TUESDAY, SEPTEMBER 1, 2015
(COUNCIL CHAMBERS)

7:15 P.M.
CLOSED SESSION
TO DISCUSS A PERSONNEL MATTER

7:30 P.M.
WORKSESSION

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.

CITY MANAGER'S REPORT (including an update on management of school start-up activities)

AMENDMENTS TO THE AGENDA

PROPOSED ITEMS TO GO DIRECTLY TO NEXT WEEK'S AGENDA

PROPOSED CONSENT AGENDA ITEMS

1. Resolution Of The Mayor And Council Of The City Of College Park, Maryland Adopting The Recommendations Of The Advisory Planning Commission Regarding Variance Application Number CPV-2015-04, 4803 Lackawanna Street, College Park, Maryland, Recommending Approval Of Variances From The Prince George's County Zoning Ordinance: Section 27-442(C) Prescribing Maximum Lot Coverage And Section 27-442(E) Prescribing Minimum Front Yard Setback ***(appeal period ends September 1)***

2. 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 A Non-Conforming Use CNU-2015-01 For College Park Wesleyan Church, 4915 Edgewood Road, College Park, Maryland Recommending Approval Of The Request For Certification Of A Non-Conforming Use ***(appeal period ends September 1)***

3. Resolution to dissolve the Farmer's Market Committee – Terry Schum, Director of Planning and Steve Beavers, Community Development Coordinator

4. Resolution to dissolve the Sustainable Maryland Certified Green Team – Terry Schum, Director of Planning and Steve Beavers, Community Development Coordinator

5. Fall Field Use Requests from College Park Boys and Girls Club for use of Duvall and Calvert Road Fields - Bob Ryan, Director of Public Services

6. Sunday Field Use Request for Duvall Field from Berwyn Baptist Church - Bob Ryan, Director of Public Services

7. Sunday Field Use Request for Duvall Field from Open Bible Deaf Church – Bob Ryan, Director of Public Services

WORKSESSION DISCUSSION ITEMS

8. Request to park a prohibited vehicle (trailer) on Kenesaw Street – Jim Miller, Parking Enforcement Manager

9. Proposal for an Arts and Entertainment District on the Route 1 Corridor in College Park - Dr. Sheri Parks, Associate Dean, UMD College of Arts & Humanities

10. Discussion of BOLC Special Sunday Off-Sale permits for Town Hall and College Park Liquors – Bob Ryan, Director of Public Services

11. Proposed commuter shuttle bus service – request of Councilmember Mitchell

12. Award of Contract for Bikeshare – Terry Schum, Director of Planning

13. Approval of 2015 Jack Perry Award recipient (***Special Session)*** – Janeen Miller, City Clerk

14. Renewal of MOU with University of Maryland Department of Transportation Services for resident and College Park employee ridership of Shuttle-UM – Bill Gardiner, Assistant City Manager

15. Appointments to Boards and Committees

STATUS/REVIEW OF PENDING AGENDA ITEMS

COUNCIL COMMENTS

INFORMATION/STATUS REPORTS (For Council Review)

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

1

CPV-2015-04
4803 Lackawanna Street

RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND ADOPTING THE RECOMMENDATIONS OF THE ADVISORY PLANNING COMMISSION REGARDING VARIANCE APPLICATION NUMBER CPV-2015-04, 4803 LACKAWANNA STREET, COLLEGE PARK, MARYLAND, RECOMMENDING APPROVAL OF VARIANCES FROM THE PRINCE GEORGE'S COUNTY ZONING ORDINANCE: SECTION 27-442(C) PRESCRIBING MAXIMUM LOT COVERAGE AND SECTION 27-442(E) PRESCRIBING MINIMUM FRONT YARD SETBACK

WHEREAS, the City of College Park, Maryland (hereinafter, the "City") has, pursuant to §190-1 *et seq.*, and in accordance with Section 27-924 of the Prince George's County Zoning Ordinance (hereinafter, "Zoning Ordinance"), enacted procedural regulations governing any or all of the following: departures from design and landscaping standards, parking and loading standards, sign design standards, and variances for lot size, setback, and similar requirements for land within the corporate boundaries of the City, alternative compliance from landscaping requirements, certification, revocation, and revision of nonconforming uses, and minor changes to approved special exceptions; and

WHEREAS, the City is authorized by the Ordinance to grant an application for a waiver or variance for lot size, setback, and similar requirements where, by reason of exceptional narrowness, shallowness, shape, topography, or other extraordinary situation or condition of the specific parcel of property, the strict application of the Zoning Ordinance would result in peculiar and unusual practical difficulties or an exceptional or undue hardship upon the owner of the property, and a variance can be granted without substantial impairment of the intent, purpose and integrity of the General Plan or Master Plan; and

WHEREAS, Section 27-422 (c), Table II, of the Prince George's County Zoning Ordinance prescribes a maximum lot coverage of 30% in the R-55 zoning district; and

WHEREAS, Section 27-442(e), Table IV of the Prince George's County Zoning Ordinance prescribes a minimum front yard setback of 25 feet in the R-55 zoning district; and

WHEREAS, the Advisory Planning Commission (hereinafter "APC") is authorized by §190-3 of the City Code to hear requests for variances from the terms of the Zoning Ordinance with respect to lot size, setback, and other requirements from which a variance may be granted by the Prince George's County Board of Appeals, including variances from Section 27-442(c) of the Prince George's County Zoning Ordinance, and to make recommendations to the Mayor and Council in connection therewith; and

WHEREAS, on May 27, 2015, Robert and Belkis Dubman (hereinafter, the "Applicants"), submitted an application for variances from Prince George's County Zoning Ordinance, Section 27-442 (c), Table II, and Section 27-442 (e) to permit the applicant to expand a covered porch at the premises known as 4803 Lackawanna Street, College Park, Maryland (the "Property"); and

WHEREAS, on August 6, 2015**,** the APC conducted a hearing on the merits of the application, at which time the APC heard testimony and accepted evidence, including the staff report and Exhibits 1 – 5 with respect to whether the subject application meets the standards for granting variances set forth in the Ordinance.

WHEREAS, based upon the evidence and testimony presented, the APC voted 5-0-0 to recommend that the variances be granted; and

WHEREAS, the Mayor and Council are authorized by §190-6 to accept or deny the recommendation of the APC with respect to variance requests; and

WHEREAS, the Mayor and Council have reviewed the recommendation of the APC as to the Application and in particular have reviewed the APC's findings of fact and conclusions of law; and

WHEREAS, no exceptions have been filed; and

WHEREAS, the Mayor and Council are in agreement with and hereby adopt the findings of fact and conclusions of law of the APC as to the Application as follows:

Section 1. Findings of Fact

1.1 The property is located at 4803 Lackawanna Street in the Hollywood subdivision. The property is zoned R-55.

1.2 The property is rectangular in shape with an area of 8,000 square feet (64-feet by 125-feet).

1.3 The property is improved with a 1,112 square foot, 1.5-story, frame, single-family house.

1.4 The subject house was constructed in 1940 and includes an existing front stoop and steps.

1.5 A driveway and detached garage were built in about 1945 by the original owner in such a manner that they are not aligned. Access to the garage required the driveway to be wider across the rear of the property behind the existing dwelling. The resulting driveway covers 1325 square feet.

1.6 The existing lot coverage exceeds the maximum permitted lot coverage by 544 square feet.

1.7 Front and side porches are characteristic of the neighborhood.

Section 2 Conclusions of Law

The Mayor and Council make the following conclusions of law with regard to CPV-2015-04, for the following Variances from the Prince George's County Zoning Ordinance: Section 27-442(c) prescribing maximum lot coverage, and Section 27-442(e) prescribing minimum front yard setback:

2.1 The property has extraordinary situations. Regarding the lot coverage variance, the existing house, driveway and garage were built before current zoning regulations and currently exceed lot coverage, see 1.6. The driveway is 75- feet long in order to reach the detached 704-square foot garage in the rear yard. As for the front yard setback variance, there is an existing 5-foot deep front stoop. Columns are needed for support of the new covered porch That would encroach on the walkable and usable walk space if the width remains 5 foot deep.

2.2 The strict application of the County Zoning Ordinance will result in practical difficulty upon the property owner. The existing front stoop is exceptionally small and cannot be reasonably enlarged without further exceeding lot coverage requirements. Connecting the front porch to the existing driveway will protect the owners from hazardous weather conditions which are a concern to them as they enter retirement. The additional one foot width of the covered porch will facilitate the new construction and provide the same usable walk space width of the stoop of 5 feet. A smaller porch would significantly impair the use.

2.3 Granting the variances requested will not impair the intent and purpose of the applicable County General Plan or County Master Plan, because the proposed porch size and location is not out of character with the neighborhood and the requested setback variance of one foot is nominal.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of College Park, Maryland to approve CPV-2015-04,and grant an 8% (640 square feet) variance from lot coverage and a one-foot variance from the front yard setback requirement.

ADOPTED, by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the 8th day of September 2015**.**

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

2

CNU-2015-01 College Park Wesleyan Church, 4915 Edgewood Road

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 A NON-CONFORMING USE CNU-2015-01 FOR COLLEGE PARK WESLEYAN CHURCH, 4915 EDGEWOOD ROAD, COLLEGE PARK, MARYLAND RECOMMENDING APPROVAL OF THE REQUEST FOR CERTIFICATION OF A NON-CONFORMING USE

WHEREAS, the City of College Park, Maryland (hereinafter, the "City") has, pursuant to §190-1 *et seq.*, and in accordance with Section 27-924 of the Prince George's County Zoning Ordinance (hereinafter, "Zoning Ordinance"), enacted procedural regulations governing any or all of the following: departures from design and landscaping standards, parking and loading standards, sign design standards, and variances for lot size, setback, and similar requirements for land within the corporate boundaries of the City, alternative compliance from landscaping requirements, certification, revocation, and revision of nonconforming uses, and minor changes to approved special exceptions; and

WHEREAS, Maryland Code, Article 28, Section 8-112.4(b)(1)(vi) states that the Prince George's County District Council may provide that the governing body of a municipal corporation may exercise the powers of the district council in regard to certification, revocation and revision of nonconforming uses; and

WHEREAS, pursuant to Section 190-11(B) of the Code of the City of College Park (the "City Code") the Advisory Planning Commission ("APC") is authorized to consider requests for certifications of nonconforming uses, and when appropriate to hold hearings thereon, and to make recommendations to the City Council in connection therewith; and

WHEREAS, Prince George's County Code Section 27-107.01 (166) provides that a "Nonconforming Use" is the use of any building, structure or land which is not in conformance with the requirement of the zone in which it is located, provided that the requirement was adopted after the use was lawfully established or the use was established after the requirement was adopted and the District Council has validated a building, use and occupancy or sign permit issued for it in error; and

WHEREAS, a nonconforming use may be certified if the use has not ceased to operate for more than 180 consecutive calendar days between the time the use became nonconforming and the date when the application is submitted, or based upon a finding that conditions of nonoperation for more than 180 consecutive calendar days were beyond the applicant's control and/or owner's control, were for the purpose of correcting code violations or were due to the seasonal nature of the use; and

WHEREAS, a nonconforming use certification requires submission of documentary evidence showing the following: the commencement date and continuous existence of the nonconforming use; specific data showing the exact nature, size and location of the building, structure or use; a legal description of the property; the precise location and limits of the use on the property and

within any building it occupies; and if the applicant possesses a copy of a valid use and occupancy permit issued for the use prior to the date upon which it became a nonconforming use; and

WHEREAS, if a copy of a valid use and occupancy permit is submitted with the application and a request is not submitted to the Commission to conduct a public hearing, and, if based upon the documentary evidence, the Commission is satisfied as to the commencement date and continuity of the nonconforming use, the Commission shall recommend certification of the use as nonconforming for the purpose of issuing a new use and occupancy permit identifying the use as nonconforming; and

WHEREAS, if a copy of a valid use and occupancy permit is not submitted with the application, if the documentary evidence submitted is not satisfactory to the Commission to prove the commencement date or continuity of the use, or if a public hearing has been requested by any party of interest challenging the commencing date and/or continuity of the use, the Commission shall conduct a public hearing on the application for the purpose of determining whether the use should be certified as nonconforming; and

WHEREAS, the Mayor and Council are authorized by the Ordinance to accept or deny the recommendations of the APC with respect to Certification of Non-Conforming Use requests; and

WHEREAS, on June 18, 2015, Glenn J. Johnson, Trustee, representing the College Park Wesleyan Church (hereinafter, the "Applicant"), submitted a request for certification of a nonconforming use for a church located at 4915 Edgewood Road, College Park, Maryland (the "Property"); and

WHEREAS, a copy of a valid use and occupancy permit was not submitted to prove the use was lawfully established, therefore, the Commission conducted a public hearing for the purpose of determining whether the use shall be certified nonconforming; and

WHEREAS, on August 6, 2015**,** the APC conducted a hearing on the merits of the application, at which time the APC heard testimony and accepted evidence, including the staff report with Exhibits 1 – 6 and the PowerPoint Presentation with respect to whether the subject application meets the standards for granting a variance set forth in the Ordinance.

