTS

ACKNOWLEDGMENT OF DIGNITARIES

ACKNOWLEDGMENT OF NEWLY APPOINTED BOARD AND COMMITTEE MEMBERS

AWARDS

PROCLAMATIONS

AMENDMENTS TO THE AGENDA

CITY MANAGER'S REPORT: Joe Nagro

STUDENT LIAISON'S REPORT: Catherine McGrath

COMMENTS FROM THE AUDIENCE ON NON-AGENDA ITEMS

**PRESENTATIONS:**

Recognition of Master's Graduate Interns for their year of service to City:  
Kristin Dusch, Deonte' Williams and Ania Zganiacz

Lakeland STARS and University of Maryland College Park Scholars  
Celebration of 18<sup>th</sup> Year of STARS Program

*(There will be a brief recess)*

## CONSENT AGENDA

14-G-42 Approval to fund the Market Master position for the Hollywood Farmers Market and marketing/advertising expenses up to \$1,500 with FY '14 funds through June 30, 2014.

Motion by:  
To: Approve  
Second:  
Aye:  
Nay:  
Other:

## ACTION ITEMS

14-G-43 Award of contracts for FY '15 employee health, liability, workers compensation, and dental insurances.

Motion by: Stulich  
To:  
Second:  
Aye: \_\_\_ Nay: \_\_\_  
Other: \_\_\_\_\_

14-O-01 An Emergency Ordinance Of The Mayor And Council Of The City Of College Park Amending The Franchise Agreement With Comcast Of Maryland, Inc.

Motion by: Dennis  
To:  
Second:  
Aye: \_\_\_ Nay: \_\_\_  
Other: \_\_\_\_\_

14-R-07 A Resolution Of The Mayor And Council Of The City Of College Park To Establish The College Park Aging-In-Place Task Force.

Motion by: Mitchell  
To:  
Second:  
Aye: \_\_\_ Nay: \_\_\_  
Other: \_\_\_\_\_

14-G-44 Appointments to Boards and Committees

Motion by:  
To:  
Second:  
Aye: \_\_\_ Nay: \_\_\_  
Other: \_\_\_\_\_

COUNCIL COMMENTS

COMMENTS FROM THE AUDIENCE

ADJOURN

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## INFORMATION/STATUS REPORTS FOR COUNCIL REVIEW

1. Update to the FY '14 Action Plan – Bill Gardiner, Assistant City Manager
2. Legislative Update – Bill Gardiner, Assistant City Manager

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

# MINUTES

**MINUTES**  
**Special Session of the College Park City Council**  
**Council Chambers**  
**Tuesday, March 18, 2014**

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

**ABSENT:** None.

**ALSO PRESENT:** Joseph Nagro, City Manager; Bill Gardiner, Assistant City Manager; Janeen Miller, City Clerk; Suellen Ferguson, City Attorney.

During a regularly scheduled Worksession of the College Park City Council, a motion was made by Councilmember Wojahn and seconded by Councilmember Brennan to enter into a Special Session to act on a legislative matter that is time sensitive. The motion passed 8 – 0 – 0 and the Council entered into a Special Session at 10:33 p.m. The possibility of the Special Session was listed on the Worksession agenda.

**ACTION ITEMS**

**14-G-36 Support for HB 1265 – Fairness for All Marylanders Act of 2014**

**A motion was made by Councilmember Wojahn and seconded by Councilmember Mitchell to send a letter in support of HB 1265 – Fairness for All Marylanders Act of 2014.**

**Comments from the audience:**

**Janeen Miller, 14 Lakeside Drive, Greenbelt MD:** She has a personal interest in this bill and feels it is only right that a college student who is graduating from college and going out to seek employment and housing have the same protections as anyone else would have. She urged Council's support.

Councilmember Wojahn said the bill prohibits discrimination based on gender identity in matters of housing and employment. He cited statistics of discrimination and harassment.

Councilmember Kabir forwarded comments he received from residents. In principle he supports the non-discrimination aspect for employment and housing; however, he shares some concerns he heard during the senate debate specific to public facilities – bathrooms and locker rooms – that are currently gender specific for privacy reasons. Crimes could happen in the bathroom if a transgendered person uses the restroom of the opposite gender. He would be more comfortable supporting this bill if it had language specifically excluding public facilities.

Councilmember Brennan said this bill has nothing to do with bathrooms and to suggest that it does is baseless and borders on fear mongering. This is about housing and equal employment. People sometimes find seemingly legitimate issues to mask their prejudices. When we insert those baseless assertions into legislation it harms those individuals in our community.

Councilmember Wojahn does not understand Councilmember Kabir's suggested amendment because this bill does not do that. This is a simple matter of treating people with respect.

Councilmember Kabir said he does not want to open up something that might have a negative impact on our families or make them uncomfortable.

Councilmember Mitchell called the question.

**The motion passed 7 – 1 – 0 (Kabir opposed).**

**ADJOURN:**

**A motion was made by Councilmember Mitchell and seconded by Councilmember Day to adjourn the Special Session. With a vote of 8 – 0 – 0, Mayor Fellows adjourned the Special Session at 10:50 p.m.**

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Janeen S. Miller, CMC  
City Clerk

Date  
Approved

**MINUTES**  
**Regular Meeting of the College Park City Council**  
**Tuesday, March 25, 2014**  
**7:30 p.m. – 8:07 p.m.**

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

**ABSENT:** Councilmember Stulich.

**ALSO PRESENT:** Joe Nagro, City Manager; Janeen Miller, City Clerk; Bill Gardiner, Assistant City Manager; Suellen Ferguson, City Attorney; Terry Schum, Director of Planning; Michael Stiefvater, Economic Development Coordinator.

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

**Minutes:** A motion was made by Councilmember Dennis and seconded by Councilmember Day to approve the minutes of the March 4, 2014 Special Session and the March 11, 2014 Regular Meeting. The motion passed 7 – 0 – 0.

**Announcements:**

Councilmember Dennis said on Sunday April 6 there will be a fundraiser for the College Park Community Foundation at the Fishnet Restaurant.

Councilmember Brennan said there is a meeting for anyone interested about a community bulk solar purchase sponsored by the Community Power Network on April 16 at 7:00 p.m. at City Hall.

Councilmember Wojahn reminded everyone that Saturday is Good Neighbor Day. It begins at 9:30 a.m. at the College Park United Methodist Church.

Councilmember Kabir discussed specific projects at Good Neighbor Day.

**Proclamation:** Mayor Fellows read the proclamation for the “Mayors Day of Recognition for National Service.”

**Amendments to the Agenda:** None.

**City Manager’s Report:** Mr. Nagro discussed April’s spring clean-up activities at the Public Works yard; the FY ‘15 budget will be sent to Council on Friday and posted for the public on Monday; the budget Worksession is on Saturday April 5.

**Comments from the Audience on Non-Agenda Items:**

**Kurt Stubbs, Phi Kappa Psi Fraternity, Hagerstown Hall:** Discussed their community service initiative, Phi Psi Phriends. They will help residents with housework, yard work and other chores. Contact phipsiphriends@yahoo.com.

