



TUESDAY, APRIL 5, 2016
CITY OF COLLEGE PARK
COUNCIL CHAMBERS

WORKSESSION AGENDA
7:30 P.M.

COLLEGE PARK MISSION STATEMENT

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

Time	Item	Staff/Council
7:30	Call to Order	
	City Manager's Report	
	Amendments to and Approval of the Agenda	
Discussion Items		
7:35	1 Discussion of a Property Use Agreement in connection with the application for a transfer of a Class B+, Beer, Wine and Liquor License for the use of Town Hall Wine and Spirits, LLC, t/a Town Hall Restaurant and Liquor, 8135 Baltimore Avenue, College Park, 20740, transfer from J&G, Inc., t/a Town Hall Restaurant. Guest: Ashuta Tandon (15)	Bob Ryan, Director of Public Services
7:50	2 Agenda item 16-G-37: Approval of an Amendment to the contract with NZI for construction of Randolph Macon Avenue (Special Session) (5)	Motion By: Day
7:55	3 Agenda item 16-G-38: Approval of an Amendment to the Declaration of Covenants with Robert Kidwell (Special Session) (5)	Motion By: Stulich
8:00	4 Agenda item 16-G-39: Approval of an Amendment to the City's Homeownership Grant program (Special Session) (5)	Motion By: Stulich

8:05	5	Agenda item 16-G-45: Letter in support of CB-3-2016, County legislation against hydraulic fracturing (Possible Special Session) (5)	Motion By: Councilmember _____
8:10	6	Agenda item 16-G-46: Letter in support of CR-014-2016, County legislation concerning Regional Institution Strategic Enterprise (“RISE”) Zone Program For the Purpose of Approving the Designation of the Greater College Park RISE Zone (Possible Special Session) (10)	Motion By: Councilmember _____
8:20	7	Agenda item 16-G-47: Letter in support of a Hyattsville CDC grant application to the Redevelopment Authority for Trolley Trail signs (Possible Special Session) – Guest: Stuart Eisenberg, Executive Director, Hyattsville CDC (5)	Motion By: Councilmember _____
8:25	8	Status update on the Aging-In-Place Task Force report (20)	Helen Barnes and Dave Dorsch, Co-Chairs
8:45	9	Proposed Complete Streets Policy (30)	Terry Schum, Director of Planning and Steve Beavers, Community Development Coordinator
9:15	10	Resolution in support of the Mayor's Challenge for Conservation (5)	Mayor Wojahn
9:20	11	Discussion about how best to use City resources to support education (including, perhaps, use of the \$80,000 Education Improvement Fund) (20)	Mayor and Council
9:40	12	Clarification of items from Council Rules and Procedures (20)	Mayor and Council
10:00	13	Review of next week’s agenda (5)	Scott Somers, City Manager
10:05	14	Review of legislation (Possible Special Session)(5)	Bill Gardiner, Assistant City Manager
10:10	15	Requests For/Status of Future Agenda items (5)	Scott Somers, City Manager
10:15	16	Appointments to Boards and Committees (5)	Mayor and Council
10:25	17	Mayor and Councilmember Comments (10)	Mayor and Council
10:35	18	City Manager's Comments (5)	Scott Somers, City Manager

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

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Property Use Agreement for Town Hall Restaurant and Liquor



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

Meeting Date: April 5, 2016

Prepared By: R. W. Ryan, Public Services Director

Presented By: R. W. Ryan, Public Services Director

Originating Department: Public Services

Issue Before Council: Approval of a Property Use Agreement with Ashuta Tandon, Member-Manager of Town Hall Wine and Spirits, LLC, t/a Town Hall Restaurant and Liquor, 8135 Baltimore Avenue, College Park, MD, 20740, to transfer a Class B+, Beer, Wine, and Liquor License from J&G Inc. t/a Town Hall Restaurant.

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

Background/Justification:

The City Attorney and Director of Public Services met with Mr. Robert Kim, Attorney, and his clients, Mr. & Mrs. Tandon, to discuss a Property Use Agreement (PUA) and a proposed business plan. The City Attorney has drafted a proposed PUA and shared these with Mr. Kim and his clients. They have been invited and plan to attend the Worksession on April 5th to discuss the draft PUA with the Council.

The applicant is planning to buy the Town Hall property and business. They have agreed to comply with the Prince George's County Board of License Commissioners (BOLC) requirement to invest at least \$50,000 in improvements as previously agreed to by the current owner as a condition of receiving a special Sunday liquor sales license. This condition is part of the draft PUA.

The applicant's attorney has taken the position that food service is not required at this location due to the fact that it now has a Sunday permit. Specifically, Art. 2B, §11-517(l)(8) states: "if the holder of a Class B beer, wine and liquor license with an off-sale privilege is issued a Special Sunday Off-Sale Permit, the holder is no longer required to comply with any restaurant or food requirements." However, the applicant has also agreed to serve food in the restaurant side of the location. A simple sandwich menu which may also include other items that do not require full kitchen facilities is anticipated to be available at all times that alcoholic beverages are served. Currently no food is regularly served.

No entertainment is anticipated which would require an entertainment permit and security plan.

Renovations anticipated include a general improvement of the service area of the package goods side to provide a greater variety of wine and craft beer. Improvements in the restaurant side include lighting, new ceiling, and possibly new seating and restrooms. The general restaurant layout, including the island bar, perimeter seating, and pool tables will be maintained.

Exterior improvements as agreed to with the previous owner are required in the PUA. The applicant has not yet agreed to the terms of the PUA, which have been provided to their attorney.

Fiscal Impact:

It is anticipated that the new owners of t/a Town Hall Restaurant and Liquors will provide improved amenities to the midtown area while continuing to serve local residents and UMD alumni in a traditional but improved City venue.

Council Options:

- #1: Approve the draft PUA as proposed, to include requirements about exterior upgrades and food service, and support the license transfer.
- #2: Approve the draft PUA with changes and support the license transfer.
- #3: Approve the draft PUA and not oppose the license transfer, to include requirements about exterior upgrades and food service.
- #4: Deny the amended PUA and oppose the license transfer.

Staff Recommendation:

#1

Recommended motion:

I move that the City Council support the transfer of a Class B+, Beer, Wine, and Liquor License from J&G Inc. t/a Town Hall Restaurant to Town Hall Wine and Spirits, LLC, t/a Town Hall Restaurant and Liquor subject to the applicant entering into a Property Use Agreement (PUA) between the City and Mrs. Ashuta Tandon, in substantially the form as attached; authorize the City Manager to sign the PUA and authorize City staff to testify to the Council's position to the BOLC.

Attachments:

1. Draft PUA
2. BOLC Agenda
3. BOLC Glossary

PROPERTY USE AGREEMENT

THIS PROPERTY USE AGREEMENT (the "Agreement") is effective as of the ____ day of March, 2016, by and between Town Hall Wine and Spirits, LLC, and Ashuta Tandon, sole member and Authorized Person, (collectively "Licensee"); and the CITY OF COLLEGE PARK, a Maryland municipal corporation (the "City").

WITNESSETH

WHEREAS, *** is the contract purchaser of the real property located at 8135 Baltimore Avenue, College Park, Maryland 20740 (the "Property"); and ; and

WHEREAS, Licensee is a tenant at the Property; and

WHEREAS, the Property is located within the corporate limits of the City of College Park, Maryland; and

WHEREAS, Licensee has applied to the Board of Liquor License Commissioners of Prince George's County, for the transfer of a Class B+ License which allows on and off sales of beer, wine and liquor seven days per week ("License") for use at the Property from J&G, Inc., t/a Town Hall Restaurant, Ronald Burdoo, President, Mary Burdoo, Secretary/Treasurer, Keith Murray, Recording Secretary; and

WHEREAS, the Licensee has requested the support of the City for the transfer of the License for use at the Property; and

WHEREAS, in consideration of the covenants contained in this Agreement, the City will support the Licensee's application for issuance of the

License to the Property, subject to the terms, conditions and restrictions contained herein.

NOW THEREFORE, in consideration of the foregoing, the mutual promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Repair and Maintenance of the Property. Licensee shall, from and after the date hereof, continue to keep the Property under its control in good order and repair, and free of debris and graffiti.

2. Restrictions. Except with the express written consent of the City, which consent may be withheld in the City's sole and absolute discretion, during the period that Licensee is using or has any interest in the Property, and is using the License, the use of the Property shall be restricted to the operation of a Restaurant and Liquor Store with on and off sales, trading as Town Hall Restaurant and Liquor ("Restaurant") or another substantially similar establishment, which receives not more than sixty percent (60%) of its average daily receipts from the Restaurant only over any three consecutive monthly periods from the sale of alcoholic beverages, and which complies strictly with the restrictions and requirements of the State of Maryland/Prince George's County Class B+ License. The calculation of the percentage of alcoholic beverages sold shall include the full cost of any such beverage, and not just the alcohol contained in the beverage. Licensee will provide the City, by January 25 of each year, with summaries of each month's receipts for the sales of alcoholic beverages and food for the preceding calendar year, and, at any time, such information in such form as

the City may reasonably require to permit the verification of sales required in this paragraph 2 of this Agreement. Such information need not be prepared by an accountant or auditor, but must be accompanied by a general affidavit signed by the Licensees affirming the accuracy of the information provided. Licensees may be required by the City to provide information to permit verification of the sales ratios required in this paragraph, including daily register receipts and the identity of, and invoices from, its alcohol and food suppliers. Any such information provided by Licensee that is claimed to be confidential shall be so marked by Licensee and the City will treat such record as confidential as allowed by law.

3. Use of Property. Except as otherwise set forth herein, those uses of the Property permitted by the applicable zoning for the Property shall be permitted uses for the purposes of this Agreement. In addition, the Property shall be subject to all of the restrictions imposed by the applicable zoning of the Property.

4. Noises and Nuisances. Licensee shall not permit any nuisance to be maintained, allowed or permitted on any part of the Property, and no use of the Property shall be made or permitted which may be noxious or detrimental to health or which may become an annoyance or nuisance to persons or businesses on surrounding property.