WHEREAS, based upon the evidence and testimony presented, the APC voted 5-0-0 to recommend that the variance be granted; and

WHEREAS, the Mayor and Council have reviewed the recommendation of the APC as to the Application and in particular have reviewed the APC's findings of fact and conclusions of law; and

WHEREAS, no exceptions have been filed; and

WHEREAS, the Mayor and Council are in agreement with and hereby adopt the findings of fact and conclusions of law of the APC as to the Application as follows:

Section 1. Findings of Fact

1.1 The subject site, known as College Park Wesleyan Church, is located at 4915 Edgewood Road, west of the intersection with Rhode Island Avenue.

1.2 The building became nonconforming on August 30, 1993 when the County adopted an ordinance requiring a Special Exception for a church under certain circumstances, in this case, for churches located on a lot less than 1 acre in size.

1.3 A valid Use and Occupancy permit issued prior to the date of nonconformance was not submitted with the application. The site was posted for a Public Hearing with the required sign and written notice was mailed to all persons of record.

1.4 The Applicant submitted a variety of material to indicate continuous use since the church became nonconforming in 1993 such as: deeds of trust, communication from the local government, a program from the 50th anniversary of the church at this location, letter from the water and sewer company indicating no record of water service interruption, and affidavits from members.

1.5 The APC concluded that the date the use commenced should be established as 1954.

1.6 No one testified in opposition to the request for certification.

Section 2 Conclusions of Law

The Mayor and Council make the following conclusions of law with regard to CNU-2015-01, A Request for Certification of Nonconforming Use:

2.1 Based on a preponderance of the documentary evidence submitted including deeds, records from the local government, a letter from the water and sewer company and affidavits from church members, the church was established in 1954, and has been continuously operated with no break in operation for more than 180 days since the use became nonconforming on August 30, 1993.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of College Park, Maryland that the findings of fact and conclusions of law of the APC are hereby adopted and approval of Certification of Nonconforming Use as nonconforming and not illegal. The Mayor and Council recommend that a new Use and Occupancy Permit be issued to the current owner subject to the following conditions:

Prior to certification of the site plan, the applicant shall revise the site plan to:

a. Provide an as-built site plan that is in accordance with Section 27-254 of the Prince George's County Zoning Ordinance.
b. Indicate that there are 26 parking spaces including three (3) designated for handicapped accessibility.
c. Include a note stating the date of construction as 1954.

d. Include a note stating the use of the building as a church and the number of seats as 288 (24 pews each holding 12 seats).
e. Include a table showing the required zoning regulations and site compliance.

ADOPTED, by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the 8th day of September 2015**.**

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

3

Resolution to Dissolve the Farmer's Market Committee

MEMORANDUM

TO: Joseph L. Nagro, City Manager

THROUGH: Terry Schum, Director of Planning, Community and Economic Development tas

FROM: Steve Beavers, Community Development Coordinator

DATE: August 28, 2015

SUBJECT: Resolution to Dissolve the Sustainable Maryland Green Team and the Farmer's Market Committee

ISSUE:

The Sustainable Maryland Green Team (SMGT) and the Farmer's Market Committee (FMC) have fulfilled their respective charters and should be dissolved.

SUMMARY:

The SMGT has achieved its goal of obtaining Sustainable Maryland Certification for the City. The downtown farmers market has enjoyed 3 successful seasons and is now well-established.

Based on discussion at the Council worksession of March 17, 2015, staff was directed to draft a resolution to officially dissolve the SMGT and FMC since both have achieved their intended purposes.

RECOMMENDATION:
Staff recommends that Council vote to adopt the attached resolutions to dissolve the SMGT and the FMC. Staff suggests that they be placed on the consent agenda.

ATTACHMENTS:
1. Resolution to dissolve the SMGT
2. Resolution to dissolve the FMC

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND TO DISSOLVE THE FARMERS MARKET COMMITTEE

WHEREAS, On April 10, 2012 the College Park City Council adopted Resolution 12-R-07 establishing the Farmers Market Committee; and

WHEREAS, the Farmers Market Committee helped to implement a successful farmers market in downtown College Park; and

WHEREAS, the downtown farmers market is now well established and thriving; and

WHEREAS, City staff serve the role of market oversight in conjunction with a contracted market master; and

WHEREAS, the purpose and charge of the committee has been fulfilled; and

WHEREAS, the three-year term of all members has expired.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park, Maryland, that the Farmers Market Committee be, and it is hereby, dissolved.

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

EFFECTIVE the _____ day of _____, 2015

WITNESS:

_____
Janeen S. Miller, City Clerk

THE CITY OF COLLEGE PARK, MARYLAND

_____
Andrew M. Fellows, Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

_____
Suellen M. Ferguson, City Attorney

4

Resolution to dissolve the Sustainable Maryland Certified Green Team

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND TO DISSOLVE THE SUSTAINABLE MARYLAND CERTIFIED GREEN TEAM

WHEREAS, on August 9, 2011 the College Park City Council adopted Resolution 11-R-14 supporting participation in the Sustainable Maryland Certification (SMC) Program; and

WHEREAS, on March 13, 2012 the College Park City Council adopted Resolution 12-R-06 establishing the Sustainable Maryland Certified Green Team (SMCGT); and

WHEREAS, the formation of the SMCGT was a requirement of participation in the SMC Program; and

WHEREAS, the SMCGT was charged with preparing a three-year action plan and submitting appropriate documentation to achieve certification in the SMC Program; and

WHEREAS, the City completed sufficient actions and submitted appropriate documentation and was honored to receive Sustainable Maryland Certification in June, 2013; and

WHEREAS, Resolution 12-R-06 of the College Park City Council mandated that the SMCGT shall be discharged when Sustainable Maryland Certification is obtained by the City of College Park.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park, Maryland that the Sustainable Maryland Certified Green Team be, and it is hereby, dissolved.

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

EFFECTIVE the _____ day of _____, 2015.

WITNESS:

_____

Janeen S. Miller, CMC, City Clerk

THE CITY OF COLLEGE PARK, MARYLAND

_____

Andrew M. Fellows, Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

_____

Suellen M. Ferguson, City Attorney

5

Fall Field Use Requests from College Park Boys and Girls Club

MEMORANDUM

TO: Mayor and Council

THROUGH: Joseph Nagro, City Manager

FROM: Robert W. Ryan, Director of Public Services

DATE: August 28, 2015

SUBJECT: Field Use Requests – College Park Boys & Girls Club

ISSUE

The College Park Boys and Girls Club (CPB&GC) has submitted Summer/Fall field use applications for Duvall and Calvert Road Fields. These were submissions were received electronically by Public Services staff between August 16th and 24th. Council approval is required.

SUMMARY

The attached four (4) field use requests were submitted by the CPB&GC after the August meetings of the Recreation Board and the City Council. These annual applications are routinely approved by the City Council after recommendations are made by the Recreation Board. Contingent approval was granted by the City Manager to allow use of the fields before the September Council worksession, pending official final Council and Recreation Board approval.

The CPB&GC has been advised to review the City's field use guidelines, and submit their annual applications according to the schedule contained in the guidelines.

RECOMMENDATION

Staff recommends that the Council place these applications on their consent agenda for approval.

Attachments:

1. Duvall Field Use Application for Lacrosse Scrimmages to be held on 08/22 & 09/09
2. Duvall Field Use Application for Lacrosse Practice & Scrimmages from 08/24 through 11/8
3. Duvall Field Use Application for Soccer practice from 08/24 through 11/30
4. Calvert Hills Field Use Application for Soccer practice for ages 5-11 from 08/31 through 11/30

Field Use Reservation Application

Complete both pages and Submit to: publicservices@collegeparkmd.gov

Select One: ☐ *Calvert Hills Playground (Youth field – groups must be 13 and under)* ☒ *Duvall Field*

Date of Application: 18 AUG 15

Name of Organization: CP Boys + Girls Club

Is this Organization: City-Based Youth ☒ Yes ☐ No City Headquartered ☒ Yes ☐ No

Contact Name(s): Mary Lintner

Mailing Address: 5030 Laguna Rd College Park Md 20740

Email Address: Mary.Lintner@aol.com

Day Phone: _____ Evening Phone: _____ Cell Phone: 301 335 3106

Description of Activity/Event: Lacrosse Scrimmage

Sports ☐ Baseball ☐ Football ☒ Lacrosse ☐ Softball ☐ T-ball ☐ _____

Expected Number of Participants 100 Age Range 5-14

Additional Requirements: ☒ Toilets ☐ Lights ☐ Concession Stand

Date(s) Requested: August 22 + September 9th 6-8 pm

See Facilities Rules and Regulations for acceptable times and age group

Day(s) of Week Requested: ☐ Sun. ☐ Mon. ☐ Tues. ☐ Wed. ☐ Thurs. ☐ Fri. ☒ Sat.

Time(s) Requested 6 ☐ a.m. ☒ p.m. UNTIL 8 ☐ a.m. or ☒ p.m.

Are you collecting a fee? ☒ Yes ☐ No If yes, Purpose: registration

✓ I hereby confirm that I have received and read the City Recreation Facilities Rules and Regulations.

✓ Organization's Proof of Adequate Minimum Liability Insurance as required under Section IV, Item 5 is attached hereto

n addition, applicant/organization agrees to indemnify and hold harmless the City from and against all actions, liability, claims, suits lamages, cost or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reaso f or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of o ailure to perform any of his/her obligations under the terms of this application/permit.

Recommendations and Notifications

Recreation Board ☒ Approve Fee Waived ☐ Approve with Fee of $_____ ☐ Denied

Comments: Received after Rec Bd & Council August meetings - will confirm w/ Rec. Sept. mtgs.

Pub. Svcs Director Concur ☒ Yes ☐ No

Comments: 20 Aug 15 - Approved to begin as scheduled w/ subsequent confirmation

City Manager Concur ☐ Yes ☐ No

Comments

Mayor and Council Concur ☐ Yes ☐ No FOR 8 SEPT. 15 CONSENT

Comments:

Waiver of Fees – the Council may vote to waive user fees, in whole or in part, upon recommendation of the Recreation Board. When considering whether to recommend or grant a full or partial waiver of user fees.

Please describe how your organization meets any of the following criteria:

a. The level of use that is involved with the activity, including wear and tear on the facility;

Normal wear and tear; children running with cleats

b. The level of involvement by College Park residents in the activity;

College Park resident coach's and kids 70%

c. The community benefit that may result from the activity, for example, recreational opportunities for youth or seniors;

The benefit is the use of DuVall Field, kids playing a structured activity.

d. Volunteer services that the user provides to the City or its residents;

CPBGC is a volunteer organization

e. Assistance to be provided by the user for maintenance of the recreational facility; and

anything you need!

f. Whether user activities promote the interests of the College Park community.

absolutely

Field Use Reservation Application

Complete both pages and Submit to: publicservices@collegeparkmd.gov

Select One: ☐ *Calvert Hills Playground (Youth field – groups must be 13 and under)* ☒ *Duvall Field*

Date of Application: 18 AUG 15

Name of Organization: CP Boys + Girls Club

Is this Organization: City-Based Youth ☒ Yes ☐ No City Headquartered ☒ Yes ☐ No

Contact Name(s): Mary Lintner

Mailing Address: 5030 Laguna Rd College Park Md 20740

Email Address: Mary.Lintner@aol.com

Day Phone: _____ Evening Phone: _____ Cell Phone: 3013353106

Description of Activity/Event: Lacrosse practice / scrimmage

Sports ☐ Baseball ☐ Football ☒ Lacrosse ☐ Softball ☐ T-ball ☐ _____

Expected Number of Participants 100 Age Range 5 – 14

Additional Requirements: ☒ Toilets ☒ Lights ☐ Concession Stand

Date(s) Requested: Starting 8/24 – 11/8

See Facilities Rules and Regulations for acceptable times and age group

Day(s) of Week Requested: ☐ Sun. ☒ Mon. ☐ Tues. ☐ Wed. ☐ Thurs. ☒ Fri. ☐ Sat.

Time(s) Requested 6 ☐ a.m. ☒ p.m. UNTIL 8 ☐ a.m. or ☒ p.m.

Are you collecting a fee? ☒ Yes ☐ No If yes, Purpose: registration fee

✓ I hereby confirm that I have received and read the City Recreation Facilities Rules and Regulations.

✓ Organization's Proof of Adequate Minimum Liability Insurance as required under Section IV, Item 5 is attached hereto

In addition, applicant/organization agrees to indemnify and hold harmless the City from and against all actions, liability, claims, suits damages, cost or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of or failure to perform any of his/her obligations under the terms of this application/permit.