**CONSENT AGENDA:** A motion was made by Councilmember Mitchell and seconded by Councilmember Day to adopt the Consent Agenda, which consisted of the following:

- 14-R-05 Resolution Of The Mayor And Council Of The City Of College Park, Maryland Adopting The Recommendation Of The Advisory Planning Commission Regarding Request For Certification Of Non-Conforming Use CNU-2013-03 For University Gardens, Inc. 4620, 4622, 4624, And 4626 Knox Road, College Park, Maryland, Recommending Approval Of The Request For Certification Of Non-Conforming Use**
- 14-G-37 Approval of Field Use Requests for 1) Maryland Stingers Women’s Rugby Club, Duvall Field, Tuesday and Thursday evenings, March through June; 2) Boy Scout Troop 740 for Sunday use for a BBQ event on June 1; 3) Berwyn Christian School, Field Day, Friday, May 9.**
- 14-G-38 Approval of amended Declaration of Covenants and Agreement Regarding Land Use for MR HILLCREST 1 Capital LLC (Monument Realty) and authorization for the City Manager to sign the agreement.**

The motion carried 7-0-0.

**ACTION ITEMS**

- 14-R-06 Resolution Of The Mayor And Council Of The City Of College Park To Grant A Waiver Pursuant To §175-13 Of The City Code, Upon Finding That The Purposes Of The Law Will Be Equally Well Served By Doings So, To MR Hillcrest 1 Capital, LLC, And Approve A Revitalization Tax Credit For The Real Property Located At 9122-9128 Baltimore Avenue For A Period Of Three Years Beginning In The First Fiscal Year After Completion**

A motion was made by Councilmember Hew and seconded by Councilmember Mitchell to adopt Resolution 14-R-06 to grant a waiver pursuant to §175-13(A)(3) of the City Code, after finding that the purposes of the law will be equally well served by doing so, to MR Hillcrest Capital LLC and to approve a Revitalization Tax Credit for the planned development of the real property at 9122-9128 Baltimore Avenue, as established by Detailed Site Plan 06095-01 submitted to the Maryland-National Capital Park and Planning Commission (“the Project”). The tax credit will be for the increased assessment attributed to the taxable improvements upon project completion as determined by the

**Supervisor of Assessments. The tax credit amount will be reimbursed to the owner after payment of the City taxes as reflected on the County tax bill in each fiscal year, on the following basis, which represents one-half of the allowable revitalization tax credit:**

**First fiscal year after completion: 58.0% of the increased assessment of City tax**

**Second fiscal year after completion: 27.5% of the increased assessment of City tax**

**Third fiscal year after completion: 27.0% of the increased assessment of City tax**

**Reimbursement of the tax credit is subject to and conditioned upon the property owner submitting evidence of certification from the US Green Building Council that the Project meets the minimum green building guidelines to attain LEED Silver Certification for the appropriate rating system. No reimbursement of the real property taxes will occur prior to the receipt of such evidence.**

Councilmember Hew acknowledged the controversy surrounding this tax credit but said the applicant has met enough of the requirements and is providing a light at Cherokee to provide safe crossing and is redeveloping a vacant piece of property. Although it is not bringing in as much commercial development as originally proposed, it is bringing some. The developer has worked closely with the community on the design for the back of the property. He is happy to see this project move forward.

There were no comments from the audience.

Councilmember Brennan wants to ensure that the requirement that the project meet minimum LEED Silver standard refers to the completed structure and not just the design plans. The City Attorney said that a modification will be made to the Resolution to reflect this.

Councilmember Mitchell noted the resident concerns she had received, but the Council believes this is the best move forward to turn something that was negative into a positive.

**The motion passed 7 – 0 – 0.**

#### **14-G-40 Appointments to Boards and Committees**

**A motion was made by Councilmember Day and seconded by Councilmember Kabir to appoint Todd Waters, Josh Ratner, Chris Frye and Tricia McLaughlin to the Neighborhood Stabilization Committee, and to reappoint Jack Robson to the Airport Authority. The motion passed 7 – 0 – 0.**

#### **COUNCIL COMMENTS:**

Mayor Fellows brought up the request he received from Greyhound's Office of State Government Affairs for a letter of support for a grant they are submitting. This will be an item on next week's Worksession.

Councilmember Wojahn requested a future Worksession on business recycling: 1) business survey results and next steps, 2) updates to the city's recycling code, and 3) county law that requires recycling in multi-family dwellings – would the City enforce? He also requested that the Director of the County's Department of Permits, Inspection and Enforcement (DPIE) be invited in to a future Worksession.

Mayor Fellows announced the University of Maryland's recent appointments to the College Park City University Partnership: Carlo Colella, Edward Maginnis, Michael King and Brian Darmody.

Councilmember Mitchell advised that the Council needs to form a subcommittee to review the Community Services grant applications. Councilmembers Day, Kabir, Dennis and Mitchell volunteered.

**Comments from the Audience:** None

**ADJOURN:** A motion was made by Councilmember Kabir and seconded by Councilmember Day to adjourn the meeting. With a vote of 7 – 0 – 0, Mayor Fellows adjourned the meeting at 8:07 p.m.

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Janeen S. Miller, CMC  
City Clerk

Date  
Approved

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**MINUTES**  
**Special Session of the College Park City Council**  
**Council Chambers**  
**Tuesday, April 1, 2014**  
**9:15 p.m.**

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

**ABSENT:** None.

**ALSO PRESENT:** Joseph Nagro, City Manager; Bill Gardiner, Assistant City Manager; Janeen Miller, City Clerk; Suellen Ferguson, City Attorney.

During a regularly scheduled Worksession of the College Park City Council, a motion was made by Councilmember Day and seconded by Councilmember Wojahn to enter into a Special Session to act on a matter that is time sensitive. The motion passed 8 – 0 – 0 and the Council entered into a Special Session at 9:15 p.m. The Special Session was listed on the Worksession agenda.

**ACTION ITEMS**

**13-G-41 Letter of support to Maryland Department of Transportation for Greyhound Lines, Inc for funding for intercity bus service.**

**A motion was made by Councilmember Wojahn and seconded by Councilmember Mitchell to approve a letter of support for the Greyhound Bus Lines application to the Maryland Department of Transportation for intercity bus service between Washington, Baltimore and Wilmington, Delaware with service to College Park.**

There were no comments from the audience or from the Council.

**The motion passed 8 – 0 – 0.**

**ADJOURN:**

**A motion was made by Councilmember Dennis and seconded by Councilmember Mitchell to adjourn the Special Session. With a vote of 8 – 0 – 0, Mayor Fellows adjourned the Special Session at 9:16 p.m.**

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Janeen S. Miller, CMC  
City Clerk

Date  
Approved

**14-G-42**

**MEMORANDUM**

TO: Mayor and Council

FROM: Michael Stiefvater, Economic Development Coordinator 

THROUGH: Terry Schum, Planning Director   
Joseph L. Nagro, City Manager 

DATE: March 28, 2014

SUBJECT: Funding for the Hollywood Farmers Market from April 26-June 30, 2014

**ISSUE**

Through the efforts of several College Park residents, Hollywood Farmers Market Incorporated was formed in 2013 as a 501(c)(3) organization to serve as the managing entity of the Hollywood Farmers Market that opened in June 2013. In its initial year, the Hollywood Farmers Market operated without the services of a paid market master as the role was filled by various volunteers. While Hollywood Farmers Market Incorporated will continue to oversee vendor recruitment, marketing efforts, and other activities outside the market day, the group is seeking City assistance to fund a market master to manage market activities on-site each Saturday.

**BACKGROUND**

On February 18, 2014, the City of College Park issued a Request for Qualifications (RFQ) for a Farmers Market Master at the Downtown College Park and Hollywood Farmers Markets. The City received two proposals in response to the RFQ; however, one proposal was non-responsive as it added services beyond those in the scope of work and bid at a fee of \$850.00 per market day. This proposal only offered services for the Downtown College Park Farmers Market.