5. Operations. Licensee shall maintain and operate the Restaurant in a manner that all seats are available for dining and no area is designated solely for the consumption of alcoholic beverages. Alcoholic beverages will not be sold or served in the Restaurant portion of the premises prior to 9:00

a.m. or after 2:00 a.m., Monday through Saturday or prior to 9:00 a.m. or after 12:00 a.m. on Sunday. Alcoholic beverages will not be sold or served in the liquor store portion of the premises prior to 9:00 a.m. or after 12:00 a.m., Monday through Sunday. Food from a regular menu must be served at all times that the premises are open for business. At all times, at least 80% of the items listed on the regular menu shall be available for customers to order. The proposed menu provided by Licensee is attached as Exhibit A. Licensee shall ensure music levels that allow patron conversation in a normal tone of voice, and prohibit disruptive or rowdy behavior that disturbs the peaceful enjoyment of the facility by Licensee's patrons and other persons visiting the facility.

Cover and door charges will not be charged for entry to the Property. Sufficient seating for the capacity of persons allowed in the Restaurant will be provided. The minimum price for alcoholic beverages, including 16 oz. beers, shall be \$2.00. Licensee may sell beer in pitchers. Licensee will maintain all dining areas, including tables and chairs, inside the facility. Licensee shall ensure that the interior of the restaurant, including service areas, remain clean and graffiti free. The interior and exterior of the Property shall be rodent free. Licensee shall not allow grease, dirt, trash or graffiti to accumulate on any portion of the exterior of the Property that Licensee controls. Licensee agrees to fully comply with all applicable laws, including without limitation Subtitle 12, "Health", of the Prince George's County Code, and the Code of the City of College Park. Licensee shall not engage in window advertising of the sale of beer, wine, or liquor nor off-premises leafleting of cars or on public right of way promoting the sale of beer,

wine or liquor. All off-premises advertising of specials, happy hours or reduced prices for beer, wine or liquor shall be limited to promotions coupling the sale or service of food with the sale of alcoholic beverages. Licensee shall use an identification scanner system, designed to recognize false identification prior to making alcoholic beverage sales. The scanner shall be used for all persons who appear to be under the age of thirty five (35) years. Licensee will not accept State of Maryland vertical type licenses as proof of age.

Licensee shall not rent the facilities to individuals or businesses involved in promoting or making a business or profit from producing musical, band or disc jockey events. Licensee shall not provide tables, such as a beer pong table, whose purpose is for use in drinking games. Licensee shall not sponsor or support drinking games within the Property.

6. Enforcement. The City shall have the right to enforce, by any proceeding at law or in equity, including injunction, all restrictions, terms, conditions, covenants and agreements imposed upon the Property and/or Licensee pursuant to the provisions of this Agreement. The parties agree that if Licensee should breach the terms of the Agreement, the City would not have an adequate remedy at law and would be entitled to bring an action in equity for specific performance of the terms of this Agreement. In the event of a violation of paragraph 2 of this Agreement, Licensee shall have sixty (60) days from the date of notification of the violation to adjust his operations and achieve compliance, as measured during the sixty (60) day period, with the requirements of paragraph 2 of this Agreement. In the event the City is required to enforce this Agreement and

Licensee is determined to have violated any provision of this Agreement, Licensee will reimburse the City for all costs of the proceeding including reasonable attorney's fees. Should Licensee prevail in any action brought by the City to enforce a provision of this Agreement, the City shall reimburse Licensee for all costs of the proceeding including reasonable attorney's fees.

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

8. Assignment of License. In consideration for the City voicing no objection to Licensee's application for the new License, Licensee agrees that it shall not sell, transfer, or otherwise assign its rights under the License to any entity or individual for use or operation within the City without the express prior written consent of the City, which consent will not be unreasonably withheld.

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

10. Scope and Duration of Restrictions. The restrictions, conditions and covenants imposed by this Agreement shall be valid only so long as Licensee maintains a License at the Restaurant, or some other substantially similar casual dining restaurant.

11. Security. Pursuant to Article 2B, §6-201(r)(19) of the Annotated

Code of Maryland, Licensee is required to obtain a License for special entertainment or to obtain an exemption. Prior to seeking or operating under a License for special entertainment or an exemption, Licensee agrees that it shall first present to the City its plans for entertainment as well as for any required security. For any activities authorized by such a license or exemption, the Licensee shall have and maintain a Security Plan to prevent the Property and any such activities from posing a threat to the peace and safety of the surrounding area. The Security Plan shall, at minimum, comply with the requirements of the Board of License Commissioners. Any required Security Plan for the Licensee is subject to review and revision annually or upon request by Prince George's County Police, the University of Maryland Police or the City of College Park.

a. Licensee shall diligently enforce ID policies through trained and certified managers and employees. Licensee agrees to take all necessary measures to ensure that under age persons do not obtain alcoholic beverages.

b. All personnel involved in the sale of alcohol and all managers shall be trained in a State approved alcohol awareness program before serving alcohol.

c. All serving, bar, security and management employees will be 18 years or older.

12. Exterior Improvements. Licensee shall invest a minimum of Fifty-thousand Dollars (\$50,000.00) within six months of the effective date of this Agreement, to perform the following as exterior improvements:

a. Replace the fence at the rear of the Property, incorporating openness and visibility.

b. Paint or other surface treatment to improve the overall exterior façade.

c. Improved exterior lighting.

d. Improvement of pole signage at front of building.

13. Notices. All notices given hereunder shall be in writing and shall be deemed to have been given when hand delivered against receipt of three (3) days after deposit with the United States Postal Service, as registered or certified mail, return receipt requested, postage prepaid, addressed:

(i) If to Licensee:

with a copy to:

Robert J. Kim, Esq.
McNamee Hosea
6411 Ivy Lane, Suite 200
Greenbelt, MD 21401

(ii) If to the City:

Scott Somers
City Manager
City of College Park
4500 Knox Road
College Park, Maryland 20740

with copy to:

Suellen M. Ferguson, Esquire
Council, Baradel, Kosmerl & Nolan P.A.
125 West Street, 4th Floor
P.O. Box 2289
Annapolis, MD 21404

14. Amendments. This Agreement may not be amended or modified except in writing executed by all parties hereto, and no waiver of any

provision or consent hereunder shall be effective unless executed in writing by the waiving or consenting party.

15. Severability. The provisions of this Agreement shall be deemed severable, so that if any provision hereof is declared invalid, all other provisions of this Agreement shall continue in full force and effect.

16. Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Maryland.

17. Counterparts. This Agreement may be executed in any number of counterparts each of which shall constitute an original and all of which together shall constitute one agreement.

18. Headlines. The headings or titles herein are for convenience of reference only and shall not affect the meaning or interpretation of the contents of this Agreement.

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

WITNESS/ATTEST

Town Hall Wine and Spirits, LLC

Signature
Name: _____
Title: _____

Ashuta Tandon
Authorized Person

WITNESS/ATTEST

CITY OF COLLEGE PARK

Janeen S. Miller, CMC, City Clerk

By:_____
Scott Somers, City Manager

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

By:_____
Suellen M. Ferguson, City Attorney

**BOARD OF LICENSE COMMISSIONERS
April 19, 2016**

NOTICE IS HEREBY GIVEN: that applications have been made with the Board of License Commissioners for Prince George's County, Maryland for the following alcoholic beverage licenses in accordance with the provisions of Article 2B.

TRANSFER

Jinzhu Jiang, Owner, for a Class B+, Beer, Wine and Liquor License for the use of, **t/a The Bottom Line Bar**, 9008 Old Branch Avenue, Clinton, 20735, transfer from, t/a The Bottom Line Bar, Margarita Lazarou, Owner.

Atty: _____ Opp: _____

Ashuta Tandon, Member-Manager, for a Class B+, Beer, Wine and Liquor License for the use of Town Hall Wine and Spirits, LLC, **t/a Town Hall Restaurant and Liquor**, 8135 Baltimore Avenue, College Park, 20740, transfer from J&G, Inc., t/a Town Hall Restaurant, Ronald Burdoo, President, Mary Burdoo, Secretary/Treasurer, Keith Murray, Recording Secretary.

Atty: Robert Kim, Esquire Opp: _____

TRANSFER OF LOCATION

Jaymini Patel, Member-Manager, for a Class A, Beer, Wine and Liquor License for the use of Accokeek Liquors, LLC, **t/a Accokeek Liquors**, 15789 Livingston Road, Unit 116, Accokeek, 20607, transfer of location from Southern Maryland Liquors, Inc., t/a 301 Center Liquors, 7501 Clymer Drive, Brandywine, 20613, W. Ladd Prohaska, Jr., President/Secretary/Treasurer.

Atty: Robert Kim, Esquire Opp: _____

NEW

Cheryl Glover, Owner, for a new Class B, Beer License for the use of Destiny Wings Two, LLC, **t/a Wingstop**, 14623 Baltimore Avenue, Laurel, 20707.

Atty: _____ Opp: _____

Dean Manternach, President, Mark Evans, Secretary, Lavonne Snowden, Assistant Secretary, for a new Class B(BH), Beer, Wine and Liquor License for the use of R.I. of Largo, Inc., **t/a Residence Inn Largo Capital Beltway**, 1330 Caraway Court, Largo, 20774.

Atty: Jason Deloach, Esquire Opp: _____

Demola Quadri, Director, for a new Class C (Fraternal), Beer, Wine and Liquor License for the use of Abuja Country Club, Inc., **t/a Abuja Country Club**, 8687 Cherry Lane, Laurel, 20707.

Atty: _____ Opp: _____

A hearing will be held at 9200 Basil Court, Room 410, Largo, Maryland 20774, **10:00 a.m., Tuesday, April 19, 2016**. Additional information may be obtained by contacting the Board's Office at 301-583-9980.

BOARD OF LICENSE COMMISSIONERS

Attest:
David D. Son, Director
February 25, 2016

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.