Recommendations and Notifications

Recreation Board ☒ Approve Fee Waived ☐ Approve with Fee of $_____ ☐ Denied

Comments: Received after Rec Bd & Council Aug meetings - will confirm w/ each @ Sept. meetings

Pub. Svcs Director Concur ☒ Yes ☐ No

Comments: mw 20 Aug 15 - Approved to begin as scheduled w/ subsequent confirmation

City Manager Concur ☐ Yes ☐ No

Comments

Mayor and Council Concur ☐ Yes ☐ No FOR 8 SEPT 15 CONSENT

Comments:

Field Use Reservation Application

Complete both pages and Submit to: publicservices@collegeparkmd.gov

Select One: ☐ *Calvert Hills Playground (Youth field – groups must be 13 and under)* ☒ *Duvall Field*

Date of Application: 18 AUG 15

Name of Organization: CP Boys + Girls Club

Is this Organization: City-Based Youth ☒ Yes ☐ No City Headquartered ☒ Yes ☐ No

Contact Name(s): Mary Lintner

Mailing Address: 5030 Laguna Rd College Park Md 20740

Email Address: Mary.Lintner@aol.com

Day Phone: _____ Evening Phone: _____ Cell Phone: 301 335 3106

Description of Activity/Event: Lacrosse Scrimmage

Sports ☐ Baseball ☐ Football ☒ Lacrosse ☐ Softball ☐ T-ball ☐ _____

Expected Number of Participants 100 Age Range 5-14

Additional Requirements: ☒ Toilets ☐ Lights ☐ Concession Stand

Date(s) Requested: August 22 + September 9th 6-8 pm

See Facilities Rules and Regulations for acceptable times and age group

Day(s) of Week Requested: ☐ Sun. ☐ Mon. ☐ Tues. ☐ Wed. ☐ Thurs. ☐ Fri. ☒ Sat.

Time(s) Requested 6 ☐ a.m. ☒ p.m. UNTIL 8 ☐ a.m. or ☒ p.m.

Are you collecting a fee? ☒ Yes ☐ No If yes, Purpose: registration

✓ I hereby confirm that I have received and read the City Recreation Facilities Rules and Regulations.

✓ Organization's Proof of Adequate Minimum Liability Insurance as required under Section IV, Item 5 is attached hereto

In addition, applicant/organization agrees to indemnify and hold harmless the City from and against all actions, liability, claims, suits damages, cost or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of or failure to perform any of his/her obligations under the terms of this application/permit.

Recommendations and Notifications

Recreation Board ☒ Approve Fee Waived ☐ Approve with Fee of $_____ ☐ Denied

Comments: Received after Rec Bd & Council August meetings - will confirm w/ Rec Sept. mtgs.

Pub. Svcs Director Concur ☒ Yes ☐ No

Comments: 20 Aug 15 - Approved to begin as scheduled w/ subsequent confirmation

City Manager Concur ☐ Yes ☐ No

Comments

Mayor and Council Concur ☐ Yes ☐ No FOR 8 SEPT. 15 CONSENT

Comments:

Field Use Reservation Application

Complete both pages and Submit to: publicservices@collegeparkmd.gov

Select One: ☐ Calvert Hills Playground (Youth field – groups must be 13 and under) ☒ Duvall Field

Date of Application: 21 AUG 15

Name of Organization: College Park Boys + Girls Club

Is this Organization: City-Based Youth ☒ Yes ☐ No City Headquartered ☒ Yes ☐ No

Contact Name(s): Mary Lintner

Mailing Address: 5030 Laguna Rd College Park Md 20740

Email Address: Mary.lintner@aol.com

Day Phone: _____ Evening Phone: _____ Cell Phone: 3013353106

Description of Activity/Event: Soccer Practice / Scrimmages

Sports ☐ Baseball ☐ Football ☐ Lacrosse ☒ Softball ☐ T-ball ☐ _____

Expected Number of Participants 150 + Age Range 5 - 16

Additional Requirements: ☒ Toilets ☒ Lights ☐ Concession Stand

Date(s) Requested: Aug 24 - Nov 30

See Facilities Rules and Regulations for acceptable times and age group

Day(s) of Week Requested: ☐ Sun. ☐ Mon. ☒ Tues. ☒ Wed. ☒ Thurs. ☐ Fri. ☐ Sat.

Time(s) Requested 5:00 ☐ a.m. ☒ p.m. UNTIL 9:00 ☐ a.m. or ☒ p.m.

Are you collecting a fee? ☒ Yes ☐ No If yes, Purpose: registration fee

X I hereby confirm that I have received and read the City Recreation Facilities Rules and Regulations.

__ Organization's Proof of Adequate Minimum Liability Insurance as required under Section IV, Item 5 is attached hereto

In addition, applicant/organization agrees to indemnify and hold harmless the City from and against all actions, liability, claims, suits damages, cost or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reaso of or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of o failure to perform any of his/her obligations under the terms of this application/permit.

Recommendations and Notifications

Recreation Board ☒ Approve Fee Waived ☐ Approve with Fee of $_____ ☐ Denied

Comments: Received after Recreation Board & Council August meetings - will confirm w/Jack @ Sept mtgs.

Pub. Svcs Director Concur ☒ Yes ☐ No

Comments: MK 21 Aug 15 - Approved to begin as scheduled w/ subsequent confirmation

City Manager Concur ☒ Yes ☐ No

Comments: M. May - Subject to M&C Approval @ 9/8/15 mtg.

Mayor and Council Concur ☐ Yes ☐ No FOR 8 SEPT. 15 CONSENT

Comments:

Waiver of Fees – the Council may vote to waive user fees, in whole or in part, upon recommendation of the Recreation Board. When considering whether to recommend or grant a full or partial waiver of user fees.

Please describe how your organization meets any of the following criteria:

a. The level of use that is involved with the activity, including wear and tear on the facility;

normal wear + tear for soccer

b. The level of involvement by College Park residents in the activity;

College Park kids + coach's

c. The community benefit that may result from the activity, for example, recreational opportunities for youth or seniors;

youth playing soccer
seniors coaching

d. Volunteer services that the user provides to the City or its residents;

volunteer organization

e. Assistance to be provided by the user for maintenance of the recreational facility; and

whatever is needed.

f. Whether user activities promote the interests of the College Park community.

hoping!

Field Use Reservation Application

Complete both pages and Submit to: publicservices@collegeparkmd.gov

Select One: ☒ *Calvert Hills Playground (Youth field – groups must be 13 and under)* ☐ *Duvall Field*

Date of Application: 24 Aug 15

Name of Organization: College Park Boys + Girls Club

Is this Organization: City-Based Youth ☒ Yes ☐ No City Headquartered ☒ Yes ☐ No

Contact Name(s): Mary Lintner

Mailing Address: 5030 Laguna Rd College Park Md 20740

Email Address: Mary.Lintner@aol.com

Day Phone: _____ Evening Phone: _____ Cell Phone: 3013353106

Description of Activity/Event: Soccer practice

Sports ☐ Baseball ☐ Football ☐ Lacrosse ☐ Softball ☐ T-ball ☐ Soccer

Expected Number of Participants 40 Age Range: 5 - 11

Additional Requirements: ☐ Toilets ☐ Lights ☐ Concession Stand

Date(s) Requested: Aug 31 - NOV 30, 2015

See Facilities Rules and Regulations for acceptable times and age group

Day(s) of Week Requested: ☐ Sun. ☒ Mon. ☒ Tues. ☒ Wed. ☒ Thurs. ☒ Fri. ☐ Sat.

Time(s) Requested 5 ☐ a.m. ☒ p.m. UNTIL 9 ☐ a.m. or ☒ p.m.

Are you collecting a fee? ☒ Yes ☐ No If yes, Purpose: registration

✓ I hereby confirm that I have received and read the City Recreation Facilities Rules and Regulations.

✓ Organization's Proof of Adequate Minimum Liability Insurance as required under Section IV, Item 5 is attached hereto

In addition, applicant/organization agrees to indemnify and hold harmless the City from and against all actions, liability, claims, suits, damages, cost or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of or failure to perform any of his/her obligations under the terms of this application/permit.

Recommendations and Notifications

Recreation Board ☒ Approve Fee Waived ☐ Approve with Fee of $_____ ☐ Denied

Comments: Received after Rec Bd + Council August meetings - will confirm in Sept. mtgs

Pub. Svcs Director Concur ☒ Yes ☐ No

Comments: 24 Aug 15 - Approved to begin as scheduled w/ subsequent confirmation

City Manager Concur ☒ Yes ☐ No

Comments: Subject To approval 8 M+C. 9/8/15

Mayor and Council Concur ☐ Yes ☐ No

Comments: FOR 8 SEPT 15 CONSENT

Waiver of Fees – the Council may vote to waive user fees, in whole or in part, upon recommendation of the Recreation Board. When considering whether to recommend or grant a full or partial waiver of user fees.

Please describe how your organization meets any of the following criteria:

a. The level of use that is involved with the activity, including wear and tear on the facility;

normal wear, young kids playing soccer

b. The level of involvement by College Park residents in the activity;

College Park kids, College Park Coach's

c. The community benefit that may result from the activity, for example, recreational opportunities for youth or seniors;

Kids running, Adults coaching

d. Volunteer services that the user provides to the City or its residents;

Volunteer organization

e. Assistance to be provided by the user for maintenance of the recreational facility; and

please let us know what we can do!

f. Whether user activities promote the interests of the College Park community.

I hope so!

6

Field Use Request from Berwyn Baptist Church

MEMORANDUM

TO: Mayor and City Council

THROUGH: Joseph Nagro, City Manager

FROM: Robert W. Ryan, Public Services Director

DATE: August 28, 2015

SUBJECT: Field Use Request – Berwyn Baptist Church

ISSUE

The Berwyn Baptist Church has requested an additional date for a series of Sunday afternoon events to be held at the City's Duvall Field. City Council approved a request at its April 14, 2015 meeting for September 27, October 4th and 11th.

The group is now requesting Sunday, September 20th for the same hours.

SUMMARY

This request is similar to past requests approved by the Council.

RECOMMENDATION

It is recommended that the Council place this request on the consent agenda and approve this amended application.

Field Use Reservation Application

Complete both pages and Submit to: publicservices@collegeparkmd.gov V-b V-d,e,f

Select One: ☐ Calvert Hills Playground (Youth field – groups must be 13 and under) ☒ Duvall Field

Date of Application: March 18, 2015

Name of Organization: Berwyn Baptist Church

Is this Organization: City-Based Youth ☐ Yes ☐ No City Headquartered ☒ Yes ☐ No

Contact Name(s): Betty Phelps / Anita Hanna

Mailing Address: 4720 Cherokee Street, College Park, MD 20740

Email Address: Betty.Phelps1@verizon.net / AHANNA77@COMCAST.NET

Day Phone: Betty 301.459.4072 Church ↳ Evening 301.439.9435 ↳ Anita Evening Phone: 301-474-7117 Cell Phone: 301.466.0222 (Betty) 301.351.7683 (Anita)

Description of Activity/Event: Game Time for Children (AWANA Group)

Sports ☐ Baseball ☐ Football ☐ Lacrosse ☐ Softball ☐ T-ball ☒ General Games: Soccer, Kickball,

Expected Number of Participants 20-30 Age Range: Kindergarten - 7th Grade

Additional Requirements: ☒ Toilets ☐ Lights ☐ Concession Stand

Date(s) Requested: April 19, 2015 & Sept 27, Oct 4. & Oct 11, 2015

See Facilities Rules and Regulations for acceptable times and age group

Day(s) of Week Requested: ☒ Sun. ☐ Mon. ☐ Tues. ☐ Wed. ☐ Thurs. ☐ Fri. ☐ Sat.

Time(s) Requested 445 ☐ a.m. ☒ p.m. UNTIL 6pm ☐ a.m. or ☒ p.m.

Are you collecting a fee? ☒ Yes ☐ No If yes, Purpose: 50¢/week to help defray expenses

☒ I hereby confirm that I have received and read the City Recreation Facilities Rules and Regulations.

☒ Organization's Proof of Adequate Minimum Liability Insurance as required under Section IV, Item 5 is attached hereto

In addition, applicant/organization agrees to indemnify and hold harmless the City from and against all actions, liability, claims, suits, damages, cost or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of or failure to perform any of his/her obligations under the terms of this application/permit.

Recommendations and Notifications

Recreation Board ☑ Approve Fee Waived ☐ Approve with Fee of $____ ☐ Denied

Comments: 9/27, 10/4 and 10/11 Only; 4/19 Denied.

Pub. Svcs Director Concur ☑ Yes ☐ No

Comments:

City Manager Concur ☐ Yes ☐ No

Comments

Mayor and Council Concur ☐ Yes ☐ No

Comments:

April 19, 2015: Reserved for CP Boys and Girls Club.

Waiver of Fees -- the Council may vote to waive user fees, in whole or in part, upon recommendation of the Recreation Board. When considering whether to recommend or grant a full or partial waiver of user fees.

Please describe how your organization meets any of the following criteria:

a. The level of use that is involved with the activity, including wear and tear on the facility;

General games on 4 Sundays in the year - weather permitting - for children Kind-7th grade. LIMITED wear & tear expected.

b. The level of involvement by College Park residents in the activity;

A majority of the participants will be children living in College Park, MD.

c. The community benefit that may result from the activity, for example, recreational opportunities for youth or seniors;

All college park residents ages 5-12 may participate in this activity.

d. Volunteer services that the user provides to the City or its residents;

Youth may receive service hours for school.

e. Assistance to be provided by the user for maintenance of the recreational facility; and

f. Whether user activities promote the interests of the College Park community.