The second proposal was responsive to the scope of work in the RFQ and offered services for both markets. The bid consisted of a \$132.00 per market day fee plus \$22.00 per hour for meetings and other services provided outside the market day.

**SUMMARY**

Both markets open the weekend of April 26<sup>th</sup> and will run through the weekend of November 22<sup>nd</sup> for a total of 31 markets each. With this schedule, the cost for a market master per market would be \$4,092.00 for the season based on the second proposal. Additional costs would include insurance for the market master and hours spent on services outside the market day. The hours spent outside the market are estimated to be one to two hours per week. Prior to the end of FY 2014 on June 30<sup>th</sup> there are 10 markets, which results in a market master cost of \$1,320 plus the additional costs.

The City's Adopted Budget for FY 2014 contains funds for the Downtown College Park Farmers Market based on the prior market master contract with KSM Marketing. Currently, \$12,826.98 remains in the account including a contribution from the Downtown College Park Management Authority. Funding for the Hollywood Farmers Market in FY 2015 is a budget worksession discussion item.

**RECOMMENDATION:**

Staff has determined that funding is available in the FY 2014 farmers market account if the City Council decides that financial support should be provided to the Hollywood Farmers Market.

**ATTACHMENTS:**

1. Proposed Scope of Work for Market Master

## ATTACHMENT 1: Proposed Scope of Work for Market Master

### *On-Site Market Management for the Downtown College Park Farmers Market*

- Manage on-site and personally attend the weekly markets, which run from April to late November, opening at 10:00a.m. and closing at 2:00p.m. each Sunday to include set up and break down, vendor placement and management, security, parking, removal of trash, litter, and recycling. Approximately 31 market days per season.
- Manage an information tent at the weekly market.
- To the extent possible ensure compliance by the market and by all vendors with all applicable government rules and regulations, as well as the market's operational guidelines; during market operation, resolve on-site vendor and customer issues; and coordinate with the City to resolve any ongoing issues. The final authority to retain or discharge market vendors lies with the City.
- Prepare and communicate monthly reports to the City detailing participation numbers, customer suggestions and complaints, and any other information requested by City staff. .
- Coordinate events on the market day including cooking demonstrations, contests, music performances, and games. Arrangements for these events will be made prior to the market day by City staff.
- Meet with City staff as necessary.

### *On-Site Market Management for the Hollywood Farmers Market*

- Manage on-site and personally attend the weekly markets, which run from April to late November, opening at 9:00a.m. and closing at 1:00pm each Saturday to include set up and break down, vendor placement and management, security, parking, removal of trash, litter, and recycling. Approximately 31 market days per season.
- Manage an information tent at the weekly market.
- To the extent possible ensure compliance by the market and by all vendors with all applicable government rules and regulations, as well as the market's operational guidelines; during market operation, resolve on-site vendor and customer issues; and coordinate with the HFM Board to resolve any ongoing issues. The final authority to retain or discharge market vendors lies with the HFM Board of Directors.
- Prepare and communicate monthly reports to City staff and the HFM Board detailing participation numbers, customer suggestions and complaints, and any other information requested by City staff and the HFM Board.
- Coordinate events on the market day including cooking demonstrations, contests, music performances, and games. Arrangements for these events will be made prior to the market day by the HFM Board.
- Meet with City staff and the HFM Board as necessary.

**14-G-43**

**MOTION FOR COUNCILMEMBER STULLICH**

**14-G-43**

**MOTION:**

**I move that the Mayor and Council award the following contracts for health, dental, workers' compensation, and liability insurances for FY 2015.**

**Contract with Benecon, benefits administrator for Maryland Local Government Healthcare Cooperative, for employees' health insurance at a budgeted cost of: \$837,435**

**Contracts with MetLife and DentaQuest for dental insurance at a budgeted cost of: \$ 43,187**

**Contract with Chesapeake Employers Insurance Company for workers' compensation insurance at a budgeted cost of: \$146,935**

**Contract with Local Government Insurance Trust (LGIT) and affiliates for general liability, public officials' liability, auto, property, boiler and machinery, personal injury protection, and uninsured motorists protection insurances at a budgeted cost not to exceed: \$148,810**

**Total budgeted cost of contracts \$1,176,367**

**The contracts submitted for approval and award were negotiated using authorized informal purchasing procedures including brokers, agents, and staff research and therefore require an extra-majority vote of the Mayor and Council.**

Additional Comments:

The City used a broker to research the health and dental contract information submitted for approval and award. The options for both insurance products have been evaluated and compared to assure that the City is purchasing products that are acceptable to the City and its employees at competitive prices.

In addition, we recommend that the workers' compensation and general liability insurances are renewed with our current carriers.

Health Insurance

Our health insurance has been self-insured through the Maryland Local Government Health Cooperative sponsored by the Local Government Insurance Trust (LGIT) since April, 2012. This year our premiums will increase by 7.7%. New employees have also been added to the plans and others have changed their type of contract. The budgeted amount will be approximately \$837,435.

Dental Insurance

The City recommends keeping MetLife and DentaQuest dental plans for FY 2015. We do not have final premiums for next year, but our broker expects them to remain the same. The total FY2015 budgeted amount will be approximately \$43,187 for the current number of subscribers.

Workers Compensation

Chesapeake Employers Insurance Company (formerly known as Injured Workers Insurance Fund or IWIF) provides the City's workers' compensation insurance. Our premiums will be approximately \$146,935 next fiscal year at our current level of payroll. This is a decrease of approximately \$48,000 from last year. Our claims experience during the past year has been excellent and our experience modification factor decreased again this year.

Liability Insurance

The City's liability insurance is carried by the Local Government Insurance Trust (LGIT), of which the City is a charter member. This insurance covers the City-wide general liability, public officials' liability, auto, property, parking garage, boiler and machinery, personal injury protection, flood and earth movement and uninsured motorists' protection. In addition, the City purchases coverage from other insurance companies affiliated with LGIT for pollution legal liability, crime bond, Metro underpass, and fuel storage tanks. Our plan year for LGIT coverage runs July 1 through June 30. Final premium rates are not available until May, but LGIT has advised us to budget approximately \$148,810 for FY15. This is an increase of 2.6% from last fiscal year.

<u>Description</u>	<u>Vendors</u>	<u>FY2014</u>	<u>FY2015</u>	<u>Δ</u>
		(at current enrollment and salary levels)		
Health	Benecon	\$743,160	\$837,435	\$94,275
Dental	MetLife, DentaQuest	43,220	43,187	-33
Workers Comp	Chesapeake Employers Insurance Company	194,409	146,935	-47,474
Liability	LGIT and affiliates	<u>145,030</u>	<u>148,810</u>	<u>3,780</u>
<b>Total</b> <b>(4.5% increase overall)</b>		<b>\$1,125,819</b>	<b>\$1,176,367</b>	<b>\$50,548</b>

**14-0-01**

**MOTION BY COUNCILMEMBER DENNIS**

**14-O-01**

**MOTION:**

**I move to approve Emergency Ordinance 14-O-01, which extends the Comcast of Maryland, Inc., cable television franchise with the City to allow continued negotiations for renewal of the franchise.**

**DISCUSSION:**

The City entered into a cable franchise agreement with Jones Communications of Maryland, Inc., on April 24, 1999. The franchise, which was transferred to Comcast, has a term of fifteen years. The City is participating with the County and the other Prince George's municipalities in a joint negotiation with Comcast. It is not expected that a new agreement will be reached before September. An extension of the franchise agreement on the same terms and conditions until negotiations have concluded will allow this process to be completed. No substantive changes to the existing agreement are proposed at this time. The College Park Cable Commission voted on January 9, 2014 to recommend that the City extend the franchise for this purpose. Comcast has provided a letter requesting the extension, which is attached to the Ordinance. This is to be adopted as an emergency ordinance so that the extension will be granted prior to expiration of the franchise term. A vote of six Council members is required to adopt.