2

Amendment to the contract with NZI for construction of Randolph Macon Avenue

(The material for this item is not yet ready)

3

Approval of an Amendment to the Declaration of Covenants with Robert Kidwell

(The material for this item is not yet ready)

4

Approval of an Amendment to the City's Homeownership Grant program

(The material for this item is not yet ready)

5

Support for CB-3-2016, County legislation against hydraulic fracturing



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

Prepared By: Bill Gardiner, Assistant City Manager **Meeting Date:** April 5, 2016
Presented By: Bill Gardiner, Assistant City Manager **Proposed Consent:** No

Originating Department: City Council

Issue Before Council: City Council support of CB-3-2016, County legislation that would prohibit hydraulic fracturing in the County

Strategic Plan Goal: Goal 2: Environmental Sustainability

Background/Justification:

The statewide ban on hydraulic fracturing (also called "fracking") expires in October 2017. The County Zoning Ordinance does not define hydraulic fracturing or make it a prohibited use. A portion of the Taylorsville Gas Basin is located in Prince George's County.

CB-3-2016 defines hydraulic fracturing and prohibits hydraulic fracturing and related uses in all zones in the County in order to prevent negative economic, environmental, and health effects on residents.

Council Members Lehman and Glaros are bill sponsors.

Fiscal Impact:

None

Council Options:

- #1: Authorize the Mayor to send correspondence on behalf of the City in support of CB-3-2016.
- #2: Authorize the Mayor to send correspondence on behalf of the City in opposition to CB-3-2016.
- #3: Take no position on CB-3-2016.

Staff Recommendation:

#1

Recommended Motion:

I move to authorize the Mayor to sign the attached letter of support of CB-3-2016, legislation that defines hydraulic fracturing and prohibits it in any zone in the County.

Attachments:

- 1. CB-3-2016
- 2. Draft letter

**COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND
SITTING AS THE DISTRICT COUNCIL
2016 Legislative Session**

Bill No. CB-3-2016

Chapter No. _____

Proposed and Presented by Council Members Lehman, Taveras, Turner, Glaros, Franklin

Introduced by Council Members Lehman, Turner, Glaros and Patterson

Co-Sponsors _____

Date of Introduction March 1, 2016

ZONING BILL

1 AN ORDINANCE concerning

2 Hydraulic Fracturing

3 For the purpose of providing a definition for hydraulic fracturing in the Zoning Ordinance and
4 adding hydraulic fracturing uses, including the hydraulic fracturing of a well for the exploration
5 or production of natural gas, as a prohibited use in all zones within Prince George's County.

6 BY repealing and reenacting with amendments:

7 Sections 27-107.01 and 27-115,

8 The Zoning Ordinance of Prince George's County, Maryland,

9 being also

10 SUBTITLE 27. ZONING.

11 The Prince George's County Code

12 (2015 Edition).

13 SECTION 1. BE IT ENACTED by the County Council of Prince George's County,
14 Maryland, sitting as the District Council for that part of the Maryland-Washington Regional
15 District in Prince George's County, Maryland, that Sections 27-107.01 and 27-115 of the Zoning
16 Ordinance of Prince George's County, Maryland, being also Subtitle 27 of the Prince George's
17 County Code, be and the same are hereby repealed and reenacted with the following
18 amendments:

19 **SUBTITLE 27. ZONING.**

20 **PART 2. GENERAL.**

DIVISION 1. DEFINITIONS.

Sec. 27-107.01. Definitions.

(a) Terms in the Zoning Ordinance are defined as follows:

* * * * *

(122) **Hotel:** A "Building" which contains six (6) or more "Guest Rooms," none of which have entrances from outside the "Building," and where (for compensation) temporary lodging is provided. A "Motel," "Fraternity or Sorority House," "Dormitory," "Tourist Home," "Rooming House," or "Boardinghouse" shall not be considered a "Hotel." A Hotel shall not be considered a "Bed-and-Breakfast Inn."

(122.01.01) **Hydraulic fracturing:** A drilling technique that expands existing fractures or creates new fractures in rock by injecting fluids, often a mixture of water and chemicals, sand, or other substances, and often under pressure, into or underneath the surface of the rock or purposes that include well drilling and the exploration or production of natural gas. Hydraulic fracturing includes fracking, hydrofracking, and hydrofracturing, and further includes the storage, treatment, transfer, production materials, support activities, and the disposal of flow back fluids that return to the surface after a hydraulic fracture is completed, wastewater, or drill cuttings generated by hydraulic fracturing activities in the County, for purposes of preventing detrimental economic, environmental, and health effects of the use for the protection of the public safety, health, and welfare of the citizens and residents of the County.

(122.1) **Impervious Surfaces:** Impervious surfaces consist of areas which are not water permeable as a result of pavement, buildings, or compaction of soils during construction.

* * * * *

DIVISION 4. REGULATIONS APPLICABLE IN ALL ZONES.

SUBDIVISION 1. USES.

* * * * *

Sec. 27-115. Prohibited uses.

(a) The following uses are prohibited in all zones:

* * * * *

(2) Hydraulic fracturing uses, including the storage, treatment, transfer, production materials, support activities, and the disposal of flow back, wastewater, or drill cuttings generated by hydraulic fracturing activities in the County, for purposes of preventing detrimental

1 economic, environmental, and health effects of the use for the protection of the public safety,
2 health, and welfare of the citizens and residents of the County.

3 (3) The business of buying of the following items within a guest room of a hotel,
4 motel, tourist home, or tourist camp, or from any vehicle parked on any lot, or permitting the
5 business by the owner or managing agent of the property;

6 * * * * *

7 [(3)] (4) Prisons, detention centers, and corrections facilities, unless owned or operated
8 by Prince George's County.

9 SECTION 2. BE IT FURTHER ENACTED that the provisions of this Ordinance are
10 hereby declared to be severable; and, in the event that any section, subsection, paragraph,
11 subparagraph, sentence, clause, phrase or word of this Ordinance is declared invalid or
12 unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall
13 not affect the remaining words, phrases, clauses, sentences, subparagraphs paragraphs,
14 subsections, or sections, being the express intent of the Council to enact this Ordinance without
15 the inclusion of any such invalid or unconstitutional word, phrase, clause, sentence, paragraph,
16 subparagraph, subsection, or section herein.

17

1
2

SECTION 3. BE IT FURTHER ENACTED that this Ordinance shall take effect on the date of its adoption.

Adopted this _____ day of _____, 2016.

COUNTY COUNCIL OF PRINCE GEORGE'S
COUNTY, MARYLAND, SITTING AS THE
DISTRICT COUNCIL FOR THAT PART OF
THE MARYLAND-WASHINGTON REGIONAL
DISTRICT IN PRINCE GEORGE'S COUNTY,
MARYLAND

BY: _____
Derrick L. Davis
Chairman

ATTEST:

Redis C. Floyd
Clerk of the Council

KEY:

Underscoring indicates language added to existing law.

[Brackets] indicate language deleted from existing law.

Asterisks *** indicate intervening existing Code provisions that remain unchanged.

April 5, 2016

The Honorable Derrick Leon Davis, Chair
Prince George's County Council
County Administration Building
14741 Governor Oden Bowie Drive
Upper Marlboro, Maryland 20772-3050

Dear Chair Davis and Council Members:

The City Council recently discussed CB-3-2016, which defines hydraulic fracturing in the Zoning Ordinance and prohibits it in any zone in the County. The Council voted to support this legislation.

Hydraulic fracturing has created documented environmental and health problems in many communities across the country, and the City has supported State legislation that would ban the practice statewide. Although it is unlikely there would be hydraulic fracturing in College Park even without CB-3-2016, the pollution caused by hydraulic fracturing elsewhere in the County could impact our residents.

I respectfully request your support of CB-3-2016, and thank you for your consideration of the City's position.

Sincerely,

Patrick L. Wojahn
Mayor

6

Support for CR-014-2016, County legislation re: RISE Zone Program



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

Prepared By: Bill Gardiner, Assistant City Manager **Meeting Date:** April 5, 2016
Presented By: Bill Gardiner, Assistant City Manager **Proposed Consent:** No

Originating Department: Administration

Issue Before Council: City Support for the County participation in the proposed Greater College Park RISE Zone

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

Background/Justification:

The Regional Institution Strategic Enterprise Zone (RISE) is a new State program to encourage investment and job creation near universities committed to community economic development. Certain qualified development and businesses within a designated RISE Zone would be eligible for real property tax credits and other benefits. The minimum real property tax credit is 50% on the increase to the assessed value for the first year, and a 10% credit for each of the following four years. The City, the County, the University of Maryland, the Town of Riverdale Park, and the College Park City-University Partnership have been working on a proposed joint RISE Zone application since late 2015.

County Resolution 14-2016 would authorize the County's participation in the Greater College Park RISE Zone application. It shows the boundaries of the proposed zone, and provides two levels of County real property tax credits: the minimum credit for new investment for commercial and industrial businesses (excluding retail, hotels and motels, and grocery stores), and a five-year, 75 percent County property tax credit for high technology companies. It also directs the County Executive to develop implementation procedures. The Resolution states that the RISE Zone "would be an important element of the joint initiative to attract quality private sector investment and to revitalize commercial, research and residential areas . . ." and that "the County's partnership with UMD is critical to the growth and success of UMD and the County's overall economy."

The County's participation in the RISE Zone and proposal to offer significant County property tax credits for new investment would be very beneficial to the City of College Park. The City still must determine the City's participation in the RISE Zone and determine its tax credit contribution. This issue will be discussed during a future Worksession.

Fiscal Impact:

There is no fiscal impact of the City supporting the County legislation.

Council Options:

1: Authorize the Mayor to sign the attached letter to the Prince George's County Council indicating the City's support for the County participation in the RISE Zone.

#2: Take no action.

Staff Recommendation:

#1

Recommended Motion:

I move that Council authorize the Mayor to sign the attached letter stating the City's support for CR-14-2016 concerning the County's participation in the Greater College Park Regional Institution Strategic Enterprise Zone.