Activities promote recreational opportunities for children and a safe environment for families to bring their children for spiritual growth.

7

Field Use Request from Open Bible Deaf Church

MEMORANDUM

TO: Mayor and City Council

THROUGH: Joseph Nagro, City Manager

FROM: Robert W. Ryan, Public Services Director

DATE: August 28, 2015

SUBJECT: Field Use Request – The Open Bible Deaf Church

ISSUE

The Open Bible Deaf Church has submitted an application for use of Duvall Field on Saturday, September 12, 2015. The application was received electronically by the Department of Public Services. The attached application was reviewed by the Recreation Board. It was discussed at its regular July meeting however there was no quorum and applicant was offered alternative dates.

SUMMARY

The Open Bible Deaf Church at Berwyn Baptist Church amended their request. They are requesting use of the parking area and the rest rooms on Saturday, September 12, 2015 from 8:00 a.m. until 2:00 p.m. to conduct a yard sale as a church fund raiser. This request is similar to past requests approved by the Council.

RECOMMENDATION

It is recommended that the Council place this request on the consent agenda and approve this amended application.

Draft Minutes
City of College Park
Recreation Board Meeting
Monday, ~~June 1~~, JULY 6, 2015 - 6:30 p.m.
College Park Community Center
5051 Pierce Avenue

Members	Present	Absent
Jazs Araghi	X	
Alan Bradford	X	
Adele Ellis		X
Eric Grims	X	
Bettina McCloud		X
Judith Oarr		X
Barbara Pianowski		X

Also Present:
Robert Ryan, *Public Services Director*; Sharon Fletcher, Department of *Public Services Administrative Assistant*; Julie Beavers, Recording Secretary

I. Call to Order

The meeting was called to order at 6:43 p.m.

A quorum was not present.

II. Approval of Agenda

Correction: The date of today's meeting is July 6, 2015

III. Approval of June 1, 2015 Minutes

Ms. Araghi motioned to approve the minutes as submitted. Mr. Grims seconded the motion.

IV. Treasurer's Report for June 2015

Ms. Fletcher requested that the Treasurer's Report only be printed when there is a change to the account. The present Board members agreed to this request.

V. Field Use Requests Duvall Field

a. Open Bible Deaf Church Annual Yard Sale – 07/25/2015 or 08/01/2015
There was discussion but no vote due to lack of quorum.

VI. Recent Events

a. Fourth of July Fireworks and Concert
The Board members enjoyed the event. Ms. Araghi distributed stickers.

Sharon Fletcher

From: eagle744@verizon.net
Sent: Monday, June 22, 2015 4:23 PM
To: Sharon Fletcher
Subject: yard sale permit
Attachments: College Park Duvall Field permit on 25 July 2015 form page 1 filled.docx; College Park Duvall Field permit on 25 July 2015 form page 2 filled.docx; yard sale request letter for 25 July 2015.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Sharon,

Please click on the file attachment on my yard sale permit.

Thanks, Fred & Ora McLellan, eagle744@verizon.net

Online City Forms | www.collegeparkmd.gov/

www.collegeparkmd.gov/Documents/General%20Forms/Public%2

Search Here

Field Use Reservation Application

Complete both pages and Submit to: publicservices@collegeparkmd.gov

Select One: ☐ *Calvert Hills Playground (Youth field – groups must be 13 and under)* ☒ *Duvall Field*

Date of Application: June 22, 2015

Name of Organization: Open Bible Deaf Church

Is this Organization: City-Based Youth ☐ Yes ☒ No City Headquartered ☐ Yes ☒ No

Contact Name(s): Henry Tsai and Ora McLellan

Mailing Address: 4804 Cherokee Street, College Park, MD 20740

Email Address: Eagle744@verizon.net

Day Phone: 410-774-5044 Evening Phone: Same Cell Phone: 410-777-6758 TEXT ONLY

Description of Activity/Event: Yard Sale

Sports ☐ Baseball ☐ Football ☐ Lacrosse ☐ Softball ☐ T-ball ☐

Expected Number of Participants 4 or more Age Range: Adults

Additional Requirements: ☒ Toilets ☐ Lights ☐ Concession Stand

Date(s) Requested: Saturday, July 25 or August 1, 2015

See Facilities Rules and Regulations for acceptable times and age group

Day(s) of Week Requested: ☐ Sun. ☐ Mon. ☐ Tues. ☐ Wed. ☐ Thurs. ☐ Fri. ☒ Sat.

Time(s) Requested 8:00 AM ☐ a.m. ☐ p.m. UNTIL 2:00 PM ☐ a.m. or ☐ p.m.

Are you collecting a fee? ☐ Yes ☒ No If yes, Purpose: _____

X I hereby confirm that I have received and read the City Recreation Facilities Rules and Regulations.

__ Organization's Proof of Adequate Minimum Liability Insurance as required under Section IV, Item 5 is attached hereto

In addition, applicant/organization agrees to indemnify and hold harmless the City from and against all actions, liability, claims, suits, damages, cost or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from his/her negligent performance of or failure to perform any of his/her obligations under the terms of this application/permit.

Recommendations and Notifications

Recreation Board ☐ Approve Fee Waived ☐ Approve with Fee of $_____ ☐ Denied
Comments:

Pub. Svcs Director Concur ☐ Yes ☐ No
Comments:

City Manager Concur ☐ Yes ☐ No
Comments

Mayor and Council Concur ☐ Yes ☐ No
Comments:

2013 FU Applications (2).docx

A

Waiver of Fees – the Council may vote to waive user fees, in whole or in part, upon recommendation of the Recreation Board. When considering whether to recommend or grant a full or partial waiver of user fees.

Please describe how your organization meets any of the following criteria:

a. The level of use that is involved with the activity, including wear and tear on the facility;

We will be using part of land near the playground, next to car parking curb.

b. The level of involvement by College Park residents in the activity;

Henry Tsai who is College Park resident will either be selling his stuff or visiting.

c. The community benefit that may result from the activity, for example, recreational opportunities for youth or seniors;

Buyers will be very content with their bargain purchases. Sellers with some cash income, riddance of their Stuff, and fellowship with people.

d. Volunteer services that the user provides to the City or its residents;

Sellers will clean up the area before they leave.

e. Assistance to be provided by the user for maintenance of the recreational facility; and

(same as #d above)

f. Whether user activities promote the interests of the College Park community.

(same as #d above)

June 22, 2015

Sharon Fletcher
Public Services
4601 A Calvert Rd.
College Park, MD 20740-3421

Dear Ms. Fletcher,

Enclosed is a form for using Duvall Field for a yard sale on either July 25 or August 1, 2015.

What do you advise that I should do the next time I request for the same thing in order to do it properly?

Thank you.

Ora McLellan

8

Request To Park A Prohibited Vehicle (Trailer) On Kenesaw Street

MEMORANDUM

TO: Mayor and City Council

THROUGH: Joe Nagro, City Manager

THROUGH: Robert Ryan, Director of Public Services

FROM: Jim Miller, Parking Enforcement Manager

DATE: August 6th, 2015

SUBJECT: **Request for Council Permission to Park Prohibited Vehicle (Trailer)**

ISSUE

City Code Section 184-8A (attached) establishes parking restrictions for certain kinds and sizes of vehicles, to include trailers of any type. Council approval for an exemption in such cases is required to allow parking of these vehicles/trailers for a period longer than 24 hours.

SUMMARY

City staff recently received a request from Mr. John Saylor, resident and property owner at 5209 Kenesaw Street, to park a personal trailer on the street in his neighborhood, and has subsequently requested that his trailer be granted an exemption from the 'Prohibited Vehicles' ordinance.

To facilitate Council review of these types of requests, staff has developed an application process to present the necessary information in a standard format. A letter of request from the owner, along with supporting documentation is attached for review.

Furthermore, enforcement of this ordinance has been suspended in this matter, pending Council's decision.

RECOMMENDATION

Staff recommends that this matter be placed on an upcoming work session for Council review, and that the request be discussed with the applicant to determine if it should be granted or denied. Additionally, it is requested that the applicant be invited to attend both the work session and subsequent formal Council meeting.

Attachments:
Sub-Section 184-8A
Application forms and supporting documents

City of College Park, MD
Thursday, August 6, 2015

Chapter 184. Vehicles and Traffic

Article II. Parking Regulations

§ 184-8. Prohibited vehicles; permits required for certain vehicles.

[Amended 12-11-1979 by Ord. No. 79-O-6; 5-27-1980 by Ord. No. 80-O-6; 11-9-1983 by Ord. No. 83-O-11; 8-14-1991 by Ord. No. 91-O-21; 9-10-1991 by Ord. No. 91-O-22; 12-10-1991 by Ord. No. 91-O-24; 12-14-2010 by Ord. No. 10-O-09; 2-22-2011 by Ord. No. 11-O-01]

A. It shall be unlawful to park or leave standing, between the hours of 8:00 p.m. and 6:00 a.m., any recreational vehicle, boat, boat trailer, or any type of trailer, or any special mobile equipment, as defined in § 11-159 of the Transportation Article of the Annotated Code of Maryland, upon any public street in a residential zone within the corporate limits of the City of College Park, unless an oral or written permit for the same shall have been obtained from the City Manager. Such permit shall be issued only for good cause and for a period not to exceed 24 hours, unless a written permit for a longer period shall have been granted by action of the Mayor and Council, and such permit shall be granted only for good cause.

B. Parking restrictions for certain vehicles.

(1) Within the corporate limits of the City, it shall be unlawful to park or leave standing the following vehicles at any time upon any public street in a residential zone, and between the hours of 8:00 p.m. and 6:00 a.m. on each day of the week on any other public street:

(a) Any vehicle exceeding 21 feet in length or six feet in width that is used for commercial purposes;

(b) Any vehicle exceeding a manufacturer's gross vehicle weight specification of 8,500 pounds;

(c) Vehicles exceeding 300 cubic feet of load space, and any stake platform trucks, dump trucks, crane or tow trucks.

(2) This subsection shall not apply to vehicles while actually loading or unloading, or to vehicles which are in the course of a commercial purpose and do not park for more than a two-hour period.

(3) Permission to park a prohibited vehicle, or to extend the time for parking, may be obtained by means of an oral or written permit from the City Manager. Such permit shall be issued only for good cause and for a period not to exceed 24 hours, unless a written permit for a longer period shall have been granted by action of the Mayor and Council, and such permit shall be granted only for good cause.

C.

Any vehicle which is parked in violation of this section shall be subject to being towed from such street and impounded after it has been parked for a twenty-four-hour period. The impoundment of the vehicle shall be done pursuant to § **184-31** et seq. of this chapter.

D. Any person issued a citation for a violation of this section shall be subject to a fine as set forth in Chapter **110**, Fees and Penalties.

Jim Miller

From: John N Doris [johne22@verizon.net]
Sent: Monday, July 06, 2015 10:37 AM
To: Jim Miller
Cc: Yvette Allen
Subject: Requesting exemption for tow trailer to be parked in front of my house

ATTN: MAYOR &. COUNCIL

Hello my name is John Saylor and I live at the bottom of Kenesaw Street. I own a 5x8 tow trailer that I park in front of my house. It has been parked in front of my house Since I purchased it 4 years ago. All of a sudden I get 2 citations for parking between The hours of 8pm - 6am ticket no 2374946 and 2374920 in front of my own house. I am asking that I receive an exemption letter so I can continue to park in front of my Own house. I talked to my neighbors and they do not have a problem with me Parking my trailer there. Thanking you in advance.

John Saylor
5209 Kenesaw Street
College Park, Maryland 20740
301 - 974 - 5339

0347 66 A

UWS

MVA
Motor Vehicle Administration

6601 Ritchie Highway, N.E.
Glen Burnie, Maryland 21062

REGISTRATION CERTIFICATE

TAG NUMBER	UNIT #	STICKER NUMBER
034766X		034766X

TITLE NUMBER	MAKE AND BODY STYLE OF VEHICLE
43786505	CARR TL

YEAR	CLASS	EXCEPT	VEHICLE IDENTIFICATION NUMBER
12	G	N/A	4YMUL0811CV051114

GR. VEH. WT.	GR. COMB. WT.	FEE	EXPIRATION DATE
03000	00N/A	$51.00	03/31/17

OWNER'S LICENSE SOUNDEX NO.	CO-OWNER'S LICENSE SOUNDEX NO.
S460429234093	

NAME(S) AND ADDRESS OF REGISTERED OWNER(S)

JOHN ERNEST SAYLOR
5209 KENESAW ST
COLLEGE PARK MD 20740-1738

THIS CARD IS NOT A LICENSE TO DRIVE

9

Proposal for an Arts and Entertainment District on Route 1

(Material will be provided at the meeting)

10

Discussion of BOLC Special Sunday Off-Sale Permits

MEMORANDUM

TO: Mayor and Council

THROUGH: Joseph Nagro, City Manager

FROM: Robert W. Ryan, Director of Public Services

DATE: August 28, 2015

SUBJECT: Special Sunday Off-Sale Permits

ISSUE

The Maryland General Assembly passed a bill last spring that the Governor signed approving the allowance of Sunday liquor sales in Prince George's County. Pursuant to Section 11-517 of Article 2B of the Annotated Code of Maryland, the Board of License Commissioners (BOLC) accepted applications for these Special Sunday Off-Sale Permits. The number of Special Sunday Off- Sale Permits in Prince George's County is limited. The new law allows for the BOLC to grant up to 100 of these Permits. This will allow those establishments to sell beer, wine and liquor seven (7) days per week. This will be a Special Sunday Off-Sale Permit which may be issued to the holder of a Class A, Beer, Wine, Liquor license or the holder of a Class B, Beer, Wine, Liquor license which authorizes the holder to sell alcoholic beverages, for consumption off the licensed premises only, on Sunday between the hours of 8:00 a.m. to 12:00 midnight. The Prince George's County Board of License Commissioners will conduct public hearings over the next month regarding applications it has received for Special Sunday Off-Sale Permits.