**AN EMERGENCY ORDINANCE  
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK  
AMENDING THE FRANCHISE AGREEMENT WITH  
COMCAST OF MARYLAND, INC.**

**WHEREAS**, on April 24, 1999, the City of College Park, herein referred to as “City” granted a cable television franchise (the “Franchise”) to Jones Cable, which was thereafter transferred to Comcast of Maryland; and

**WHEREAS**, the Franchise is now held by Comcast of Maryland, Inc. (“Comcast”); and is scheduled to expire on April 23, 2014; and

**WHEREAS**, the City and Comcast are engaged in discussions concerning the renewal of the Franchise, and those discussions are expected to take some time to complete; and

**WHEREAS**, the City wishes to extend the term of the Franchise to allow time for the parties to complete negotiations; and

**WHEREAS**, Comcast has provided its consent to the proposed extension of the Franchise, in the form of the attached letter, which is incorporated herein by reference as Exhibit A; and

**WHEREAS**, the City and the Comcast both desire to reserve their respective rights under state and federal law, including, without limitation, 47 U.S.C. § 546; and

**WHEREAS**, the Mayor and Council have determined that it is necessary for the public health, safety and welfare that this ordinance be adopted effective immediately to allow it to become effective before the expiration of the current cable television franchise.

**Section 1. NOW, THEREFORE, BE IT ORDAINED AND ENACTED**, by the Mayor and Council of the City of College Park that the said Franchise Agreement held by Comcast of Maryland, Inc., successor in interest to Jones Communications of Maryland, Inc., is hereby extended until a new cable franchise becomes effective, or until the franchise is either renewed, terminated or final action is taken not to renew the franchise in accordance with the terms of the franchise, the Federal Cable Act and other applicable law, whichever occurs first, as is more particularly stated in the letter from Comcast of Maryland, Inc. dated April 2, 2014, which is attached as Exhibit A, and incorporated herein by

reference. During this extension, the current terms and conditions of the franchise shall remain in full force and effect. This extension shall be effective as to Comcast of Maryland, Inc., immediately upon receipt by Comcast.

**Section 2. BE IT FURTHER ORDAINED AND ENACTED** by the Mayor and Council of the City of College Park that a public emergency affecting the sound operation of the City exists. Because an emergency exists, this Ordinance is hereby declared to be an Emergency Ordinance by the affirmative vote of at least six (6) members of the Council pursuant to the authority contained in Section C8-2 of the Charter of the City of College Park and, therefore, pursuant to Section C8-2 of the Charter of the City of College Park, this Ordinance may be adopted at the meeting at which it is introduced without prior newspaper publication or public hearing thereon and shall take effect immediately upon its adoption.

As soon as practicable after adoption, the City Clerk shall have a fair summary of this Ordinance and a notice of its adoption published in a newspaper having a general circulation in the City of College Park and available at the City's offices. The Ordinance shall become effective immediately upon its adoption, provided that a fair summary thereof is published at least once as soon as practicable after the date of passage in a newspaper having general circulation in the City.

**INTRODUCED** by the Mayor and Council of the City of College Park at a regular meeting on the \_\_\_\_\_ day of April, 2014.

**ADOPTED** by the Mayor and Council of the City of College Park at a regular meeting on the \_\_\_\_\_ day of April, 2014.

**EFFECTIVE** the \_\_\_\_\_ day of April, 2014.

**ATTEST:**

**CITY OF COLLEGE PARK**

By: \_\_\_\_\_  
Janeen S. Miller, CMC, City Clerk

By: \_\_\_\_\_  
Andrew M. Fellows, Mayor

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

\_\_\_\_\_  
Suellen M. Ferguson, City Attorney



Comcast Cable  
1301 McCormick Drive  
Fourth Floor  
Largo, MD 20774

April 2, 2014

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

RE: College Park – Comcast of Maryland, Inc. Franchise Extension

Dear Mr. Nagro:

I am writing about the proposal to extend the 1999 Franchise Agreement currently held by Comcast of Maryland, Inc. ("Comcast") that is scheduled to expire on April 26, 2014, 2014 in order to accommodate further renewal discussions between Comcast and the City of College Park, ("Franchise Authority"), which are ongoing and active. Both parties agree that additional time is necessary in order to facilitate the renewal process, and wish to enable this process without prejudicing the rights of either party set forth in the Federal Cable Act. 47 U.S.C. §546 and applicable regulations promulgated thereunder.

Upon action by the Franchise Authority, Comcast agrees to extend the terms and conditions of the 1999 Franchise Agreement until a new cable franchise becomes effective, or until the franchise is either renewed, terminated, or final action is taken not to renew the franchise, in accordance with the agreement, the Federal Cable Act and other applicable law, whichever occurs first. During said extension, the terms and conditions of the Agreement shall remain in full force and effect.

This consent to the extension shall not be construed to prejudice or waive any rights which either party may have under The Communications Act of 1934, as amended, 47 U.S.C. §§ 521 *et seq.*, or any other applicable laws, rules or regulations of the United States, State of Maryland, or the Franchise. Comcast's agreement to the extension is subject to the following understanding:

Comcast and the Franchise Authority retain and reserve all of their franchise renewal rights under applicable law, including, without limitation, Communications Act Section 626 (47 U.S.C. § 546)

In the event this extension is declared invalid for any reason, the parties shall retain all rights to the formal renewal process as they existed on the date this extension was executed.

Should you have any questions regarding this matter, please feel free to contact me.

Sincerely,  
COMCAST OF MARYLAND, INC.

By:

John Corwell  
Vice President, Government Affairs  
Comcast – Beltway Region

**14-R-07**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF  
THE CITY OF COLLEGE PARK TO ESTABLISH THE  
COLLEGE PARK AGING-IN-PLACE TASK FORCE**

WHEREAS, the Mayor and Council of the City of College Park adopted the 2010 – 2015 Strategic Plan on August 10, 2010 that included the objective (Goal 1, Objective 4) to “Strengthen well-being of residents that seek assistance through youth, family and seniors programs.”

WHEREAS, the FY 2014 Action Plan contains a corresponding action recommendation to “Create a seniors aging-in-place ad hoc committee of the Council to explore options for the creation of an aging-in-place program in College Park to help seniors remain in their homes.”

WHEREAS, the Mayor and City Council now desire to establish an “aging in place” Task Force.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park that the “College Park Aging-In-Place Task Force” be and it is hereby established and organized as follows:

1. **Charge:**

- Identify existing City resources that support our aging population
- Identify existing County resources that support our aging population
- Identify needs of the City’s aging population who desire to age-in-place
- Identify gaps between current resources and the needs of the aging-in-place population
- Identify and research potential strategies that the City could pursue to address the gaps between the available resources and current needs for aging-in-place. Such potential strategies could include:

- an information and referral service
  - a volunteer network
  - a senior day care facility
  - addressing nutritional needs with current stakeholders
- Prepare a final report of strategies and recommendations for the Mayor and Council to be presented in January of 2015.
2. **Composition:** the College Park Aging-In-Place Task Force shall consist of 8 City residents (with the goal of having two from each Council district) and 2 City Council representatives, for a total of 10 members. The Task Force is encouraged to include experts from outside agencies (i.e., Prince George's County, University of Maryland, AARP or MetLife) to participate to the extent deemed desirable and necessary by the Task Force. These guests are not voting members of the Task Force.
3. **Structure:** The College Park Aging-In-Place Task Force shall select a Chair from among its members. The staff liaison shall be the Director of Youth, Family and Senior Services (or her designee). A quorum shall be 5 members. The affirmative vote of a majority of the members present and voting is required to take an action. The Task Force shall be discharged after the final report has been presented to the Mayor and City Council (anticipated in January of 2015).