Attachments:

1 - CR-14-2016
2 - Draft letter

COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND
2016 Legislative Session

Resolution No. CR-14-2016
Proposed by The Chairman (by request – County Executive)
Introduced by Council Members Davis, Turner, Glaros, Lehman and Taveras
Co-Sponsors _____
Date of Introduction March 22, 2016

RESOLUTION

1 A RESOLUTION concerning

2 Regional Institution Strategic Enterprise (“RISE”) Zone Program

3 For the purpose of approving the designation of the Greater College Park Regional Institution
4 Strategic Enterprise (“RISE”) Zone.

5 WHEREAS, during the 2014 Session, the Maryland General Assembly passed House Bill
6 742, which established the Regional Institution Strategic Enterprise (“RISE”) Zone Program,
7 codified as Section 5-1401 *et seq.* of the Economic Development Article of the Annotated Code
8 of Maryland (the “Economic Development Article”); and

9 WHEREAS, the purpose of the RISE Zone Program is to access institutional assets that
10 have a strong and demonstrated history of commitment to economic development and
11 revitalization in the communities in which they are located; and

12 WHEREAS, the RISE Zone Program provides income and property tax credits to
13 qualifying businesses within a geographical area designated as a RISE zone by the Maryland
14 Department of Commerce; and

15 WHEREAS, pursuant to Section 5-1404(a) of the Economic Development Article, a
16 “qualified institution” shall apply jointly with a county, a municipal corporation, or the economic
17 development agency of a county or municipal corporation to the Secretary of the Maryland
18 Department of Commerce to designate an area as a RISE zone; and

19 WHEREAS, a “qualified institution” is an entity that is designated under Section 5-1403 of
20 the Economic Development Article and may include: (1) a regional higher education center as
21 defined under Section 10-101 of the Education Article of the Annotated Code of Maryland; (2)
22 an institution of higher education as defined under Section 10-101 of the Education Article of the

1 Annotated Code of Maryland; or (3) a nonprofit organization that is affiliated with a federal
2 agency; and

3 WHEREAS, on September 11, 2015, the Secretary of the Maryland Department of
4 Commerce designated the University of Maryland College Park (“UMD”) as a “qualified
5 institution”; and

6 WHEREAS, UMD, the City of College Park, the Town of Riverdale Park, and Prince
7 George’s County, Maryland (the “County”) are jointly applying to the Secretary of the Maryland
8 Department of Commerce to designate a certain area as a RISE zone (hereinafter referred to as
9 the “Greater College Park RISE Zone”); and

10 WHEREAS, the proposed Greater College Park RISE Zone is located within the County,
11 the City of College Park, and the Town of Riverdale Park at UMD’s Research Park; and

12 WHEREAS, the Greater College Park RISE Zone is comprised of approximately four
13 hundred seventy (470) acres and includes four major locations at: (1) UMD’s Technology
14 Advancement Building; (2) UMD’s Innovation District; (3) UMD’s Research Park and other
15 nearby development sites; and (4) the property fronting Baltimore Avenue, from Fordham Lane
16 to Maryland Route 193; and

17 WHEREAS, UMD is the State’s flagship university and is one of the nation’s preeminent
18 public research universities; and

19 WHEREAS, UMD is vital to the County’s economy, with thirty-seven thousand five
20 hundred (37,500) students, seventeen thousand (17,000) faculty and staff, and an annual
21 economic impact of \$3.16 billion; and

22 WHEREAS, UMD is the birthplace of numerous startup-technology companies and
23 innovations and will be the source of much of the County’s future workforce; and

24 WHEREAS, UMD has a five hundred million dollar (\$500,000,000) annual research budget
25 and is the largest employer and economic driver in the Greater College Park area; and

26 WHEREAS, UMD has a strong record of economic development, which includes:
27 launching the State’s first technology incubator, investing in the State’s first technology transfer
28 office, and building the State’s largest research park; and

29 WHEREAS, UMD has launched an initiative called “Greater College Park,” which
30 integrates UMD’s vision of making the immediate area a premier university town by linking
31 dynamic academic buildings, a public-private research hub and a vibrant downtown community;

1 and

2 WHEREAS, Greater College Park is a realization and extension of the University District
3 Vision, a collaborative effort spearheaded by the College Park City-University Partnership; and

4 WHEREAS, the Greater College Park RISE Zone would be an important element of the
5 joint initiative to attract quality private sector investment and to revitalize commercial, research
6 and residential areas in the proposed zone; and

7 WHEREAS, the County's partnership with UMD is critical to the growth and success of
8 UMD and the County's overall economy; and

9 WHEREAS, Attachment A, attached hereto and made part hereof, depicts the boundaries of
10 the Greater College Park RISE Zone; and

11 WHEREAS, Section 5-1404(d) of the Economic Development Article provides that: (1)
12 unless a county in which a municipal corporation is located agrees to the designation of a RISE
13 zone in the municipal corporation, qualified property in the municipal corporation may not
14 receive a tax credit against county property tax; and (2) unless a municipal corporation located
15 within a county agrees to the designation of a RISE zone within its boundaries, qualified
16 property in the county may not receive a tax credit against the municipal property tax; and

17 WHEREAS, the County Executive expresses approval of the designation of the Greater
18 College Park RISE Zone; and

19 NOW, THEREFORE, BE IT RESOLVED that the County Council of Prince George's
20 County, Maryland hereby expresses approval of the joint application by the University of
21 Maryland College Park, the City of College of Park, the Town of Riverdale Park, and Prince
22 George's County, Maryland to be submitted to the Secretary of the Maryland Department of
23 Commerce for the designation of the Greater College Park Regional Institution Strategic
24 Enterprise ("RISE") Zone.

25 BE IT FURTHER RESOLVED that the County Council of Prince George's County,
26 Maryland hereby expresses approval for the standard real property tax credit, effective for a five
27 (5) year period pursuant to Section 5-1404(f) of the Economic Development Article of the
28 Annotated Code of Maryland, of fifty percent (50%) in the first year, and ten percent (10%) in
29 years two through five, for properties located in the RISE zone, excluding: retail businesses;
30 hotels and motels; and grocery stores.

31 BE IT FURTHER RESOLVED that the County Council of Prince George's County,

1 Maryland hereby expresses approval of a real property tax credit with a credit percentage of
2 seventy-five percent (75%), effective for a five (5) year period, for high technology companies
3 and businesses in the key target industries, including: engineering, data analytics, earth sciences,
4 virtual reality, cybersecurity, quantum computing, linguistics, additive manufacturing, e-
5 commerce, robotics, aerospace, biotechnology and similar industries.

6 BE IT FURTHER RESOLVED by the County Council of Prince George’s County,
7 Maryland that the County Executive shall develop procedures to implement the RISE Zone
8 Program in the County.

9 BE IT FURTHER RESOLVED that the County Council of Prince George’s County,
10 Maryland will hold a public hearing for this Resolution in accordance with Section 317 of the
11 Charter for Prince George’s County.

12 BE IT FURTHER RESOLVED that the County Council of Prince George’s County,
13 Maryland hereby acknowledges that the Maryland-National Capital Park and Planning
14 Commission determined that the Greater College Park RISE Zone is not located in: (1) a
15 development district established under Title 12, Subtitle 2 of the Economic Development Article
16 of the Annotated Code of Maryland; or (2) a special taxing district established under Title 21 of
17 the Local Government Article of the Annotated Code of Maryland.

18 BE IT FURTHER RESOLVED by the County Council of Prince George’s County,
19 Maryland that the designation of an area as a RISE zone may not be construed to limit or
20 supersede a provision of a comprehensive plan, zoning ordinance, or other land use policy
21 adopted by the County, a municipal corporation, or bicounty agency with land use authority over
22 the area designated as a RISE zone.

23 BE IT FURTHER RESOLVED by the County Council of Prince George’s County,
24 Maryland that copies of this Resolution shall be sent by the Clerk of the Council to the County
25 Executive, the University of Maryland College Park, the City of College Park, the Town of
26 Riverdale Park, and the Secretary of the Maryland Department of Commerce.

Adopted this ____ day of _____, 2016.

COUNTY COUNCIL OF PRINCE
GEORGE'S COUNTY, MARYLAND

BY: _____
Derrick Leon Davis
Chairman

ATTEST:

Redis C. Floyd
Clerk of the Council

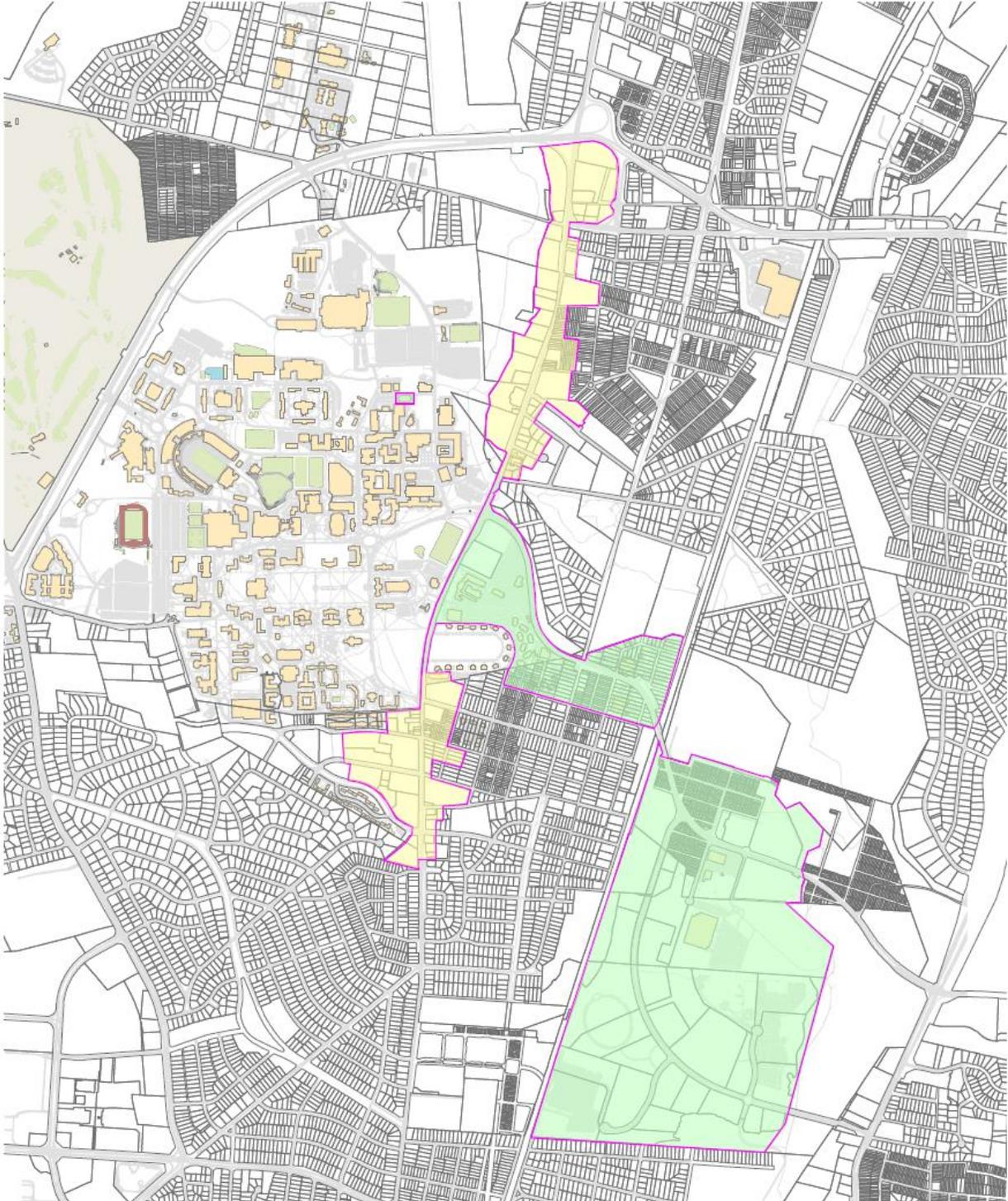
APPROVED:

DATE: _____

BY: _____
Rushern L. Baker, III
County Executive

Attachment A

Greater College Park RISE Zone



-  Greater College Park RISE Zone
-  Baltimore Avenue Subzone

April 5, 2016

The Honorable Derrick Leon Davis, Chair
Prince George's County Council
County Administration Building
14741 Governor Oden Bowie Drive
Upper Marlboro, Maryland 20772-3050

Dear Chair Davis and Council Members:

The City Council recently discussed County Resolution 14-2016, which would authorize Prince George's County to participate in the proposed Greater College Park Regional Institution Strategic Enterprise (RISE) Zone. The RISE program is designed to encourage investment and job creation near universities committed to community economic development. The University of Maryland is well-positioned to attract and grow technology businesses and other amenities that will benefit the entire region, and the RISE Zone incentives will help us jump-start these efforts.

The City Council appreciates the County's collaboration with the University and local municipalities on this important initiative, and respectfully requests your support of CR-14-2016.

Thank you for your consideration of the City's position.

Sincerely,

Patrick L. Wojahn
Mayor

Cc: Rushern L. Baker, III, Prince George's County Executive
Dr. Wallace Loh, President, University of Maryland College Park

7

Support for Hyattsville
CDC grant application
to the Redevelopment
Authority for Trolley
Trail signs



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

Prepared By: Bill Gardiner,
Assistant City Manager

Meeting Date: April 5, 2016

Presented By: Bill Gardiner

Proposed Consent Agenda: No

Originating Department: Planning

Issue Before Council: Request by the Hyattsville CDC for a letter supporting its grant application for additional Trolley Trail signage

Strategic Plan Goal: Goal 4: Quality Infrastructure

Background/Justification:

The Hyattsville CDC is implementing a pilot project funded by the Maryland Heritage Area Authority to design and fabricate sculptural signage for the Trolley Trail. The Hyattsville CDC will coordinate, commission, and produce the following at one or two locations:

- a sculpturally-designed signage station;
- a signage template to be placed within the kiosk;
- a closely-related online, interactive Trail Art Locator map for trail users.

The signage will focus on bolstering and supporting the trail at intersections where economic development, heritage tourism, or other activity centers are located.

The Hyattsville CDC is applying for a \$50,000 grant from the Redevelopment Authority's Community Impact Grant (available to non-profit organizations) to expand the project so additional signage stations can be constructed and installed. The expanded project seeks to provide signage for each municipality along the Trolley Trail (from College Park to Hyattsville) and along the Northwest Branch Stream Valley Trail (which runs through Hyattsville, North Brentwood, Brentwood, and Mount Rainier). The Hyattsville CDC has also committed \$30,000 in staff and other resources to the project to date.

If the City supports the grant application, it will be asked to participate in the design jury for the pilot project, work with the Hyattsville CDC to identify appropriate signage locations, and to assist with developing the local information for the signs.

Support for the grant application does not commit the City to installing a sign.

Fiscal Impact: There is no fiscal impact.

Council Options:

- #1: Support the Hyattsville CDC grant application and participate in the project.
- #2: Decline to support the grant application.

Staff Recommendation:

1

Recommended Motion:

I move to authorize the Mayor to sign the attached letter of support for the Hyattsville CDC's grant application for signage along the Trolley Trail.

Attachments:

1. ARTways: Sculptural Signage & Mapping Overview
2. Draft Letter

ARTways: Sculptural Signage & Mapping

A Project from the Hyattsville CDC

Project & Purpose

- Produce sculpturally-inspired signage for the trail system
- Connect trail intersections with local economic development nodes, heritage tourism, or other activity centers
- Sign information to be coordinated with local municipalities, ATHA, and M-NCPPC

Design Requirements

Optional unique elements



Design Requirements

Easily replicated main structure



Design Requirements

Allow for easy insert/removal of customized local information

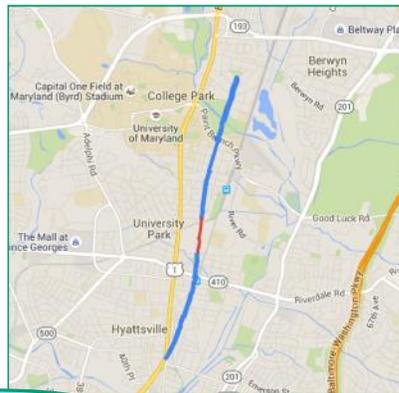


Goals & Outcomes

- Introduce public art into our trail structures
- Generate greater visual interest and natural transitions at connection points
- Deepen the functionality & accessibility of our trail signage
- Increase Trolley Trail usage
- Direct visitors to local town & activity centers

Fostering Connections

- Connect residents & visitors to sites along the trail
- Connect trail info to online resources through QR codes
- Connect Route 1 municipalities



Partner with us

- Participate in Design Jury
- Assist in determining sign locations
- Collaborate for signage information
- Support our upcoming grant application



Hyattsville cdc

- Molly O'Connell, Program Manager
moconnell@hyattsvillecdc.org
(301) 683-8267
- Stuart Eisenberg, Executive Director
eisenberg@hyattsvillcdc.org
(301) 683-8267



April 6, 2016

Mr. Howard Ways, Executive Director
Redevelopment Authority of Prince George's County
9200 Basil Court, Suite 504
Largo, MD 20774

Dear Mr. Ways:

During our April 5 meeting, the College Park City Council discussed and voted to support the Hyattsville Community Development Corporation's application to the Redevelopment Authority for an FY 2016 Community Impact Grant. The application will finance the fabrication and installation of sculptural wayfinding signage along the Trolley Trail.

Alternative forms of transportation are becoming increasingly vital as development continues along Baltimore Avenue in College Park. The Trolley Trail offers an important transportation option parallel to Baltimore Avenue. This signage will enable our residents and visitors to utilize the trail to its full potential. It will also encourage them to visit amenities here and in our neighboring communities, such as Riverdale Park and Hyattsville, and in turn bring their residents to visit the numerous businesses in College Park.

We are excited about this opportunity to collaborate with our neighbors and improve our trails. Thank you for your consideration of our support and the Hyattsville CDC proposal.

Sincerely,

Patrick L. Wojahn
Mayor

Cc: Dannielle Glaros, Prince George's County Council Member, District 3
Stuart Eisenberg, Executive Director, Hyattsville Community Development Corporation

8

Aging-In-Place Task Force report



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

Prepared By: Peggy Higgins,
Youth, Family and Senior Services

Meeting Date: April 5, 2016

Presented By: Aging-in-Place Task Force Co-chairs:
David Dorsch and Helen Barnes

Proposed Consent: No

Originating Department: Youth, Family and Senior Services

Issue Before Council: Council has requested a status report by the Aging in Place Task Force.

Strategic Plan Goal: Goal 1: One College Park:

Background/Justification:

In October 2014 the City Council established an Aging-in-Place Task Force and charged the Task Force with the listed tasks and to submit a final report by January 2015.

The Task Force is charged to:

- 1) identify existing City resources that support our aging population;
- 2) identify existing County resources that support our aging population;
- 3) identify needs of the City's aging population who desire to age-in-place;
- 4) identify gaps between current resources and the needs of the aging-in-place population;
- 5) identify and research potential strategies that the City could pursue to address the gaps between the available resources and current needs for aging-in-place.

Council appointments to the Task Force occurred between October 2014 and April 2015 with the Task Force's first meeting being held February 2015. The Task Force initially focused on the development and distribution of an aging-in-place survey through the spring of 2015. By June 2015 303 responses were received, mostly from seniors.

Since reviewing the survey results, the Task Force has been working on the development of the report. The draft report is attached.

Fiscal Impact:

Undetermined.

Council Options:

The City Council requested a status report from the Aging-in-Place Task Force prior to Council FY'17 budget discussions. Aging-in-Place Co-chairs Helen Barnes and David Dorsch have been invited to the April 5 Work-session for this purpose.