SUMMARY

The following eligible establishments in the City of College Park have submitted applications to the BOLC:

- College Park Liquors, which currently holds a Class A Off-Sale license (Off Sale only, six (6) days a week); and
- Town Hall Tavern, which currently holds Class B Beer, Wine, and Liquor On/Off-Sale licenses (On and Off Sale, seven (7) days for beer and light wine; On and Off Sale, six (6) days for beer, wine and liquor; separate Off Sale facility to sell beer, wine and liquor),

Representatives of both businesses have been invited to the September 1, 2015 Council worksession. As the City has not entered into property use agreements with either of these carry out package goods stores, this is not an amendment to a PUA.

RECOMMENDATION

The Council should consider whether to oppose these licenses, or not. Staff should be authorized to testify at the Board of License Commissioners (Liquor Board) to the Council's position.

Attachments:

(1) BOLC Official Notices
(2) BOLC Classes of Licenses and Descriptions of Class of Licenses

NOTICE OF PUBLIC HEARING

The Board of License Commissioners for Prince George's County, Maryland in accordance with the provisions of Article 2B of the Annotated Code of Maryland will accept testimony regarding the proposed, changes and additions to the Prince George's County Rules and Regulations to include new Rule and Regulation #81:

R.R. 81 - SPECIAL SUNDAY OFF-SALES PERMIT

1. There is a Special Sunday Off-Sale Permit which may be issued to the holder of a Class A, Beer, Wine, Liquor license or the holder of a Class B, Beer, Wine, Liquor license with an off sale privilege under Article 2B, Section 6-201(r)(2)(ii). The permit authorizes the holder to sell alcoholic beverages, for consumption off the licensed premises only, on Sunday between the hours of 8:00 a.m. to 12:00 midnight. If the permit is issued to the holder of a Class B, Beer, Wine, Liquor license with an off sale privilege under Section 6-201(r) (2) (ii), the holder is no longer required to comply with any restaurant or food requirements. The number of permits authorized to be issued by the Board is limited.

2. The application fee for this permit is $750, which shall be filed with the application.

3. Applications may be submitted to the Board between July 1st and July 31st of each year as long as there are permits available. No new applications may be made other than during the period between July 1 and July 31 of the then current year.

4. The Board will hold a hearing to determine if a permit is to be issued. The applicant shall have the burden of demonstrating that the issuance of the permit meets all the standards necessary as in the case of an original license.

5. The applicant for a permit must commit, at the hearing, to reinvesting a minimum of $50,000 in the business within one year after the permit is issued. The Board may waive this requirement. If the Board has not waived the reinvestment requirement, the licensee must submit to the Board proof of the reinvestment with an application for renewal of the permit. The Board, if deemed necessary, may require an audit by a Certified Public Accountant. If the Board determines that the minimum investment has not been made it shall revoke the permit. The Board may require a hearing prior to renewal of the permit.

6. The Board is required to delay the issuance of a permit to an applicant who has been found to be in violation of the restriction of selling liquor on Sunday as provided for in Article 2B, Section 11-517.

7. The permit shall be for the same license year as the underlying license. The permit holder shall submit a renewal application with the application for renewal of the license. The deadline for submission of the permit renewal is the same as the deadline for submission of the application for renewal of the license.

8. The annual fees for this permit are as follows:
   a. The annual permit fee for the Special Sunday Off Sale Permit is:

under Section 9-101(d)(6) of Article 2B of the Annotated Code of Maryland.

5. The term "Applicant" for the purpose of this Rule and Regulation means a corporate officer who will be issued the license as an individual on behalf of the corporation.

D. LIMITED LIABILITY COMPANY (LLC):

1. If an application is made by a limited liability company the license shall be issued to the member or authorized person for the use of the LLC.
2. Applicants must certify that one of the applicants meets the above stated residency requirements and that the designated State of Maryland resident serves in the capacity of Resident Agent. Additionally, the Resident Agent shall certify that he/she holds 25% of the outstanding stock of the LLC.

R.R. NO. 63 – CLASS B-BCE-BWL, CATERING LICENSE (ON SALE ONLY):

Under the provisions of Section 6-201(r)(8)(i) of Article 2B of the Annotated Code of Maryland, the Board of License Commissioners is authorized to issue a special Class B, Beer, Wine and Liquor license to be known as a BCE license (Catering - On Sale Only).

This license shall be issued under the following provisions:

A. The applicant must be a bona fide catering establishment;

B. The application must be filed under the procedure established by the Board of License Commissioners;

C. The premises where the license is to be issued must document that a minimum of $1,000,000 has been expended for the dining room and kitchen equipment. This sum may not include the cost of the land or building. The applicant must submit all invoices and cancelled checks for certification of compliance with the $1,000,000 capital investment;

D. The subject premises must have a minimum seating capacity of 150 persons;

A Public Hearing will be held on May 26, 2015 @ 10:00 a.m., 9200 Basil Court, Room 410, Largo, Maryland 20774.

BOARD OF LICENSE COMMISSIONERS
(LIQUOR CONTROL BOARD)

Attest:
Diane M. Bryant
May 5, 2015

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN: That Pursuant to Section 11-517 of Article 2B of the Annotated Code of Maryland, the Board accepted applications for the Special Sunday Off-Sale Permit. The number of Special Sunday Off- Sale Permits is limited therefore Board will hold Six (6) Public Hearings regarding the issuance of these permits. On September 22, 2015 at 1:00 p.m., the following establishments are scheduled for a hearing:

t/a Bell's Drive In Liquors
OHMKAR, Inc.
5901 Central Avenue
Capitol Heights, 20743

And

t/a Central Avenue Liquors
Youngtaemin Corporation
6115 Central Avenue
Capitol Heights, 20743

And

t/a Champagne Liquors
BHAV Gosal, Inc.
5611 Landover Road
Cheverly, 20784

And

t/a Chesapeake Liquors
Clinton Crossing Wine and Spirits, Inc.
8853 Branch Avenue
Clinton, 20735

And

t/a Hilltop Wine & Spirits
Hilltop Liquors, Inc.
6814 Racetrack Road
Bowie, 20716

And

And

t/a Maxey Liquors
Maxey Liquors, Inc.
7513 Allentown Road
Fort Washington, 20744

And

t/a Penn Station Liquors
K.J. LLC
5634 Silver Hill Road
District Heights, 20747

And

t/a Piscataway Liquors
Piscataway Beverages, LLC
9814 Piscataway Road
Clinton, 20735

And

t/a Riverdale Plaza Liquors
Riverdale Plaza Beverages, Inc.
5729 Riverdale Road
Riverdale Park, 20737

And

t/a S & W Liquors
S & W Liquors, Inc.
7072 Allentown Road
Camp Springs, 20748

And

t/a Shop Rite Liquors
Chatha Wine & Liquors Enterprises, LLC
6333 New Hampshire Avenue
Takoma Park, 20912

The Public Hearing will be held on:

September 22, 2015
1:00 p.m.
9200 Basil Court
Room 410
Largo, Maryland 20774

Testimony will be accepted by letter or can be provided in person, either for or against the request, at the public hearing. Additional information can be obtained by contacting the Board's Office at 301-583-9980.

BOARD OF LICENSE COMMISSIONERS
(LIQUOR CONTROL BOARD)

Attest:
David S. Son
Administrator
August 3, 2015

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN: That Pursuant to Section 11-517 of Article 2B of the Annotated Code of Maryland, the Board accepted applications for the Special Sunday Off-Sale Permit. The number of Special Sunday Off- Sale Permits is limited therefore Board will hold Six (6) Public Hearings regarding the issuance of these permits. On September 15, 2015 at 9:30 a.m., the following establishments are scheduled for a hearing:

t/a Accokeek Wine and Sprits
Osborne Wine & Spirits LLC
15789 Livingston Road, #116
Accokeek, 20607

And

t/a Asian Restaurant & Carryout
Riordan's Inc.
3210 Branch Avenue
Silver Hill, 20748

And

t/a Avenue Liquors
DHRUV LLC
3318 Walters Lane
Forestville, 20747

And

t/a Big Daddy's Barbeque & Discount Liquors
Big Daddy's Barbeque & Discount Liquors, LLC
9340 Annapolis Road
Lanham, 20706

And

t/a Bill's Wine & Liquor
Drashti, LLC
7431 Annapolis Road
Hyattsville, 20784

And

t/a Gee's
G & E Enterprises, LLC
3415 52nd Avenue
Cheverly, 20781

And

t/a Gem Liquors
SAHIL, LLC
9443 Annapolis Road
Seabrook, 20706

And

t/a Greenway Liquors
Shanta-Greenway Liquors, Inc.
7533 Greenbelt Road
Greenbelt, 20770

And

t/a Hampton Liquors
H.P. Kim, Inc.
9101 Central Avenue
Capitol Heights, 20743

And

t/a Kim's Liquors
Brinkley Spirits, Inc.
3223 Brinkley Road
Temple Hills, 20748

And

t/a Marlboro Pike Restaurant and Liquors
DHEER, LLC
5205 Marlboro Pike
Capitol Heights, 20748

And

September 15, 2015
9:30 a.m.
9200 Basil Court
Room 410
Largo, Maryland 20774

Testimony will be accepted by letter or can be provided in person, either for or against the request, at the public hearing. Additional information can be obtained by contacting the Board's Office at 301-583-9980.

BOARD OF LICENSE COMMISSIONERS
(LIQUOR CONTROL BOARD)

Attest:
David S. Son
Administrator
August 3, 2015

CLASSES OF LICENSES:

Class A License	Off Sale only, six (6) days a week; No sales of alcoholic beverages on Sunday
Class B License	On Sale seven (7) days for sale of beer and wine, six (6) days for sale of alcohol over 15.5% by volume – on sale only if issued after 1996
Class C License	On Sale only, seven (7) days
Class D License	On and Off Sale, seven (7) days – on sale only if issued after 1996

DESCRIPTION OF CLASS OF LICENSES AND HOURS OF SALES

Class A, Beer	Hours of off sale service are 6:00 a.m. to 12:00 midnight, six (6) days a week, Off Sale only of Beer, no consumption on the licensed premises. No Sales Permitted On Sunday.
Class A, Beer and Wine	Hours of off sale service are 6:00 a.m. to 12:00 midnight, six (6) days a week, Off Sale only of Beer and Wine, no consumption on the licensed premises. No Sales Permitted On Sunday.
Class A, Beer, Wine Liquor	Hours of off sale service are 6:00 a.m. to 12:00 midnight, six (6) days a week, Off Sale only of beer, wine and liquor no consumption on the licensed premises. No Sales Permitted On Sunday.
Class B, Beer	Hours of on sale consumption are 6:00 a.m. to 2:00 a.m., On Sale consumption only of beer unless grand fathered in prior to July 1, 1975. Holder of licenses prior to that date may exercise off sale privileges to include seven-(7) day license with food requirement until 12:30 a.m.
Class B, (GC)	This license is a seven (7) day license for the sale of beer and wine for the exclusive use on the premises of the M-NCPPC golf courses located within Prince George's County. Hours of operation are 11:00 a.m. to 10:00 p.m., daily Monday through Sunday.
Class B, Beer and Wine	Hours of on sale consumption are 6:00 a.m. to 2:00 a.m., On Sale consumption only of beer and wine unless grand fathered in prior to July 1, 1975. Holder of licenses prior to that date may exercise off sale privileges to include seven-(7) day license with food requirement until 12:30 a.m.
Class B, Beer, Wine & Liquor	Hours of on sale consumption are 6:00 a.m. to 2:00 a.m. Premises with approved live entrainment may remain open until 3:00 a.m. This license includes seven (7) days On Sale Beer and Light Wine, six (6) days On Sale Beer, Wine and Liquor. Special Sunday Sale Permit required for On Sale consumption of Liquor. (*See Rule No. 66)