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

**EFFECTIVE** the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**WITNESS:**

**THE CITY OF COLLEGE PARK,  
MARYLAND**

\_\_\_\_\_  
Janeen S. Miller, CMC, City Clerk

\_\_\_\_\_  
Andrew M. Fellows, Mayor

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

\_\_\_\_\_  
Suellen M. Ferguson, City Attorney

**14-G-44**

## Appointments to Boards and Committees

14-G-44

### Mitchell:

- Reappoint Suzie Bellamy to the Animal Welfare Committee
- Appoint Bonnie McClellan to the Neighborhood Stabilization Committee (resident)
- Appoint D. J. Alston to the Neighborhood Stabilization Committee (National Pan-Hellenic Council representative)

### Stulich:

- Gloria Aparicio-Blackwell to the Neighborhood Stabilization Committee (University of Maryland rep)
- Marsha Guenzler-Stevens to the Neighborhood Stabilization Committee (University of Maryland rep)
- Matthew Supple to the Neighborhood Stabilization Committee (University of Maryland rep)

### Wojahn:

- Christine Nagle to the Neighborhood Stabilization Committee (resident)
- Major Dan Weishaar to the Neighborhood Stabilization Committee (representing the PGPD)

# Update to FY '14 Action Plan

## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** Bill Gardiner, Assistant City Manager *BG*  
**THROUGH:** Joe Nagro, City Manager *JN*  
**DATE:** April 4, 2014  
**SUBJECT:** FY 2014 Action Plan Update

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### SUMMARY

Staff has updated the status of the Major Action Steps in the FY14 Action Plan. The FY14 Action Plan will be a discussion item for a May Council Worksession, but the document is provided now for your review.

### DISCUSSION

The attached FY 2014 Action Plan with updates on FY14 activities will be discussed and further amended during meetings in May. These discussions will inform the FY15 Action Plan, which will be reviewed and adopted prior to the end of FY14.

### RECOMMENDATION

Please contact the City Manager or Assistant City Manager if you have comments or suggestions regarding the FY14 Update that could be addressed prior to the worksession discussion.

### ATTACHMENTS

FY 2014 Action Plan (Approved May 14, 2013, with updates April 4, 2014)

**City of College Park Strategic Plan 2010 – 2015  
FY 2014 Action Plan (Approved May 14, 2013)**

This action plan aligns with the Strategic Plan adopted by City Council August 10, 2010. As an annual road map for strategic plan implementation, this action plan intentionally focuses on a relatively manageable and strategic set of actions for approximately one fiscal year. Most of the steps included in this plan are assumed to have a finite scope (ideally within 1 year) and are strategically oriented towards change and improvement in College Park. Before the end of FY 2014, City Council and City Staff will develop an action plan for the final year of the strategic plan, FY 2015. It is understood that some activities in the FY 2014 action plan will be repeated in the plan for FY 2015 because they span multiple years and are considered ongoing. The steps in this action plan are in addition to ongoing daily operations and recurring annual activities in the City.

Resource needs indicate those resources required beyond existing staff and staff time.

To date, City Council and City Staff annually have reviewed and updated the action plan in conjunction with the budget development process. Action steps not completed in one year have carried forward into to the next year. The FY 2015 Action Plan should bring most items to a close as it is the final year of this strategic planning period.

**Following is a list of organization and initiative abbreviations that may appear throughout the action plan. The organizations represent some of the many supporting partners of the City identified in the strategic plan.**

ATHA – Anacostia Trails Heritage Area  
CBE – Committee for a Better Environment  
COG – Metropolitan Washington Council of Governments  
COPS – Community Oriented Police Services  
CPAE – College Park Arts Exchange  
CPNW – College Park Neighborhood Watch  
CPCUP – College Park City-University Partnership  
DCPMA – Downtown College Park Management Authority  
DOT – Department of Transportation  
EAC – Education Advisory Committee  
EPA – Environmental Protection Agency  
ESL – English as a Second Language  
HUD – Department of Housing & Urban Development  
MHAA – Maryland Heritage Areas Authority  
M-NCPPC – Maryland-National Capital Park & Planning Commission  
NSQLWG – Neighborhood Stabilization and Quality of Life Workgroup  
PG DPW&T- Prince George's County Department of Public Works &

PGPD - Prince George's County Police Department  
PGPOA Prince George's Property Owners Association  
SHA – State Highway Administration  
SRTSP – Safe Routes to School Program  
TMA – Transportation Management Authority  
UMD – University of Maryland  
UMPD – University of Maryland Police Department  
WMATA – Washington Metro Area Transit Authority  
YSB – Youth Services Bureau

TBD – To Be Determined

**Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.**

**Objective 1: Improve public safety and reduce crime by utilizing contract police officers, collaborating with other police agencies, and encouraging community participation.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Work with UMD to explore expansion of the concurrent jurisdiction area to additional areas in the City.	Public Services, City Council	Q1	Q4	UMPD	Expanded concurrent jurisdiction approved August 2013 via an MOU b/t UMD and PGPD. UMD police can pursue if crime in progress or if person in danger. All calls for service go through PGC 9-1-1. Area of concurrent jurisdiction is roughly from Albion Rd to MD 193. UMD funded five additional police officers.
b. Consider expanding security cameras to additional streets.	City Council, Public Services	Q1	Q4		Council approved purchase of three additional cameras and two license plate readers. Installation expected to be complete by September 2014.*
c. Review and implement, where applicable, recommendations and considerations related to public safety from the NSQLWG and from the CPCUP Public Safety Workgroup.	City Council, Public Services	Q1	Q4	NSQLWG	Code of Student Conduct has been expanded City-wide (and everywhere on or off-campus). C-MAST monthly meetings re-convened. NSQLWG has been re-established with quarterly meetings beginning in April 2014. It has approximately 30 members, including the Mayor and Council.

**Action Plan Notes:**

*\*Update forthcoming on operational status of all City cameras and readers.*

**Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.**

**Objective 2: Improve local schools that serve City of College Park residents through collaboration with strategic partners including the Prince George’s County Public Schools and the University of Maryland.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Continue to work to find a permanent home for the College Park Academy and assess performance progress after one year of operation.	CPCUP, City Council	FY 2013	Q4	College Park Academy executive director, UMD	CPA has expressed its preference for the Terrapin Trader site. UMD has expressed interest in facilitating the relocation of the school to that property. Not clear how a CPA performance assessment would be done.*
b. Measure success through outcomes achieved as a result of school grants.	EAC, City Council	Q1	Q4		Grants awarded to 9 schools in FY13. As of April 1, 2014, all 9 final reports have been filed.*

**Action Plan Notes:**

*\*There does not appear to be a process in place to measure the success of the school grants, or metrics to assess the progress of the CPA. These could be developed or the Action Step could be modified.*

**Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.**

**Objective 3: Expand recreational, social and cultural activities for city residents.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Explore options for funding the creation of a micro-grant program which would incentivize and support neighborhoods in organizing block parties.	City Council	Q1	Q4	Rec Board	A "wish list" item for \$5,000 has been added in the FY15 City Manager's proposed budget.