Staff Recommendation:

N/A

Recommended Motion:

N/A

Attachment:

1 - Aging in Place Task Force Draft Report

AGING IN PLACE TASK FORCE

Report to Mayor & Council
April 2016

DRAFT Aging in Place Report

April 4,

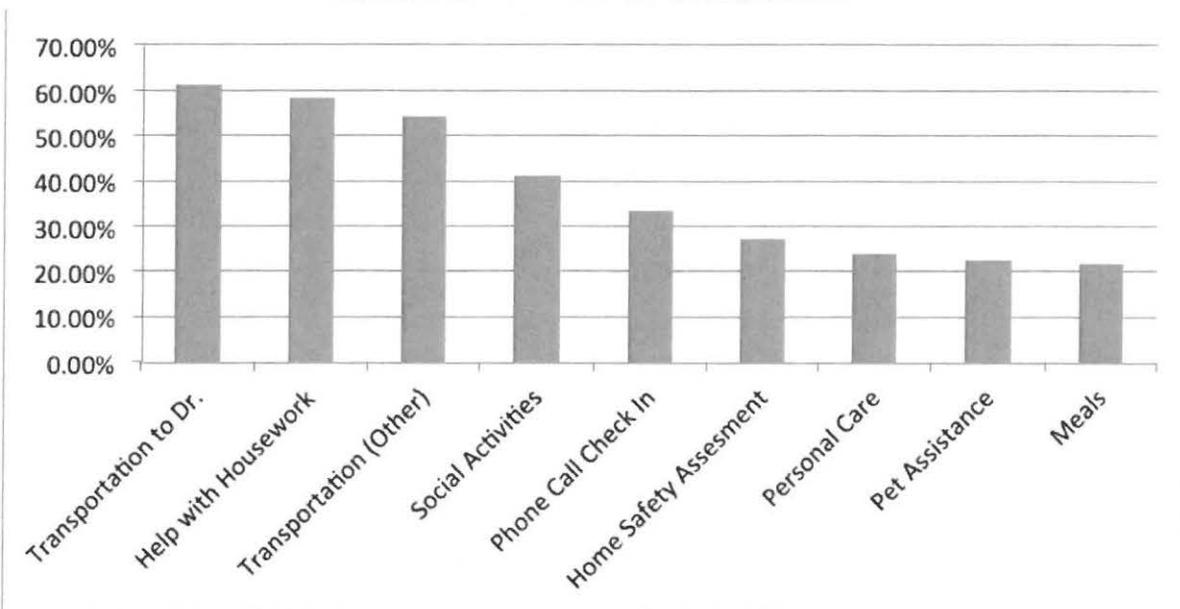
2016

049

EXECUTIVE SUMMARY

The City of College Park established the Aging in Place Task Force, consisting of city councilmembers, College Park residents, and city staff, in October 2014. The charge of the committee is to provide the city council with recommendations to help seniors remain in their homes as they age. In order to develop recommendations for how the City of College Park can best meet the needs of seniors aging-in-place, the Task Force conducted a survey of older adults within College Park, spoke with local service providers, and engaged the College Park Seniors Program staff to determine what the most common requests for services and those requests that are unable to meet. The results of these efforts were then used to develop recommendations regarding services and structures the city might provide in order to fill those gaps in service.

NEEDS IDENTIFIED BY THE SURVEY



This report consists of two sets of recommendations. The first set includes recommendations that respond directly to the needs reflected in the survey, including enhancements to existing services, such as transportation and social activities, that residents responding to the survey identified as existing needs, as well as new services that are not currently being offered. The second set includes strategic ways senior services could be enhanced city-wide (i.e. a case management tool and communication plan).

The United States Census Bureau predicts a significant growth in the number of people 65 and over both in our region and nationwide.

Additionally, there are several seniors who live in the City who do not currently take advantage of the services provided. In order to address these needs, the Task Force asks the College Park City Council to consider expanding services available to seniors and enhancing the ways in which the city communicates information to seniors, as well as providing resources and referrals to connect seniors with other services that exist. The recommendations of this report, along with guidance from city staff, will help determine which recommendations are a priority for the city and projected timelines (short-term vs. long-term) for the implementations of those recommendations.

INTRODUCTION

Aging-In-Place is the ability of someone to continue to live in their residence of choice and community safely, independently, and comfortably, for long as they are able, as they age.

“To be clear: the act of aging in place takes place during a period of time in an elderly person’s life where they can have the things that they need in their daily life, while maintaining their quality of life.

The reason this distinction is important is because many people think aging in place will fix the problems they have in their lives. The only problems that can be fixed while aging in place are the ones that a person has planned for (i.e. finances, health, personal or health care, etc.).”

Source: <http://ageinplace.com/aging-in-place-basics/what-is-aging-in-place/>

The Aging in Place Task Force [The Task Force] was created by Resolution 14-R-07 [Appendix A], adopted by the College Park City Council on April 8, 2014, to fulfill the action item in the FY 2014 Action Plan to “Create a seniors aging-in-place ad hoc committee of the Council to explore options for the creation of an aging-in-place program in College Park to help seniors remain in their homes.” The charge of the task force was to:

- Identify existing City resources that support our aging population
- Identify existing County Resources that support our aging population
- Identify needs of the City’s aging population that desire to age-in-place
- Identify gaps between current resources and the needs of the aging-in-place population
- Identify and research potential strategies that the city could pursue to address the gaps between the available resources and the current needs for aging-in-place. Such potential strategies should include:
 - an information and referral service
 - a volunteer network
 - a senior daycare facility
 - addressing nutritional needs with current stakeholder

The task force is made up of member of the city council and residents appointed by the city council from all four districts. (See p. 43 of Appendix)

CITY RESOURCES

DRAFT Aging in Place Report

April 4,

2016
052

The City of College Park provides direct services [Appendices E and F] to the aging-in-place population through the Youth, Family & Senior Services Department. The Seniors Program staff provides assistance to College Park residents aged 62 and older providing case management and advocacy services for seniors in interfacing with other agencies, including health insurance companies, Medicare, Social Security, prescription drug programs and Social Services. Staff serves as liaison to other community resources and provide assistance in understanding business correspondence and other personal matters. They provide counseling service to resolve family and interpersonal issues and provide information and referral to other community, County and State resources including other transportation resources. Additional services include limited bus transportation to local Prince George's County medical appointments and to local shopping centers with grocery store, day trips, local outings and periodic senior socials. The Senior Services program employs 1.5 program case management staff, .3 office specialist and 1.5 shuttle drivers in the provision of these services.

COUNTY RESOURCES

Prince George's County provides a range of services [Appendix F] to the aging-in-place population, many of which are facilitated by the Aging and Disabilities Services Division. Their services range from long term care to coordination of volunteer and employment programs. Many of the long term care options have income restrictions and long waiting lists to receive services. The City provides referrals to county services, when the city is unable to meet a specific need and when county services are appropriate.

SUMMARY OF THE AGING-IN-PLACE SURVEY

The Task Force first met in February 2015 and the members determined that the best way to understand the needs of the older adults in the community was to distribute a survey to residents. This survey was sent by email, printed in the municipal scene and available for residents online. (SEE APPENDIX C FOR THE SURVEY AND RESULTS).

In addition, the act of creating the survey lent itself to The Task Force studying existing Aging-In-Place models in Prince George's County, Maryland, and nationally (Appendix H), and to identifying resources (Appendix I) to help promote an effective Aging-In-Place program for the City of College Park, Maryland. While the task force was waiting for the surveys to be completed and returned, they met with various individuals who were not on the task force but who were instrumental in bringing seniors in the community together to meet and learn about their needs. The Task Force met with Explorations in Aging, Neighbors Helping Neighbors, UMD Staff, and Christal Batey from the Greenbelt Assistance in Living program.

303 residents responded to the survey. Roughly 93 percent of those respondents were ages 50 and older. Approximately 27.4%, or 83 people, indicated that they have a disability. While residents throughout the city are represented in the survey, it should be noted that a majority (42%) of responses came from north College Park (Daniels Park, Hollywood, Sunnyside) and an additional 10

respondents wrote in the north College Park locations or the omitted north College Park neighborhood of Oak Springs under the Other survey option. Berwyn/Branchville/Lakeland had a 16% response, College Park Woods and Crystal Spring had a 13% response, Old Town/Calvert Hills/Lord Calvert Manor had an 11% response, and all remaining neighborhoods had a response of 10% or less. The Camden neighborhood was the only neighborhood with a 0% response.

The residents responded to a series of questions. Not all residents answered every question.

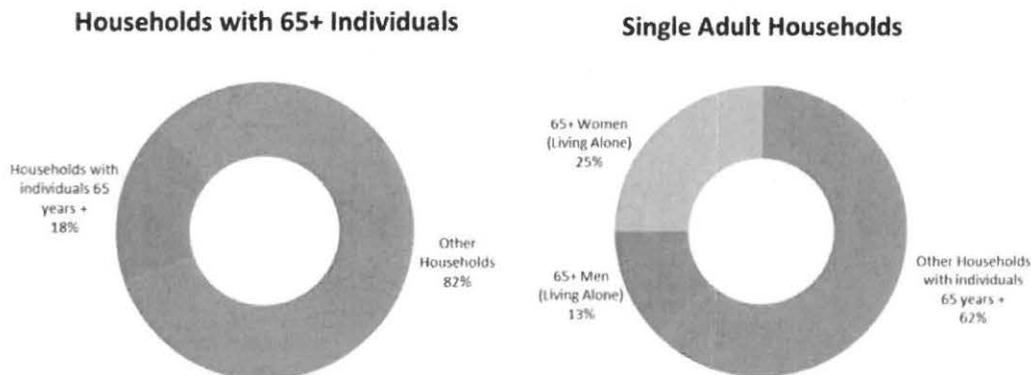
The first question asked, “What types of services would help you stay in your home?” and offered 10 options for responses, as well as an “Other” option for which the respondent could author their own response. The 10 options were responded to as follows:

- Transportation to Doctor Appointments – 61.21% (131 people)
- Help with Housework – 58.41% (125 people)
- Transportation Other – 54.21% (116 people)
- Social Activities – 41.12% (88 people)
- Phone Calls to See How You’re Doing – 33.64% (72 people)
- Safety Assessment of Home – 27.10% (58 people)
- Personal Care – 23.83% (51 people)
- Pet Assistance – 22.43% (48 people)
- Meals – 21.96% (47 people)
- Help with Correspondence/Mail – 14.95% (32 people)

The survey also allowed respondents to write in items that would help them stay in their home that were not included on the checklist. Other items that several respondents wrote in included yard work (including lawn care and shoveling snow), home improvements and repairs, assistance with technology, delivering groceries, and assistance with finances, such as lower taxes. “Other” responses can be referenced directly in Appendix C, but are also brought to light in the form of the word cloud below which provides a visual representation of the words used. Words used more frequently are shown with a larger size of font.