Class B(R), Beer, Wine & Liquor	**THIS DESCRIPTION APPLIES TO LICENSES ISSUED PRIOR TO OCTOBER 1996** - For Class B, Beer, Wine and Liquor licenses issued prior to October 1996 the hours of on sale consumption are 6:00 a.m. to 2:00 a.m. except on Friday and Saturday with approved live entertainment. Premises with approved live entertainment may remain open until 3:00 a.m. This license includes seven (7) days On & Off Sale Beer and Light Wine, six (6) days On & Off Sale Beer, Wine and Liquor. All off sales to be conducted over or contiguous to the main bar. Hours of service for off sale over the main bar are 6:00 a.m. until 12:00 midnight. Special Sunday Sale Permit required for On Sale consumption of Liquor. (*See Rule No. 66)
Class B+, Beer, Wine & Liquors	Hours of on sale consumption are 6:00 a.m. to 2:00 a.m. except on Friday and Saturday with approved live entertainment. Premises with approved live entertainment may remain open until 3:00 a.m. This license includes seven (7) days On & Off Sale Beer and Light Wine, six (6) days On & Off Sale Beer, Wine and Liquor. (Separate off sale facility to sell beer, wine and liquor off sale). Hours of service for off sale over the main bar are 6:00 a.m. until 12:00 midnight. No off sale of Liquor on Sunday. Special Sunday Sale Permit required for On Sale consumption of Liquor. (*See Rule No. 66)
Class B, BH	Hours of on sale consumption are 6:00 a.m. to 2:00 a.m. except Friday and Saturday with live entertainment. Premises with approved live entertainment may remain open until 3:00 a.m.. On sale consumption of alcoholic beverage is allowed from 8:00 a.m. – 2:00 a.m. on Sunday. This license has no off sale privileges.
Class B, BLX	Hours of on sale consumption are 6:00 a.m. to 2:00 a.m. except Friday and Saturday with live entertainment. Premises with approved live entertainment may remain 3:00 a.m. Six (6) day On Sale consumption of Beer, Wine and Liquor and seven (7) days On Sale Beer and Wine, No off Sale privilege at all, Sunday Sales Permit required to serve alcoholic beverages. Food must be served until 12:30 a.m. in conjunction with sale of alcoholic beverages
Class B, Country Inn	Hours of operation and manner of dispensing alcoholic beverages to be determined by the Board of License Commissioners consistent with Article 2B Section 6-201. All sales to be On Sale only.
Class B-DD	This license is available in Designated Areas Only. The restaurant must provide bi-annual certifications that the sale of food exceeds the sales of alcoholic beverages.

Class B, ECF	Hours of on sale consumption are 6:00 a.m. to 2:00 a.m. Monday through Saturday. This license includes seven (7) days On Sale Beer and Light Wine, six (6) days On Sale Beer, Wine and Liquor. Special Sunday Sale Permit required for On Sale consumption of Liquor. (*See Rule No. 66). This license is known as an "Education Conference Facility" license to the University of Maryland, University College Center of Adult Education for the sale of beer, wine and liquor by the drink within the center, from one or more outlets, for consumption on the license premises.
Class B, MB22	This license in on sale only of liquor to a Class 7 Microbrewery licensed establishment in the 22nd Legislative District.
Class B, RD	This license is an on sale only license for liquor by the drink in an establishment located in a designated Revitalization District
Class B, ECF/DS	Hours of on sale consumption are 6:00 a.m. to 2:00 a.m. Monday through Saturday. This license includes seven (7) days On Sale Beer and Light Wine, six (6) days On Sale Beer, Wine and Liquor. Special Sunday Sale Permit required for On Sale consumption of Liquor. (*See Rule No. 66). This license is known as an "Education Conference Facility/Dining Services" license to the University of Maryland, College Park Campus for the sale of beer, wine and liquor by the drink within the center, from one or more outlets, for consumption on the license premises.
Class B, ECR Equestrian Center	This license is a seven-(7) day license for the sale of beer, wine and liquor for use at the Equestrian Center. Hours of on sale consumption are Monday through Saturday from 8:00 a.m. to 2:00 a.m. Sunday sales of beer and light wine containing 15.5% or less of alcohol by volume from 8:00 a.m. to 2:00 a.m. Special Sunday Sale Permit required for On Sale consumption of Liquor. (*See Rule No. 66)
Class B, BCE Catering	Hours of on sale consumption are 6:00 a.m. to 2:00 a.m. Monday through Saturday. This license includes seven (7) days On Sale Beer and Light Wine, six (6) days On Sale Beer, Wine and Liquor. Special Sunday Sale Permit required for On Sale consumption of Liquor. (*See Rule No. 66). This license is limited and restricted to on sale consumption of alcoholic beverages on the licensed premises by participants of catered events. No off sale privileges will be exercised.
Class B, Baseball Stadium	This license is a seven-(7) day license for the sale of beer and wine for use at a Baseball Stadium. Hours of on sale consumption are Monday through Saturday from 6:00 a.m. to 2:00 a.m. and Sunday from 8:00 a.m. to 2:00 a.m.
Class B, Football Stadium	This license is a seven-(7) day license for the sale of beer, wine and liquor for use at the Football Stadium.

Class C Beer, Beer and Wine	Hours of on sale consumption are 6:00 a.m. to 2:00 a.m. seven-(7) days On Sale consumption only.
Class C, Beer, Wine & Liquor Fraternal Veterans Yacht Club Country Club Golf & Country Club	Hours of on sale consumption are 6:00 a.m. to 2:00 a.m., seven (7) days On Sale on consumption limited to members and their guests except in the case of a Country Club - the word customer is used
Class D, Beer Beer and Wine	Licenses issued pursuant to Rule and Regulation Number 22 the hours of on sale consumption are 6:00 a.m. to 2:00 a.m. with no food requirements. This is a seven-(7) day On Sale only License.
Class D(R), Beer Beer and Wine	**THIS DESCRIPTION APPLIES TO LICENSES ISSUED PRIOR TO OCTOBER 1996** - Hours of on sale consumption are 6:00 a.m. to 2:00 a.m.; that hours for off sale service is 6:00 a.m. - 12:00 midnight with no food requirements. Licenses issued prior to October 1996 may sell beer and wine On and Off Sale seven (7) days a week.

11

Proposed Commuter Shuttle Bus Service

MEMORANDUM

TO: Mayor & Council
THROUGH: Joseph L. Nagro, City Manager
FROM: Robert Stumpff, Director of Public Works
Stephen Groh, Director of Finance
DATE: August 11, 2015
SUBJECT: City-operated shuttle bus service

ISSUE:
Two requests for shuttle bus service were included in the FY16 Mayor & Council Wish List. Both of these requests were tabled during the Saturday budget worksession and placed on the budget "parking lot" for future investigation and consideration.

One request is for shuttle bus service for residents of College Park Woods to the College Park Metro station during peak hours M-F 6am-9am and 4pm-7pm (3 hours for each shift).

The second request is for circulator bus service between College Park Woods, North College Park and the Greenbelt Metro station (main entrance) M-F 7am-9am and 5pm-7pm (2 hours for each shift).

DISCUSSION:
Both of these requests assumed use of one of the City's Call-a-Buses and required some coordination to not conflict with use of these buses for the YFS and Seniors Programs. However, it was mentioned in the response to the wish list items that these proposals violated Call-a-Bus regulations, which stipulate that these buses be used only for seniors and persons with disabilities. The Call-a-Buses were provided and are owned by Prince George's County under grants from the Maryland Statewide Special Transportation Program (SSTP). The wish list response included the approximate cost of each request, using 2 CDL bus drivers with passenger endorsement, additional vehicle fuel and maintenance, totaling $87,200 for the College Park Woods request and $62,000 for the Woods/North College Park request. The estimated cost for the Woods request is higher due to longer hours of each shift. The 21-passenger bus owned by the City is used on a regular basis for seniors and Lakeland Stars uses and would not be available for this shuttle.

We have learned that the Town of University Park has been instructed to "cease and desist" from using their Call-a-Bus for a shuttle bus service similar to what is requested in the City. University Park is planning to purchase a new 16/20 passenger bus for $63,449 to use for their shuttle. The difference between the 16 and 20 passengers relates to whether the bus is factory-configured to accommodate 2 wheelchairs. The 2015 bus University Park is purchasing is on a Montgomery County contract that the City could "ride" if any of the contract buses are still

available. If they are not, the cost for a 2016 bus would probably be higher. The manufacturing lead time is approximately 10 weeks. University Park has already determined that they will need a "spare" bus to cover any downtime, maintenance or breakdown of the original bus.

To cover the morning and afternoon shifts, we would need 2 part-time CDL drivers, plus backup drivers to cover illness or leave for the primary drivers. The wish list discussion assumed a fairly low estimate for vehicle fuel and maintenance as we assumed that we were only covering additional mileage on an existing vehicle. If a new bus were purchased, those costs would probably be higher and would need to include vehicle insurance.

The differences between the 2 budget wish list items involve the duration of the shifts (3 hours vs. 2), number of roundtrips per shift and the route. These items could be worked out after the bigger decision is made on whether the City wants to provide this service.

Currently, the City is paying $6,000 per year to UMD Transportation Services (DOTS) to allow City residents (with City-issued ID) to ride any Shuttle UM vehicle at no cost. There are routes similar to the wish list requests but they involve changing buses at the Regent Drive Garage. Our current count of residents that have received a Shuttle UM pass are 75 in College Park Woods and 301 in North College Park. UMD DOTS does not provide us with any statistics of how many City residents actually ride Shuttle UM.

An attached schedule shows the bus service currently provided to the neighborhoods by Metrobus, Shuttle UM and The Bus / Route 1 Ride that connects to a Metro station.

There are also issues relating to whether a City-operated shuttle bus service would subject the City to the "common carrier" rules and regulations. This would be a matter for the City Attorney to discuss.

These requests provide additional services to 2 City neighborhoods only. At this time, we have not performed a "needs assessment" to determine how many people would use a City-operated shuttle bus service. In College Park Woods, turnaround space is limited on St. Andrews Place, which would influence the size of bus that could operate the shuttle. Our investigation of costs was limited to the cost of a new bus, labor costs and estimated operating costs. We have not discussed contracting out this service with either DOTS or other shuttle bus operators. For example, Federal agencies in the area (such as FDA, NIH, etc.) use WT Travel Services to shuttle their employees between different jobsites. An advantage of contracting out (rather than purchasing a bus) would be that the service could be discontinued per contract terms if ridership is not up to projections. In addition, shuttle operators have backup equipment and drivers which we might not have.

STAFF RECOMMENDATIONS:

1. Perform a "needs assessment" in an effort to accurately project the need for this service.
2. Continue investigating the cost of purchasing a bus that could navigate the neighborhoods involved and how to cover the need for backup.
3. Investigate the possibility and cost of contracting this service out to UMD Transportation Services or other shuttle operators. If contracted, require that the contractor provide ridership counts on a monthly basis. If ridership falls short of projections, this contract could be terminated.

Bus Service to College Park Woods and North College Park
(as of August 2015)

BUS SERVICE	COLLEGE PARK WOODS	NORTH COLLEGE PARK
Metrobus	**R3** Eastbound, picks up at Metzerott Rd and 34th Ave and goes to Greenbelt Metro. It also picks up on the other side of the street and goes westbound to P.G. Plaza Metro. These both have weekday peak-hour service only.	**83** Cherry Hill Park campgrounds, Route 1, Edgewood Rd, Rhode Island Ave, Greenbelt Rd, Baltimore Ave to College Park Metro; continues on down Route 1 to Rhode Island Ave Metro. M-F service peak and midday; Sat. daytime only; no Sunday. **86** Route 1 to College Park Metro, continues down Route 1 to Rhode Island Ave Metro. M-F service peak and midday; Sat.& Sun daytime only. **81** Cherry Hill Park campgrounds, Route 1, Edgewood Rd, Rhode Island Ave, Greenbelt Rd, Cherrywood Lane to Greenbelt Metro. Sunday only service.
Shuttle UM NOTE: City residents may ride Shuttle UM free with a City-issued ID (available at City Hall with proof of City residency).	**Bus 108** picks up at Metzerott Rd and 34th Ave (stop #23) and drops off at Regents Drive Garage (stop #29). **Bus 4** provides a continuous loop between Regents Drive Garage and College Park Metro.	**Bus 134** makes a loop from Regents Drive Garage around North College Park. Campus Drive, Route 1, Greenbelt Rd, Rhode island Ave, Hollywood Road, Route 1, Cherry Hill Rd (Seven Springs Apts) and back to Route 1 at Mazza Grand-Marc, then back to Regents Drive Garage. **Bus 4** provides a continuous loop between Regents Drive Garage and College Park Metro.
The Bus / Route 1 Ride	No service to College Park Woods	**Route 17** makes 46 stops on Route 1 from IKEA to Mt. Rainier – making a stop at College Park Metro. Free for seniors, persons with disabilities, children under 5; $1.25 fare otherwise.

12

Award of Contract for Bikeshare

13

Approval of 2015 Jack Perry Award Recipient

MEMORANDUM

TO: Mayor and City Council

FROM: Janeen S. Miller, City Clerk

DATE: August 28, 2015

RE: 2015 Jack Perry Award Recipient

ISSUE

The Mayor and City Council established The Jack Perry Award in 2013 to honor former Councilman Jack Perry. The award recognizes "a College Park resident who has participated to an extraordinary degree in neighborhood, civic, or municipal affairs within the City in a manner that improves public spaces, fosters community cohesion, eradicates blight, informs discussion of public issues, provides leadership, and/or furthers the best interests of the City as a whole." The resolution that established the award states: "Nominations will be reviewed by a subcommittee of at least three persons appointed by the Mayor. The subcommittee shall include a member of the Perry family. The subcommittee's recommendation will be forwarded to the full Council for approval by majority vote."