**Action Plan Notes:**

**Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.**

**Objective 4: Strengthen well-being of residents that seek assistance through youth, family and seniors program.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Expand public information about available senior programs and recreation activities to seniors in homes throughout the city.	Seniors staff	Ongoing	Ongoing		Information provided in annual Resident Information Guide and via mailings to seniors who have requested information.
b. Consider inviting outside agencies to share information and resources with seniors in homes for women and men who need regular "check-ins" (separate from Youth, Family, & Services).	City Council	Q1	Q4	Seniors Services staff members, outside agencies	
c. Create a seniors "aging in place" ad hoc committee of the Council to explore options for the creation of an "aging in place" program in College Park to help seniors remain in their homes.	City Council	Q1	Q4	Aging in Place examples in nearby communities (Greenbelt, Hyattsville, etc.)	Council will vote on a resolution to create a task force, with a report to Council expected in January 2015.

**Action Plan Notes:**

**Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.**

**Objective 5: Improve customer / constituent service to better serve College Park residents.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Provide ongoing staff training in resident relations / constituent services and customer service, including timely responses to phone calls.	Human Resources with department directors	Ongoing	Ongoing	Additional funding if this exceeds the training budget.	No customer service trainings held in FY14.*
b. Coordinate with the County Department of Planning, Inspections, and Enforcement to streamline the county and city permitting processes.	City Council, Planning Dept., Public Services	FY 2013	Q4	Prince George's County	Internal meetings continue with Public Services, Finance, IT, and Administration staff to identify possible changes that would streamline City permit applications, billing, payments, and inspections for residential occupancy permits. DPIE will be invited to return in Q4 to report to Council on its permit process streamlining efforts and possible integration of City permit application processes.
c. Analyze options for initiating online permitting services.	Public Services	Q1	Q4		This is one of the issues being considered by the staff work group on permit process redesign.

**Action Plan Notes:**

*\*Consider changing this item, as customer service trainings have been completed.*

**Goal II: Convenient transportation options that improve local travel and manage congestion.**

**Objective 1: Advocate for state and other resources to rebuild Route 1 to improve its safety, efficiency, and appearance.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Lobby State Legislature, State Highway Administration and County Council to allocate funding to rebuild Route 1.	City Council	Ongoing	Ongoing		Funding allocated for phase 1.
b. Work with M-NCPPC and SHA to require Route 1 developers to implement street improvements with new development or, if not feasible, pay a fee-in-lieu.	City Council, Planning Dept.	Ongoing	Ongoing		This coordination occurs during the review of development applications and is accomplished to the extent practicable.
c. Establish a Tax Increment Financing (TIF) district strategy to help fund infrastructure improvements.	City Council, Planning Dept.	FY 2012	Q4		A TIF district has been discussed as a mechanism to finance the undergrounding of utility lines, but without County participation it would not generate sufficient funds to pay for the project.
d. Develop and implement a complete streets policy with community input. (A complete streets policy seeks to develop integrated, connected networks of streets that are safe and accessible for all people, regardless of age, ability, income, ethnicity, or chosen mode of travel).	City Council, Planning Dept.	Q1	Q4+	Smart Growth America resources	Staff has gathered information and policies from various sources and will attend a workshop on the topic in April.

**Action Plan Notes:**

**Goal II: Convenient transportation options that improve local travel and manage congestion.**

**Objective 2: Support development of transit options that increase convenience, accessibility, and mobility.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Continue to market and brand THE BUS Route 17 as a Route 1 Main Street shuttle.	City Council	FY 2012	Ongoing	PG DPW&T, COG, WMATA	
b. Implement Route 1, Rhode Island Ave., Campus Drive, and other bus corridor enhancements.	City Council	FY 2012	Ongoing	PG DPW&T, COG, WMATA	
c. Participate in Purple Line design and preliminary engineering for alignment and stations.	Planning Dept., City Council	Ongoing	Ongoing	Include Community input	The City reviewed and commented on the EIS and staff continues to be a member of the MDOT Purple Line Team.
d. Continue funding and promoting use of Shuttle-UM pass for city residents and employees. Work with DOTS to get more reliable statistics.	City Council, City Manager's staff	Ongoing	Ongoing		City requested State legislation to enable UMD to continue MOUs with municipalities to provide Shuttle UM services for residents. State legislation pending Governor signature.
e. Continue to provide input and participate in the DOTS 10-year strategic plan process where possible. Encourage DOTS to work on collaboration between Shuttle-UM and other bus services.	City Council	FY 2012	Q4		
f. Develop a city-wide bicycle plan.	Planning Dept., City Council	FY 2012	Q4	Mapping assistance	A Transportation and Land-use Connection grant from the Transportation Planning Board will be requested in May to assist with development of the plan.

**Action Plan Notes:**

**Goal II: Convenient transportation options that improve local travel and manage congestion.**

**Objective 3: Develop and implement Transportation Demand Management (TDM) strategies [on Route 1].**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Support establishment of a Route 1 TDM District.	City Council, Planning Dept.	Ongoing	Ongoing	Support from M-NCPPC, PG District Council	The City has gone on record in the past supporting a Route 1 TDM but there is no legislation or proposal pending at this time.
b. Require developers to prepare trip reduction plans for new development.	City Council	Ongoing	Ongoing	Support from County Council, Planning Board	Financial support for the Route 1 Ride and Capital Bikeshare are examples of conditions recently placed on developers.
c. Seek funding for infrastructure improvements including bike trails and amenities and sidewalk construction.	Planning Dept.	Ongoing	Ongoing		Funding received for City Bike program, but implementation delayed in FY14 due to vendor financial problems.
d. Direct traffic to least congested arterial and connector routes with improved signage and websites.	City Council, City Engineer	Ongoing	Ongoing	Support from UM, City, SHA, Prince George's County DPW&T	At City's request SHA installed directional signage along Baltimore Avenue to City Parking Garage and City Hall Parking. UMD website and beltway signage provides directions to campus via Kenilworth and Paint Branch.

**Action Plan Notes:**

**Goal II: Convenient transportation options that improve local travel and manage congestion.**

**Objective 4: Improve traffic, pedestrian, and bicycle safety.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Explore options to provide safer access to major arteries from all City neighborhoods.	Planning Dept., City Engineer	Ongoing	Ongoing	SHA, County Council, PG DPW&T	Hollywood Road west of Baltimore Avenue is being planned. Additionally, staff will invite SHA to discuss and present to the Mayor and Council current and future projects in the City.