2011.3 By 2050, the surviving baby boomers will be over the age of 85.”
 (<https://www.census.gov/prod/2014pubs/p25-1140.pdf>)

In considering current needs, it is also helpful to understand the current population. Of the 18% of households in the city, according to the 2010 Census, 18% are households with individuals ages 65 and older. Of that population, 25% are women living alone, 13% are men living alone, and the remaining 62% are other households with individuals 65 and older.



According to the 2010 Census [Appendix B] projections for 2015, 1,561 people ages 65 years and older live in College Park. 1,195 households are home to individuals 65 years or older. 151 men and 298 women 65 years or older are living alone. Of the 1,561 people ages 65 and older, 840 are 65 - 74 years of age, 516 are 75 to 84 and 205 are 85 and older. In FY 2015, the College Park Senior Services program served approximately 150 seniors with case management, advocacy services and provided transportation for 3,507 City seniors. The transportation number of seniors service is a duplicated count as many seniors depend on city transportation on a weekly basis.

The College Park Senior Program Staff put together a matrix of unmet needs, attached below in Appendix D. These unmet needs have been collected by staff and are based on actual requests from residents. Needs centered around additional transportation offerings, health and medical, entitlement programs, housing, in-home care, exterior home-maintenance, social activities, and assistance with mortgage/rent/tax payments.

As previously stated, other groups were invited to present to the task force while the survey in circulation: Explorations in Aging, Neighbors Helping Neighbors, UMD Staff, and the Greenbelt Seniors Program. Explorations in aging demonstrating the strong desire for more information in our senior community and senior focused events to build community and celebrate senior contributions. Neighbors helping neighbors has defined the opportunity to build bridges with the University by connecting foreign students with senior residents, building strong relationships that can also assist with the needs of the senior community. UMD's School of Communications identified the need to make a broader awareness of senior issues through an opportunity for oral histories.

RECOMMENDATIONS

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Using the results of the Aging-In-Place Survey and the information provided by staff, the Task Force can draw some immediate conclusions about the city's support for the aging-in-place community into the future.

The survey's top five identified services results –

- Transportation to Doctor Appointments (61.21%)
- Transportation, Other (54.21%)
- Help with Housework (58.41%)
- Social Activities (41.12%)
- Phone Calls to See How You're Doing (33.64%)

RECOMMENDATIONS IN RESPONSE TO THE SURVEY

Transportation

Based on the information provided, it can be concluded that transportation services should be the top priority for the city as it pertains to serving our aging-in-place residents. Current Seniors Program services include coordination/scheduling of routine trips to medical appointments and the grocery store. Transportation is also provided for a select number of activities coordinated or sponsored by the city.

The city should regularly seek out new ways to improve upon and expand transportation services. The committee believes the city can achieve this over time through some of the following:

- Clearly define all transportation options (public and private)
- Create a communication plan to distribute transportation information through the year
- Identify and leverage best practices from neighboring cities (i.e. Greenbelt)
- Conduct a study to analyze and recommend improvements to existing transportation networks
- Explore grant funding to support transportation efforts
- Develop/Organize a structure to support a volunteer group that can supplement the services provided by the city
- Lobby state and county to provide additional subsidies and/or free transportation on Maryland buses for all seniors
- Define transportation services for referral, including discount programs offered by Uber, taxi vouchers, etc...
- Explore the development of a partnership with "Village Rides" program which, at no cost to the entity requesting assistance, provides administrative support, technical assistance and insurance coverage for an entity's volunteer transportation program. Also relates to empowering volunteer organization.

Help with Housework (Interior/Exterior)

The city does not provide any direct services related to housework or home care. The current response to requests for these services is to refer residents to local service providers for housework services or home care services. Costs associated with most of these services are assumed by senior. The city can also refer residents to county services, which are outlined in Appendix F. It should be noted that county services are income based and have a long waiting list for services

It is not recommended that the city being to provide direct housework or home care services, however there are ways the city can continue to improve in this area:

- Maintain, publish, and communicate a list of trusted providers (especially those providing low cost options for seniors). Distinguish between private and charitable sources.
 - TaskRabbit
 - This list can be expanded to other service providers, like pro bono legal services
- Track all referrals and follow up with residents
- Coordinate an annual day of service for city staff to lend support to those in need (home repairs, IT training, yard maintenance, etc...)
- Develop/Organize a structure to support a volunteer group that can supplement the services provided by the city
- Continued coordination with Phi Psi Friends
- How is the city interacting with Christmas is April - can the city get more involved.
- Provide subsidies for most vulnerable seniors.
- Explore the feasibility of a household accessibility/retrofit program (i.e. Takoma Park approach)
 - i. Leverage best practices from the City of Greenbelt, perhaps propose a cost-sharing agreement?
 - ii. Link back to household task list – maybe mark those resources where there are people to help with this specific type of task
 - iii. Look for and apply for grants to support creating a more robust program in College Park.

Social Activities

Social activities are critical to the aging-in-place population to address the concerns of social isolation.

The city currently provides periodic social activity opportunities for College Park Seniors. Those activities include the College Park Activity Team which plans 4 -5 activities a year, primarily at Old Parish House. Some of these activities been in partnership with College Park Arts Exchange; City provides eight subsidized day trips a year; City provides three to four subsidized trips a year for physically challenged seniors, City transports seniors to swimming at Greenbelt pool. Cost of pool entry assumed by senior; Theraplay Groups to address isolation issues with Attick Towers seniors.

Many organizations within the City of College Park provide activities from week to week, most notably the University, the College Park Arts Exchange, and the county run College Park Community Center. The major services provided by the city include transportation and covering the costs of these events.

The city can improve upon social activities by:

- Publicize and facilitate senior social activities (including city and MNCPPC activities and Seasoned Adults Growing Educationally (SAGE) programs within the city, UMD Golden ID)
- Improve advertisement of activities through coordination with the Recreation Board
- Expand social activities to monthly events within the cities borders
 - Address social needs from December - March
- Expand funding and transportation for evening events
- Collaborate with the Clarice Smith Performing Arts Center
- Develop/Organize a structure to support a volunteer group that can supplement the services provided by the city

Phone Calls to See How Residents Are Doing

Telephone Reassurance calls to residents to see how they're doing creates an important relationship with the city and seniors, a sense of safety, and can serve to look out for the interests of the most vulnerable by identifying seniors that might be in distress. However, the calls serve more than a quick check-in. Proactive communications with the senior community is critical to making seniors aware of services, social opportunities, and reducing the occurrence of social isolation.

The city can assist in meeting this identified need by:

- Refer residents to the existing Telephone Reassurance Program offered by Prince George's County
- Establishing a database of seniors, proactively grow that list, and routinely reach out to those individuals
- Work with a volunteers group to supplement staff time in addressing this need

The remaining needs reflected in the survey can and should be reviewed by the city. To an extent the city directly serves or provides referrals for these needs, however continual improvement in these areas should be assessed over time. For this reason, a committee structure would be appropriate to provide a formal mechanism to provide continual improvement recommendations.

- Safety Assessment of Home – 27.10% (58 people)
- Personal Care – 23.83% (51 people)
- Pet Assistance – 22.43% (48 people)
- Meals – 21.96% (47 people)
- Help with Correspondence/Mail – 14.95% (32 people)

RECOMMENDATIONS TO SUPPORT OVERALL APPROACH

In order to execute the activities above, the city must explore a number of strategies to improve operational efficiency. Those strategies include:

Case Management Tools

Service coordination is a high necessity in order to facilitate making it possible for aging College Park residents to age comfortably in place. The city does not use any formal mechanism to track cases, referrals, or regular communications with seniors. The use of a social services case management application/tool to track and measure services workload would be in the interest of the city. Such a tool would also help to prioritize resources to those most in need or those most vulnerable. Social service agencies and other departments doing case management use these tools and they are also used to justify increases in services when the numbers reach a certain crisis point.

The city should explore the use of such a product and identify if the county is using a case management product. Some products can link with one another so that linked users can track referred cases.

- The city should explore using the upgraded Sunguard to facilitate case management for the city's senior population.

Comprehensive Communications Plan

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A communication plan can assist the city in identifying the different things they need to be communicating to our senior population. Based on the feedback we've heard during this process, the city should focus city resources on outreach to seniors living in non-subsidized housing (i.e. Attick and Spellman seem to have a strong relationship with the seniors program already). These strategic touchpoint throughout the year can ensure that a sufficient effort is being made to disseminate this information. Modes of communication should be defined to include in-person, paper, and digital (web) sources. The communication plan effort can also include:

- Develop and implement an ongoing communication plan
 - Prepare younger (50-65) citizens with resources they need to know about to age in place (i.e. planning)
- Utilize the new Communication Coordinator.... The City is seeking to employ a communication personnel to disseminate city related information. The new staff can help provide aging-in-place related information to City's senior residents.
- Building the mail and email list of residents seeking periodic reminders and senior specific event information
- Promote a dedicated information line for City residents (can use the resources on web page listed below for those not tech savvy)
 - Provide and maintain a database of senior resources on City website.
- Formal engagement with a volunteer organization to conduct programs and training in the community regarding aging-ng-place topics (could be University's resources as well)
- Assessment of the information provided on the city website.
 - Provide a comprehensive, self-service website to provide information, training, and local resources. Should include:
 - i. topic-specific videos,
 - ii. links to online training opportunities,
 - iii. a resource page that provides links to support groups, case managers for hire, and other local opportunities for support,
 - iv. an FAQ section with answers and links for getting more information,
 - v. a robust search engine for searching the website, and
 - vi. a strong link/presence to the University community that could provide support (e.g. there is a Fraternity that will come and do household chores for you if you make a donation to their chosen charity)

Additional City Staff

The City Council should make the decision to add additional staff positions based on the direction of the senior program, the recommendation adopted by council, and the metrics that would be available to the city manager upon adoption of a case management tool. One such position to be considered is for a designated case manager or information and referral assistant to administratively support people in caregiving situations. This position facilitates the paperwork for a service if needed, helps the resident by monitoring the service being provided and maintains a record on the status of the client. .