SUMMARY

A subcommittee consisting of Councilmember Dennis, Berwyn District Civic Association President Kevin Young, and Kathy Perry, met on August 11 to review the nominations. Councilmember Brennan was also on the subcommittee but was unable to attend. The subcommittee selected Ms. Jackie Kelly as the 2015 recipient of The Jack Perry Award. Her nomination from Mrs. Mary Ann Hartnett is attached.

RECOMMENDATION

Council is requested to approve the selection of Ms. Kelly as the recipient of the 2015 Award in Special Session on September 1 so the award can be presented on September 8.

NOMINEE FOR THE 2015 JACK PERRY AWARD

I wish to nominate Jacquelin "Jackie" Helen Sefcik Kelly for the 2015 Jack Perry Award. Since 1971, when she became a homeowner in College Park, she has participated to an extraordinary degree in neighborhood, civic and municipal affairs within the City in a manner that has improved public spaces, fostered community cohesion, eradicated blight, informed discussion of public issues, provided leadership, and furthered the best interest of the City as a whole.

Jackie is the wife of the late John Michael Kelly, mother of Sean Michael and Denise, and grandmother of Amber and Jessica Kelly. She was born in Washington, D.C. and raised in Beltsville, Maryland.

Her involvement with the community began as a committee member with the College Park Airport Authority when the committee was charged with determining safe flight patterns over the City.

As a supportive parent, Jackie was active in community and school programs. She was a den mother for Cub Scout Pack 740 at Holy Redeemer Church (Cub, Bear, Wolf and Webelos) for 5 years - 1974-1979. In 1977, she did double duty, and was also a leader of a brownie troop of 22 girls at Holy Redeemer Church. Paint Branch Elementary School also benefited from her generosity with her time and talents. Jackie served as treasurer of the PTA for two terms, and laid the foundation for the first Mayfair and book fair programs. Sports were also on her radar, and she served as treasurer for the College Park Girls Club prior to its merger with the College Park Boys Club, and was a member of the College Park Recreation Board for two terms until 1991.

Paint Branch Elementary School was not the only public school in the City to profit from her services. Jackie taught cooking skills to students in afterschool and summer enrichment programs at the Hollywood Elementary school for 9 years.

Seniors at Attick Towers also hold a special place in her heart. From 1975-2009 Jackie served as a relief secretary there, and called bingo for the seniors for 26 years.

Jackie became a Certified Habitat Naturalist through the Windstar Institute in 1996. This training has enabled her to work with residents of North College Park and other areas to build and install Blue Bird boxes in North College Park and along the Trolley trail. Also, to encourage getting seniors outdoors and active, Jackie added Blue Bird boxes to the walking trail at Attick Towers.

She shared her interest in backyard habitats with the community in a column "Bird Talk", that she wrote for the original College Park Municipal Scene.

Jackie has also given of her talents and time to serve as a member of the College Park Committee for a Better Environment and the Tree and Landscape Board. One of her assignments was to serve as liaison between the two committees.

Jackie has worked in landscape design at the Cherry Hill Park, a RV campground on Cherry Hill Road, since 1992. Her work there has won a beautification award from the Committee for a Better Environment for the use of recycled wood chip for mulch. Travelers from all over the world come to the campground, and Jackie's landscaping and upkeep at the park provides a positive first impression of College Park to thousands of visitors.

In October 2011, along with Joseph Smith, Jackie recognized a need for a lending library in College Park. The congregation of the Church of the Nazarene in North College Park agreed to provide space for this new community venture. The library officially opened February 22, 2012. At the present time, Jackie is the co-director at the library. Thus far, over 200 families have joined this facility that has a grown to have a collection has over 14,000 circulating items.

Never one to ignore someone in need, Jackie is thought of as the go-to -person by her many friends and neighbors. She is well known for circulating community information and alerting locally elected officials to situations that require their attention.

Outside of College Park, she is also known for giving of her time and talents. She has volunteered for ten years at the U. S. Dept. of the Interior, Patuxent Research Refuge, in Laurel, Maryland.

For these, and many other unrecognized accomplishments over a period of 44 years while a resident of College Park, I believe that Jackie Kelly should be the 2015 recipient of the Jack Perry Award. Jacquelin Kelly provides the perfect example of a resident of College Park, who like Jack Perry, has devoted many hours to improving the quality of life for all who once or currently live and work in College Park. Current and future residents should aim to exemplify her service to her community as a way to improve the quality of life for all in College Park.

Mary Ann Hartnett
College Park, Maryland

14

Renewal of MOU with University of Maryland DOTS for Ridership of Shuttle-UM

MEMORANDUM

TO:	Mayor and City Council
FROM:	Bill Gardiner, Assistant City Manager
THROUGH:	Joe Nagro, City Manager
DATE:	August 28, 2015
SUBJECT:	MOU with University of Maryland to allow residents to use Shuttle UM Services

ISSUE:
The City must sign the annual MOU with the University and pay $6,000 for residents to have use of the Shuttle UM service.

SUMMARY:
Since 2008, the City of College Park and the University of Maryland Department of Transportation Services have had an MOU that allows College Park residents and City employees to use the Shuttle UM. The City issues permits at no cost to the residents and employees. The City currently pays $6,000 annually, which allows 1,000 permits to be issued. Since the program's inception, the City has issued 794 permits, including 71 permits since January 2015. City staff are meeting with the Transportation Services Director and will inquire about ridership data.

The availability of this service is advertised in the Municipal Scene, the Cable channel, and the City website. City staff will contact via email current permit holders to estimate how many are current Shuttle UM users, the frequency of use, and suggestions to increase the number of users.

RECOMMENDATION:
Staff recommends that Council authorize the City Manager to sign the MOU with the University of Maryland Department of Transportation Services.

Attachments: MOU with University of Maryland

DEPARTMENT OF
TRANSPORTATION SERVICES

MEMORANDUM OF UNDERSTANDING
BETWEEN
UNIVERSITY OF MARYLAND, DEPT OF TRANSPORTATION SERVICES
AND
THE CITY OF COLLEGE PARK

This Memorandum of Understanding is entered into by and between the Department of Transportation Services (DOTS), University of Maryland College Park and The City of College Park, Maryland (the City) effective the 31st day of August, 2015. This is a Memorandum of Understanding, which is not a legal document.

In consideration of the mutual promises and undertakings herein, the parties hereto agree as follows:

1. Beginning August 31, 2015 through August 30, 2016, residents and employees of the City in possession of a prescribed identification card issued by the City will be allowed access to all publicly scheduled shuttle routes operated by DOTS.

2. For the above shuttle bus services, the City agrees to pay DOTS $6,000, which is due by December 31, 2015. The annual rate covers up to 1,000 passes. DOTS shall provide the City with annual ridership data. The City shall keep a record of the total number of passes distributed during the agreement term. If the total number of annual passes distributed reaches 1,000, the City shall notify DOTS which will authorize the City to issue additional passes in increments of 100 at no added cost to the City.

3. Either party may terminate this agreement by providing written notice of termination 60 days prior to the stated termination date. All notices shall be in writing and shall be delivered by messenger or recognized overnight courier, or shall be sent by registered or certified mail return-receipt requested, in each instance to the respective addresses set forth below, or to such other address or addresses as respective party may designate by written notice duly sent to the other. Any other changes to this agreement, by either party, must be in writing and agreed upon by both parties.

CITY OF COLLEGE PARK:

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

DOTS:

University of Maryland
Department of Transportation Services
Attention: J. David Allen
Regents Drive Garage, Building 202
College Park, MD 20742

4. Although the Department of Transportation Services will make every effort to meet the terms of this agreement, there may be instances that service may not be provided without notice due to safety concerns associated with severe weather or other emergencies.

5. In compliance with Section 2 of House Bill 1005, § 2-1246 of the State Government Article, approved by Governor Martin O'Malley on 5/10/11, DOTS shall report on the implementation of the above program with the City to the Senate Finance Committee and the House Economic Matters Committee by 12/31/15.

6. DOTS and the University of Maryland shall indemnify and hold the City harmless from and against all actions, liability, claims, suits, damages, risk of loss, costs or expenses of any kind which may be brought or made against the City or which the City must pay and incur by reason of or in any manner resulting from the negligence of DOTS / the University of Maryland or its agents or employees, or its negligent performance of or failure to perform any of the obligations under the terms of this agreement, including reasonable attorney's fees, howsoever arising or incurred, for damage to property or injury to or death of any person. Indemnification shall be contingent upon an appropriation by the Maryland General Assembly to the University specifically for the purposes contemplated in this paragraph at the time an event which may give rise to the University's obligation to indemnify or save harmless occurs, and to the extent that a tortious claim is involved, the University's obligations shall not be greater than the liability that might be determined under the Maryland Tort Claims Act, Section 12-101 et seq. of the State Government Article, Maryland Annotated Code (the "Act"), if the claim had been asserted against the University directly pursuant to the Act.

By: _____

J. David Allen Date
Director

WITNESS:

_____
Janeen S. Miller, CMC, City Clerk

CITY OF COLLEGE PARK

_____
Joseph L. Nagro, City Manager

APPROVED AS TO LEGAL SUFFICIENCY

_____
Suellen M. Ferguson

15

Boards and Committees

City of College Park
Board and Committee Appointments
Shaded rows indicate a vacancy or reappointment opportunity.
The date following the appointee's name is the initial date of appointment.

Advisory Planning Commission			
Appointee	Represents	Appointed by	Term Expires
Larry Bleau 7/9/02	District 1	Mayor	12/15
Rosemarie Green Colby 04/10/12	District 2	Mayor	04/18
Christopher Gill 09/24/13	District 1	Mayor	09/16
James E. McFadden 2/14/99	District 3	Mayor	04/16
Kate Kennedy 08/11/15	District 1	Mayor	08/18
VACANT		Mayor	
Mary Cook 8/10/10	District 4	Mayor	11/17
City Code Chapter 15 Article IV: The APC shall be composed of 7 members appointed by the Mayor with the approval of Council, shall seek to give priority to the appointment of residents of the City and assure that there shall be representation from each of the City's four Council districts. Vacancies shall be filled by the Mayor with the approval of the Council for the unexpired portion of the term. Terms are three years. The Chairperson is elected by the majority of the Commission. Members are compensated. Liaison: Planning.			

Aging-In-Place Task Force			
Appointee	Position Filled:	Resides In:	Term Expires
Cory Sanders 07/15/14	Resident (1)	District 1	Upon completion and submission of final report to the City Council.
David Keer 08/12/14	Resident (2)	District 1	
Darlene Nowlin 10/14/14	Resident (3)	District 4	
Chuck Ireton 10/14/14	Resident (4)	District 2	
Lisa Ealley 01/27/15	Resident (5)	District 1	
Judy Blumenthal 01/27/15	Resident (6)	District 1	
Dave Dorsch	Resident (7)	District 3	
Helen Barnes	Resident (8)	District 3	
Denise C. Mitchell	Councilmember (1)	District 4	
Patrick L. Wojahn 11/25/14	Councilmember (2)	District 1	
P. J. Brennan 11/25/14	Councilmember (3)	District 2	
Fazlul Kabir 11/25/14	Councilmember (4)	District 1	
Established April 2014 by Resolution 14-R-07. Council positions expanded from 2 to 4 by Resolution 14-R-34 October 2014. Final report of strategies and recommendations to Council anticipated January 2015. Composition: 8 City residents (with the goal of having two from each Council District) and 4 City Council representatives, for a total of 12. Quorum = 5. Task Force shall elect Chairperson from membership. Not a compensated committee. Liaison: Director of Youth, Family and Seniors Services.			

Airport Authority			
Appointee	Resides in	Appointed by	Term Expires
James Garvin 11/9/04	District 3	M&C	07/14
Jack Robson 5/11/04	District 3	M&C	03/17
Anna Sandberg 2/26/85	District 3	M&C	03/16
Gabriel Iriarte 1/10/06	District 3	M&C	04/16
Christopher Dullnig 6/12/07	District 2	M&C	01/17
David Kolesar 04/28/15	District 1	M&C	04/18
Dave Dorsch 08/11/15	District 3	M&C	08/18
City Code Chapter 11 Article II: 7 members, must be residents and qualified voters of the City, appointed by Mayor and City Council, *term to be decided by appointing body*. Vacancies shall be filled by M&C for an unexpired portion of a term. Authority shall elect Chairperson from membership. Not a compensated committee. Liaison: City Clerk's Office.			