**Action Plan Notes:**

**Goal III: Lead the College Park community in environmental conservation, protection, restoration, and energy efficiency.**

**Objective 1: Implement strategies to improve energy efficiency and reduce greenhouse gas emissions.**

**Action Recommendations:**

<b>Major Action Steps</b>	<b>Responsibility</b>	<b>Begin Timeframe</b>	<b>Deadline</b>	<b>Other Resource Needs</b>	<b>Status Update</b>
a. Develop and implement a community emissions action plan as part of the Sustainable Maryland Certified (SMC) Green Team. Obtain bronze certification through SMC program and continue to pursue projects for higher-level certifications.	City Council, Green Team, CBE	FY 2011	Q4+	COG	The City attained the Sustainable Maryland Certification and is implementing the three-year plan.
b. Receive a current sustainability report from CBE to determine next steps.	CBE, City Council	Q1	Q4	Green Team	CBE is not able to provide a sustainability report or community emissions analysis without significant resources.
c. Establish a LEED-based sustainability standard for new development projects within the City jurisdiction.	City Council, CBE	FY 2011	Q4+		Most new development occurs along the Route 1 corridor which already has this standard because of the Sector Plan.
d. Promote greater use of carpooling and public transit by City staff.	City Council, HR, Green Team	FY 2011	Ongoing		Subsidy provided to staff who use metro to commute; not sure how to promote carpooling.*
e. Encourage greater City staff participation in energy efficient practices.	Planning Dept, Human Resources, Public Works	Ongoing	Ongoing		Grant funding obtained for training two staff members. Training will occur at end of FY14 or early FY15.
f. Pursue other grant resources to support activities addressing energy efficiency.	City staff	FY 2011	Ongoing		Staff will evaluate opportunities for MEA funding in FY15.
g. Continue to pursue legislation for a home energy loan program for residents to make energy efficiency improvements. If legislation passes, pursue development of the program.	City Staff	FY 2011	Ongoing		Staff are exploring eligibility and funding availability of State programs.

**Action Plan Notes:**

*\*Consider modifying item "D" to incentive walking and biking to work as well as using public transit.*

**Goal III: Lead the College Park community in environmental conservation, protection, restoration, and energy efficiency.**

**Objective 2: Develop strategies to effectively manage local water resources and storm water runoff.**

**Action Recommendations:**

<b>Major Action Steps</b>	<b>Responsibility</b>	<b>Begin Timeframe</b>	<b>Deadline</b>	<b>Other Resource Needs</b>	<b>Status Update</b>
a. Review site plans for developer compliance with new storm water regulations.*	Planning Dept., City Council	FY 2011	Ongoing	County Council	This function is primarily performed by the Prince George's County Department of Environmental Resources.
b. Incorporate best practices for storm water management into all City projects to the extent feasible.	Planning Dept., Engineer, Public Works, CBE	Ongoing	Ongoing		City staff are pursuing several opportunities with the Environmental Finance Center and the Low Impact Development Center for pilot storm water projects.
c. Encourage reduction of impervious surfaces in public and private property.	City Council, Planning Dept.	Ongoing	Ongoing	M-NCPPC	Proposed new development of the City Hall and Calvert Road sites will present an opportunity to do this. CBE has held workshops for residents to learn about County's Raincheck program.
d. Work with the Prince George's Police and develop education materials to discourage illegal dumping and enforce anti-dumping laws in the City.	Public Works, Contract Police, Public Safety Officer	FY 2011	Ongoing		No new activities in FY13.

**Action Plan Notes:**

*\*Consider removing item "A" because the review and compliance is a County responsibility and City lacks the technical expertise to carry out the function.*

**Goal III: Lead the College Park community in environmental conservation, protection, restoration, and energy efficiency.**

**Objective 3: Increase and enhance parks and green spaces.**

**Action Recommendations:**

<b>Major Action Steps</b>	<b>Responsibility</b>	<b>Begin Timeframe</b>	<b>Deadline</b>	<b>Other Resource Needs</b>	<b>Status Update</b>
a. Develop a citywide parks and recreational facility inventory in preparation for future improvements and new green spaces.	Planning Dept., Public Works, Rec. Board	FY 2012	Q4+	M-NCPPC support, funding for document preparation	City has developed a parks and recreational facility inventory for City-owned facilities.
b. Explore options for community gardening at the Endelman property in North College Park. Discuss options with property owners.	Planning Dept., Public Works Green Team	Q1	Q4+	Community input	The Endelman property was the subject of a UM Community Planning Studio to create an "Urban Agriculture Station." The concept will be presented at a future Green Team meeting. This and other sites may be discussed.
c. Proceed with construction phasing of Duvall Field renovation with community input.	City Council, Planning Dept.	FY 2013	Q4+	Developer contribution or other funding.	Project scope has changed due to cost of plans as designed. Developer contribution delayed. City must determine new scope and phasing.

**Action Plan Notes:**

Goal III: Lead the College Park community in environmental conservation, protection, restoration, and energy efficiency.

Objective 4: Divert waste from landfills by continuing to increase participation in reduce/reuse/recycle programs.

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Plan and execute a public education program to promote recycling, with a focus on newly accepted recyclables.	Public Works, CBE, Green Team	FY 2011	Ongoing	Printed materials; outreach opportunities; funding	Information on recycling is updated in the yearly Resident Information Guide and on the website when needed.
b. Promote increased business participation in recycling.	City Council, Public Works, CBE	FY 2011	Ongoing	Local businesses (e.g., DCPMA)	Council to discuss recommendations from CBE sub-committee in 4 <sup>th</sup> quarter of FY14. Business recycling grant program to launch in FY15.

**Action Plan Notes:**

**Goal IV: Neighborhoods that are safe, peaceful, attractive and retain their community character.**

**Objective 1: Effectively and fairly enforce city and county codes and ordinances.**

**Action Recommendations:**

<b>Major Action Steps</b>	<b>Responsibility</b>	<b>Begin Timeframe</b>	<b>Deadline</b>	<b>Other Resource Needs</b>	<b>Status Update</b>
a. Explore options for expanding noise enforcement capabilities according to recommendations from the CPCUP Public Safety Workgroup.	City Council, Public Services	Q1	Q4+	CPCUP Public Safety Workgroup	Part-time code enforcement positions created to add capacity for evening noise enforcement.
b. Review and implement, where applicable, NSQLWG recommendations and considerations related to code enforcement.	City Council	Q1	Q4	NSQLWG	New group will meet in 4 <sup>th</sup> quarter of FY14. C-MAST monthly meetings discuss code issues, collaborative action to address problems.
c. Educate residents and students about the expansion of the UMD Student Code of Conduct.	City Council	Q1	Q4	UMD	Knock and Talks, other steps taken to educate students and residents.

**Action Plan Notes:**

**Goal IV: Neighborhoods that are safe, peaceful, attractive and retain their community character.**

**Objective 2: Increase the rate of home ownership.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Cultivate relationships with residential realtors to increase their knowledge of College Park's assets and positive attributes.	City Council, Economic Development	Ongoing	Ongoing		The City's Economic Development Coordinator does this via the Business Roundtable and ongoing activities.
b. Create an annual report of city accomplishments which will be used to market the city.	City Manager Designee, Economic Development	Q1	Q4+	Resources from the Marketing Campaign; feedback from City Council	The City produces an annual economic development presentation that highlights development and initiatives in the City.

**Action Plan Notes:**

Goal IV: Neighborhoods that are safe, peaceful, attractive and retain their community character.

Objective 3: Preserve and promote neighborhood resources that build a sense of community for all residents.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Work with residents and the Farmers' Market Committee to explore options regarding a craft fair or farmers' market in the Hollywood Commercial District.	City Council	Q1	Q4		City is selecting a market manager for Spring - Summer 2014 market season for the Downtown Market and the Hollywood Market.
b. Resolve long term goals for the Animal Welfare shelter and program.	City Council, Animal Welfare Committee	Q1	Q4		Council members exploring jointly-funded \$250,000 study with PGC and other municipalities for a northern-area shelter.