Animal Welfare Committee			
Appointee	Resides in	Appointed by	Term Expires
Lois Donaty 07/14/15	District 2	M&C	07/18
Dave Turley 3/23/10	District 1	M&C	03/16
Christiane Williams 5/11/10	District 1	M&C	03/18
Patti Stange 6/8/10	Non resident	M&C	02/17
Taimi Anderson 6/8/10	Non resident	M&C	02/18
Suzie Bellamy 9/28/10	District 4	M&C	04/17
Betty Gailes 06/17/14	District 1	M&C	06/17
Nick Brennan 05/26/15	District 2	M&C	05/18
Patricia Noone 08/11/15	District 1	M&C	08/18
10-R-20: Up to fifteen members appointed by the Mayor and Council for three-year terms. Not a compensated committee. Liaison: Public Services.			

Board of Election Supervisors			
Appointee	Represents	Appointed by	Term Expires
John Robson (Chief) 5/24/94	Mayoral appt	M&C	03/17
Terry Wertz 2/11/97	District 1	M&C	03/17
Mary Katherine Theis 02/24/15	District 2	M&C	03/17
Janet Evander 07/16/13	District 3	M&C	03/17
Maria Mackie 08/12/14	District 4	M&C	03/17
City Charter C4-3: The Mayor and Council shall, not later than the first regular meeting in March of each year in which there is a general election, appoint and fix the compensation for five qualified voters as Supervisors of Elections, one of whom shall be appointed from the qualified voters of each of the four election districts and one of whom shall be appointed by the Mayor with the consent of the Council. The Mayor and Council shall designate one of the five Supervisors of Elections as the Chief of Elections. This is a compensated committee; compensation is based on a fiscal year. Per Council action (item 11-G-66) effective in March, 2013: In an election year all of the Board receives compensation. In a non-election year only the Chief Election Supervisor will be compensated. Liaison: City Clerk's office.			

Cable Television Commission			
Appointee	Resides in	Appointed by	Term Expires
Jane Hopkins 06/14/11	District 1	Mayor	09/17
Blaine Davis 5/24/94	District 1	Mayor	12/15
James Sauer 9/9/08	District 3	Mayor	10/16
Tricia Homer 3/12/13	District 1	Mayor	03/16
Normand Bernache 09/23/14	District 4	Mayor	09/17
City Code Chapter 15 Article III: Composed of four Commissioners plus a voting Chairperson, appointed by the Mayor with the approval of the Council, three year terms. This is a compensated committee. Liaison: City Manager's Office.			

College Park City-University Partnership			
Appointee	Represents	Appointed by	Term Expires
Carlo Colella	Class A Director	UMD President	06/30/18
Edward Maginnis	Class A Director	UMD President	06/30/18
Michael King	Class A Director	UMD President	06/30/16
Brian Darmody	Class A Director	UMD President	06/30/17
Andrew Fellows	Class B Director	M&C	06/30/17
Maxine Gross	Class B Director	M&C	06/30/18
Senator James Rosapepe	Class B Director	M&C	06/30/16
Stephen Brayman	Class B Director	M&C	06/30/17
David Iannucci (07/15/14)	Class C Director	City and University	06/30/17
Dr. Richard Wagner	Class C Director	City and University	06/30/16
The CPCUP is a 501(c)(3) corporation whose mission is to promote and support commercial revitalization, economic development and quality housing opportunities consistent with the interests of the City of College Park and the University of Maryland. The CPCUP is not a City committee but the City makes appointments to the Partnership. Class B Directors are appointed by the Mayor and City Council; Class C Directors are jointly appointed by the Mayor and City Council and the President of the University of Maryland.			

Citizens Corps Council			
Appointee	Represents	Appointed by	Term Expires
Spiro Dimakas		M&C	10/17
Yonaton Kobrias 10/14/14		M&C	10/17
VACANT	Neighborhood Watch	M&C	
Dan Blasberg 3/27/12		M&C	03/18
David L. Milligan (Chair) 12/11/07		M&C	02/17
Resolution 05-R-15. Membership shall be composed as follows: A Citizen Corps Coordinator for each neighborhood shall be nominated and appointed by the Mayor and Council and serve as a potential member of the CPCCC for the term of their respective office in the neighborhood group. Mayor and Council shall nominate and appoint 5 to 7 residents to serve as community coordinators and to serve on the CPCCC. At least one member of the CPCCC shall be the Neighborhood Watch			

Coordinator, and at least one member shall represent each of the other Citizen Corps programs such as CERT, Fire Corps, Volunteers In Police Service, etc. Each member of the CPCCC shall serve for a term of 3 years, and may be reappointed for an unlimited number of terms. The Mayor, with the approval of the City Council, shall appoint the Chair and Co-Chair of the CPCCC from among the members of the committee. The Director of Public Services shall serve as an ex officio member. Not a compensated committee. Liaison: Public Services.

Committee For A Better Environment			
Appointee	Resides in	Appointed by	Term Expires
Janis Oppelt 8/8/06	District 1	M&C	09/15
Suchitra Balachandran 10/9/07	District 4	M&C	01/17
Donna Weene 9/8/09	District 1	M&C	12/15
Kennis Termini 01/14/14	District 1	M&C	01/17
Matt Dernoga 12/09/14	District 1	M&C	12/17
Karen Garvin 04/28/15	District 1	M&C	04/18
Susan Keller 05/26/15	District 1	M&C	05/18
City Code Chapter 15 Article VIII: No more than 25 members, appointed by the Mayor and Council, three year terms, members shall elect the chair. Not a compensated committee. Liaison: Planning.			

Education Advisory Committee			
Appointee	Represents	Appointed by	Term Expires
Cory Sanders 09/24/13	District 1	M&C	09/15
Charlene Mahoney	District 2	M&C	02/17
Maia Sheppard 07/15/14	District 2	M&C	07/16
VACANT	District 3	M&C	
Melissa Day 9/15/10	District 3	M&C	03/17
Carolyn Bernache 2/9/10	District 4	M&C	12/16
Doris Ellis 9/28/10	District 4	M&C	12/16
Tricia Homer	District 1	M&C	04/16
Peggy Wilson 6/8/10	UMCP	UMCP	05/16
Resolutions 97-R-17, 99-R-4 and 10-R-13: At least 9 members who shall be appointed by the Mayor and Council: at least two from each Council District and one nominated by the University of Maryland. Two year terms. The Committee shall appoint the Chair and Vice-Chair of the Committee from among the members of the Committee. Not a compensated committee. Liaison: Youth and Family Services.			

Ethics Commission			
Appointee	Represents	Appointed by	Term Expires
Edward Maginnis 09/13/11	District 1	Mayor	08/15
Joe Theis 05/12/15	District 2	Mayor	05/17
James Sauer 12/09/14	District 3	Mayor	12/16
Gail Kushner 09/13/11	District 4	Mayor	01/16
Robert Thurston 9/13/05	At Large	Mayor	02/16
Alan C. Bradford 1/23/96	At-Large	Mayor	07/15
Frank Rose 05/08/12	At-Large	Mayor	05/14
City Code Chapter 38 Article II: Composed of seven members appointed by the Mayor and approved by the Council. Of the seven members, one shall be appointed from each of the City's four election districts and three from the City at large. 2 year terms. Commission members shall elect one member as Chair for a renewable one-year term. Commission members sign an Oath of Office. Not a compensated committee. Liaison: City Clerk's office.			

Farmers Market Committee – This Committee soon will be dissolved			
Appointee	Represents	Appointed by	Term Expires
Margaret Kane 05/08/12	District 1	M&C	05/15
Robert Boone 07/10/12	District 1	M&C	07/15
Leo Shapiro 07/10/12	District 3	M&C	07/15
Julie Forker 07/10/12	District 3	M&C	07/15
Kimberly Schumann 09/11/12	District 1	M&C	09/15
VACANT			
VACANT		M&C	
VACANT	Student	M&C	
Established April 10, 2012 by 12-R-07. Up to 7 members. Quorum = 3. Three year terms. Not a compensated committee. Liaison: Planning Department. Agreement reached during July 3, 2012 Worksession to fill the seven positions as outlined above. Effective September 11, 2012 by 12-R-17: Membership increased to 8. Per discussion at 3/17/15 Worksession, this committee will be dissolved.			

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

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

Neighborhood Watch Steering Committee			
	Resident of:	Appointed By:	Term Expires:
Robert Boone 04/12/11	District 1	M&C	03/17
Aaron Springer 02/14/12	District 3	M&C	05/16
Nick Brennan 04/22/14	District 2	M&C	04/16

Created on April 12, 2011 by Resolution 11-R-06 as a three-person Steering Committee whose members shall be residents. Coordinators of individual NW programs in the City shall be ex-officio members. Terms are for two years. Annually, the members of the Steering Committee shall appoint a Chairperson to serve for a one-year term. Meetings shall be held on a quarterly basis. This Resolution dissolved the Neighborhood Watch Coordinators Committee that was established by 97-R-15. This is not a compensated committee. Liaison: Public Services.

Noise Control Board			
Appointee	Represents	Appointed by	Term Expires
Mark Shroder 11/23/10	District 1	Council, for District 1	01/19
Harry Pitt, Jr. 9/26/95	District 2	Council, for District 2	03/16
Alan Stillwell 6/10/97	District 3	Council, for District 3	09/16
Suzie Bellamy	District 4	Council, for District 4	12/16
Adele Ellis 04/24/12	Mayoral Appt	Mayor	04/16
Bobbie P. Solomon 3/14/95	Alternate	Council - At large	05/18
Larry Wenzel 3/9/99	Alternate	Council - At large	02/18

City Code Chapter 138-3: The Noise Control Board shall consist of five members, four of whom shall be appointed by the Council members, one from each of the four election districts, and one of whom shall be appointed by the Mayor. In addition, there shall be two alternate members appointed at large by the City Council. The members of the Noise Control Board shall select from among themselves a Chairperson. Four year terms. This is a compensated committee. Liaison: Public Services.

Recreation Board			
Appointee	Represents	Appointed by	Term Expires
Eric Grims 08/12/14	District 1	M&C	08/17
Sarah Araghi 7/14/09	District 1	M&C	07/15
Alan C. Bradford 1/23/96	District 2*	M&C	02/17
VACANT	District 2	M&C	
Adele Ellis 9/13/88	District 3	M&C	02/17
VACANT	District 3	M&C	
Barbara Pianowski 3/23/10	District 4	M&C	05/17
Judith Oarr 05/14/13	District 4	M&C	05/16
Bettina McCloud 1/11/11	Mayoral	Mayor	02/17
	Mayoral	Mayor	

City Code Chapter 15 Article II: 10 members: two from each Council district appointed by the Mayor and Council and two members nominated by the Mayor and confirmed by the Mayor and Council. The Chairperson will be chosen from among and by the district appointees. 3 year terms. Not a compensated committee. Liaison: Public Services.

*Although Mr. Bradford lives in what is now considered District 1, his residence was part of District 2 when he was appointed. The designation of his residence was changed to District 1 during the last redistricting. He is still considered an appointment from District 2.

** Effective April 2012: Jay Gilchrist, Director of UMD Campus Recreation Services, changed his status from Rec Board member (Mayoral Appointment) to UM liaison to the Rec Board, similar to the M-NCPPC representative.

Sustainable Maryland Certified Green Team – Soon to be dissolved		
Appointee	Represents	Term Expires
Denise Mitchell 04/10/12	City Elected Official	04/14
Patrick Wojahn 04/10/12	City Elected Official	04/14
VACANT	City Staff	
Loree Talley 05/08/12	City Staff	05/14
VACANT	CBE Representative	
VACANT	A City School	
Annie Rice	UMD Student	10/16
VACANT	UMD Faculty or Staff	
VACANT	City Business Community	
	City Business Community	
VACANT	Resident	
Christine Nagle 04/10/12	Resident	04/14
VACANT	Resident	
VACANT	Resident	
Established March 13, 2012 by Resolution 12-R-06. Up to 14 people with the following representation: 2 elected officials from the City of College Park, 2 City staff, 1 representative from the CBE, 1 representative of a City school, 1 student representative from the University of Maryland, 1 faculty or staff representative from the University of Maryland, 2 representatives of the City business community, up to 4 City residents. Two year terms. Not a compensated committee. A quorum shall be 6 people. The SMCGT shall select a Chair and a Co-Chair from among the membership on an annual basis. The SMCGT should meet at least bi-monthly. The liaison shall be the Planning Department. Per discussion at 3/17/15 Worksession, this committee will be dissolved.		

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

Veterans Memorial Improvement Committee			
Appointee	Represents	Appointed by	Term Expires
Deloris Cass 11/7/01		M&C	12/15
Joseph Ruth 11/7/01	VFW	M&C	12/15
Blaine Davis 10/28/03	American Legion	M&C	12/15
Rita Zito 11/7/01		M&C	02/15
Doris Davis 10/28/03		M&C	12/15
Mary Cook 3/23/10		M&C	11/17
Arthur Eaton		M&C	11/16
Seth Gomoljak 11/6/14		M&C	11/17
VACANT			
Resolution 01-G-57: Board comprised of 9 to 13 members including at least one member from American Legion College Park Post 217 and one member from Veterans of Foreign Wars Phillips-Kleiner Post 5627. Appointed by Mayor and Council. Three year terms. Chair shall be elected each year by the members of the Committee. Not a compensated committee. Liaison: Public Works.			