Action Plan Notes:

**Goal V: Expand the local economy and tax base with socially responsible development.**

**Objective 1: Encourage revitalization of the Route 1 corridor consistent with the desires and needs of the local community.**

**Action Recommendations:**

<b>Major Action Steps</b>	<b>Responsibility</b>	<b>Begin Timeframe</b>	<b>Deadline</b>	<b>Other Resource Needs</b>	<b>Status Update</b>
a. Develop and track inventory of sites available for rent and redevelopment.	Planning Dept.	Ongoing	Ongoing		Inventories are kept up to date on the city's website.
b. Work with developers to help identify businesses for new retail space.	Planning Dept.	Ongoing	Ongoing		This work is done routinely.
c. Pursue Tax Increment Financing (TIF) to support public infrastructure improvements associated with new development.	City Council	FY 2011	Q4		TIF district has been discussed as a tool to finance undergrounding of utilities, but no action taken.
d. Explore collaboration with the University of Maryland to market the city as a tourist destination.	City Council, Economic Development	Q1	Q4		This idea is being implemented through ATHA.

**Action Plan Notes:**

**Goal V: Expand the local economy and tax base.**

**Objective 2: Encourage revitalization of the Hollywood Commercial District.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Complete design of the Hollywood Commercial District streetscape plan and explore options for funding.	Planning Dept.	Ongoing	Q4+	UM Landscape Architecture program	Project not completed, but \$50,000 is allocated in the CIP.
b. Continue to work with business owners interested in forming a Hollywood Merchants association or other type of support network.*	City Council, Planning Dept.	FY 2011	Q4		Staff pursued project but there was not sufficient interest by the business owners.

**Action Plan Notes:**

*\*Recommend deleting item B due to the lack of interest by the business owners.*

**Goal V: Expand the local economy and tax base.**

**Objective 3: Support and attract diverse locally-owned high-quality retail and restaurant businesses with unique character and a commitment to local quality of life.**

**Action Recommendations:**

<b>Major Action Steps</b>	<b>Responsibility</b>	<b>Begin Timeframe</b>	<b>Deadline</b>	<b>Other Resource Needs</b>	<b>Status Update</b>
a. Identify and promote available commercial space to prospective tenants.	Planning Dept.	Ongoing	Ongoing		This information is available on the city's website and is updated regularly.
b. Market downtown College Park as a destination location.	City Council, Economic Development	Ongoing	Ongoing		The Downtown Guide and Shop College Park website are the primary vehicles for marketing downtown along with the Farmers Market.
c. Expand the sign grant program to include façade improvements.	City Council, Planning Dept.	Q1	Q4		Program guidelines were revised in fall 2013 and 6 new grants have been processed.
d. Work with SBA and SPTDC to assist and market current College Park businesses and to attract new businesses.	Economic Development, City Council	Q1	Q4	Development plans	An SBTDC event was held in fall 2013 for existing businesses and a new business was recruited with the help of a loan from the SBA.
e. Explore the creation of a marketing committee (potentially consisting of residents appointed by the Council) which would solely look at the potential to develop a marketing / business plan for the city to help attract business in the area.	Economic Development, City Council	Q1	Q4	Local business owners, Economic Development Professionals	

**Action Plan Notes:**

**Goal V: Expand the local economy and tax base.**

**Objective 4: Increase the diversity of job opportunities.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Encourage University incubator businesses to remain in College Park by marketing suitable available space.	Planning Dept.	Ongoing	Ongoing		The City is working with Prince George's County to develop suitable office space near the College Park Metro Station.
b. Work with Small Business Development Center to provide support to existing business owners and encourage new entrepreneurs to locate in College Park.	Planning Dept.	Ongoing	Ongoing		See above.

**Action Plan Notes:**

**Goal V: Expand the local economy and tax base.**

**Objective 5: Increase the diversity of available quality housing.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Identify developers to build corridor infill housing consistent with the Route 1 Corridor Sector Plan.	City Council, Planning Dept.	Ongoing	Q4+	Planning Board	Major new housing projects under construction, approved, and/or in approval process.
b. Encourage affordable graduate student housing in University development plans and encourage future developers to set aside a certain percentage of housing for graduate students in other project opportunities.	City Council	Ongoing	Ongoing		

**Action Plan Notes:**

**Goal V: Expand the local economy and tax base.**

**Objective 6: Facilitate development in the College Park Metro Station area.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Work with WMATA on joint development projects.	Planning Dept., City Council	Ongoing	Ongoing	County Council, State Legislation	A new solicitation for the College Park Metro Station will be advertised shortly.
b. Market public property in the Transit District Overlay Zone to the private sector.	Planning Dept.	Q1	Ongoing	UM, WMATA, Prince George's County	WMATA, PGC, and a private developer recently released a joint request for applications to develop approximately 8 acres near the College Park metro station.

**Action Plan Notes:**

**Goal V: Expand the local economy and tax base.**

**Objective 7: Encourage revitalization of the Berwyn Commercial District.**

**Action Recommendations:**

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update
a. Evaluate Berwyn Commercial District zoning and consider expanding usage.	City Council, Planning Dept.	FY 2012	Ongoing	County Council	Proposed changes to the zoning will be part of the Alvin Jenkins settlement.
b. Settle outstanding issues related to the completion of the Berwyn portion of the College Park Trolley Trail.	City Council, City Attorney	Ongoing	Ongoing		A final agreement to resolve these issues is being developed.

**Action Plan Notes:**

# Legislative Update

## LEGISLATIVE INFORMATIONAL REPORT

TO: Mayor and City Council  
FROM: Bill Gardiner, Assistant City Manager *BG*  
THROUGH: Joseph Nagro, City Manager *JN*  
DATE: April 4, 2014  
SUBJECT: State Legislation Update (*Updates since March 28 in italics*)

### City Priority Legislation

**HB1046** City of College Park Employees - Participation in the Employees' Pension System  
*Passed the third reading in both houses and will go to the Governor for signature.*

**HB1057** Prince George's County - University of Maryland, College Park Bus Service -  
Motor Carrier Permit Exemption - Removal of Sunset  
*Passed the third reading in both houses and will go to the Governor for signature.*

**SB0600 (HB0742)** Regional Institution Strategic Enterprise Zone Program  
Budget and Taxation (Senate); Ways and Means (House)

This bill establishes the Regional Institution Strategic Enterprise (RISE) Zone Program, to access institutional assets that have a strong and demonstrated history of commitment to economic development and revitalization in the communities in which they are located. A qualified institution may apply to DBED for designation of an area as a RISE zone. A business entity that locates in a RISE zone is entitled to a local property tax credit, an income tax credit, a special income tax depreciation allowance, and consideration for assistance from the State's economic development and financial assistance programs.

*The House Ways and Means Committee voted out the bill favorable with amendments different from the Senate bill. The House bill passed the second reading on the floor. The main amendments are the following:*

- *Requires joint applications with the county, municipality, or economic development entity of a county.*
- *Requires local government approval of any tax credits on that local government's (county or municipal) taxes*
- *Designates the Zone for five years, with the possibility of a five-year renewal upon request by the original applicants and subject to State approval*
- *Permits the tax increment from development to be used for a tax-increment financing district to pay into a fund and / or to pay off bonds*
- *Establishes the tax credit (if not pledged for bonds or a fund) at 50% for the first year and at least 10% for the following four years, and allows the local governments to increase and extend the credit*

*The House and Senate will appoint members to a conference committee to reach agreement on the legislation. The committee will send a report to be adopted or rejected without amendment by each house. If it is adopted, the bill is voted for final passage by each house. If the report is rejected, the committee could reconvene, or the bill would fail.*