Staff resources can also be supplemented with the adoption of a "hub and spoke" program with neighboring municipalities or volunteer groups. This program would consist of establishing a formal relationship with specific groups providing the outreach service in response to a need identified by a College Park resident. The service would charge a fee for this but the service would be managed by a professional organization eliminating the need for a targeted case manager in College Park (Cost unknown at this point).

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- Move City Seniors Program's main office and service spaces to alternative sites such as the new City Hall or Davis Hall.

Organize relationship with volunteer group

A dedicated volunteer organization for our seniors can also help to supplement city resources and create additional meaningful relationship. Volunteers can assist with direct services like transportation, housework, social activities, and calls/check-ins with seniors. They can also provide opportunities for information sharing and events. There are many aging in place models currently in existence in the United States. The city would be instrumental in supporting this group, providing space, a phone line, and other resources. The volunteer organization could also be a part of the adoption of an aging-in-place model to define their organization.

- Support/assist in the development of a neighbor helping neighbor volunteer program.
- Coordinate issue –specific workshops with Explorations In Aging.

Exploration In Aging serves as a preliminary volunteer organization to help disseminate information to the senior community and coordinate senior events.

Creation of a Senior/Aging-in-Place Committee

A committee can help to assist with the continued development and execution of improved services. For example, the committee could help with the creation of a communication plan, identifying legislative priorities related to the senior community, the establishment of a more robust service provider list, and serve as a bridge between the city and an established volunteer organization.

Cross Departmental Services for Seniors

Identify IT and PW departmental goals to assist with senior needs, interact with constituents and educate about senior specific services. Services could include assistance with in home or exterior property maintenance, assistance with pet care, education about services specific to seniors (i.e. trash toters assistance), and it staff could teach seniors how to search for resources using the internet...

- Training other staff on how to interact with seniors
 - hoarding as an issue
- How does staff report senior issues back to Seniors Program

Identify Aging-in-Place Legislative Priorities

The city should:

- Support action that would better protect seniors, such as elder abuse financial exploitation.
- Support health legislation related to free medications, lower costs of medications, more services which are free to seniors.
- Utilize a committee structure to follow this information (attend meetings in Annapolis) and make recommendations to council.

Land-use/Zoning:

- Make sure new development along US1 and elsewhere in the city provides walkable sidewalks that are scooter friendly.
- Pursue complete streets policies for College Park streets.
- Leverage best practices from Montgomery County's MPDU (moderately priced dwelling units) program, which mandates that any building with over a certain number of units must reserve a certain percentage as MPDUs for the life of the building and to make those available to the

community – program would need to be spelled out as to the qualifications to obtain MPDU (income, age, city resident, etc).

Senior Center/Senior day care:

The city should pursue a variety of options for senior day care and other places for seniors to receive a variety of services during the daytime while living in their homes:

- Use available city space to create a senior activity center (based on park and planning design/input)
- Create a facility that could provide both medical and non-medical senior day care.
- It would have to be protected by those who would operate it.
- Transportation by the owner/ operator would provided for clients.
- City could help by facilitating permits and other avenues of support needed by any new start up business.

CONCLUSION

This report is meant to provide a sense of the overall need for services in College Park that would assist the entire senior population in being able to stay in their homes as they age. While the report includes a series of recommendations based on the task force's sense of what is taking place in neighboring communities as well as the unmet needs of College Park seniors, these recommendations are meant as ideas for further exploration. These are not meant to be prescriptive. The final actions that the city will be taking are dependent on the resources available and the ongoing exploration that the city will continue to undertake.

If the city is going to serve the needs of its growing senior population, however, it will likely require additional resources and investment, especially in the areas of transportation, home care, and communication with the senior population, to adequately ensure that seniors in our community are able to stay in their homes as they age. The Task Force looks forward to continued discussions on how best the City of College Park can meet that growing need.

APPENDIX A - RESOLUTION 14-R-07

14-R-07

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14-R-07

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

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

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

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

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

1. Charge:

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

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

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

EFFECTIVE the _____ day of _____, 2014.

14-R-07

WITNESS:

THE CITY OF COLLEGE PARK,
MARYLAND

Janeen S. Miller, CMC, City Clerk

Andrew M. Fellows, Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

Suellen M. Ferguson, City Attorney

APPENDIX B - CENSUS DATA

AMERICAN
FactFinder

DP-1 | Profile of General Population and Housing Characteristics: 2010

2010 Demographic Profile Data

NOTE: For more information on confidentiality protection, nonsampling error, and definitions, see <http://www.census.gov/prod/cen2010/doc/dps1.pdf>.

Geography: College Park city, Maryland

Subject	Number	Percent
SEX AND AGE		
Total population	30,413	100.0
Under 5 years	729	2.4
5 to 9 years	592	1.9
10 to 14 years	571	1.9
15 to 19 years	8,258	27.2
20 to 24 years	10,619	34.9
25 to 29 years	1,814	6.0
30 to 34 years	1,239	4.1
35 to 39 years	884	2.9
40 to 44 years	816	2.7
45 to 49 years	903	3.0
50 to 54 years	971	3.2
55 to 59 years	801	2.6
60 to 64 years	655	2.2
65 to 69 years	494	1.6
70 to 74 years	346	1.1
75 to 79 years	302	1.0
80 to 84 years	214	0.7
85 years and over	205	0.7
Median age (years)	21.3	(X)
16 years and over	28,398	93.4
18 years and over	26,087	92.4
21 years and over	16,173	53.2
62 years and over	1,948	6.4
65 years and over	1,561	5.1
Male population		
Under 5 years	404	1.3
5 to 9 years	308	1.0
10 to 14 years	289	1.0
15 to 19 years	4,253	14.0
20 to 24 years	5,920	19.5
25 to 29 years	1,036	3.4
30 to 34 years	664	2.2
35 to 39 years	453	1.5
40 to 44 years	441	1.5
45 to 49 years	463	1.5
50 to 54 years	484	1.6
55 to 59 years	434	1.4
60 to 64 years	322	1.1
65 to 69 years	229	0.8
70 to 74 years	152	0.5

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Subject	Number	Percent
75 to 79 years	132	0.4
80 to 84 years	80	0.3
85 years and over	78	0.3
Median age (years)	21.3	(X)
16 years and over	15,085	49.6
18 years and over	14,915	49.0
21 years and over	8,689	28.6
62 years and over	858	2.8
65 years and over	671	2.2
Female population	14,273	46.9
Under 5 years	325	1.1
5 to 9 years	286	0.9
10 to 14 years	282	0.9
15 to 19 years	4,005	13.2
20 to 24 years	4,699	15.5
25 to 29 years	778	2.6
30 to 34 years	575	1.9
35 to 39 years	431	1.4
40 to 44 years	375	1.2
45 to 49 years	440	1.4
50 to 54 years	487	1.6
55 to 59 years	367	1.2
60 to 64 years	333	1.1
65 to 69 years	265	0.9
70 to 74 years	194	0.6
75 to 79 years	170	0.6
80 to 84 years	134	0.4
85 years and over	127	0.4
Median age (years)	21.2	(X)
16 years and over	13,313	43.8
18 years and over	13,172	43.3
21 years and over	7,484	24.6
62 years and over	1,090	3.6
65 years and over	890	2.9
RACE		
Total population	30,413	100.0
One Race	29,334	96.5
White	19,170	63.0
Black or African American	4,349	14.3
American Indian and Alaska Native	88	0.3
Asian	3,877	12.7
Asian Indian	887	2.9
Chinese	1,081	3.6
Filipino	222	0.7
Japanese	47	0.2
Korean	579	1.9
Vietnamese	151	0.5
Other Asian [1]	910	3.0
Native Hawaiian and Other Pacific Islander	24	0.1
Native Hawaiian	2	0.0
Guamanian or Chamorro	8	0.0
Samoan	4	0.0
Other Pacific Islander [2]	10	0.0
Some Other Race	1,826	6.0

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Subject	Number	Percent
Two or More Races	1,079	3.5
White; American Indian and Alaska Native [3]	48	0.2
White; Asian [3]	380	1.2
White; Black or African American [3]	237	0.8
White; Some Other Race [3]	156	0.5
Race alone or in combination with one or more other races: [4]		
White	20,081	66.0
Black or African American	4,776	15.7
American Indian and Alaska Native	243	0.8
Asian	4,383	14.4
Native Hawaiian and Other Pacific Islander	48	0.2
Some Other Race	2,074	6.8
HISPANIC OR LATINO		
Total population	30,413	100.0
Hispanic or Latino (of any race)	3,621	11.9
Mexican	470	1.5
Puerto Rican	246	0.8
Cuban	107	0.4
Other Hispanic or Latino [5]	2,798	9.2
Not Hispanic or Latino	26,792	88.1
HISPANIC OR LATINO AND RACE		
Total population	30,413	100.0
Hispanic or Latino	3,621	11.9
White alone	1,479	4.9
Black or African American alone	161	0.5
American Indian and Alaska Native alone	38	0.1
Asian alone	24	0.1
Native Hawaiian and Other Pacific Islander alone	6	0.0
Some Other Race alone	1,648	5.4
Two or More Races	265	0.9
Not Hispanic or Latino	26,792	88.1
White alone	17,691	58.2
Black or African American alone	4,188	13.8
American Indian and Alaska Native alone	50	0.2
Asian alone	3,853	12.7
Native Hawaiian and Other Pacific Islander alone	18	0.1
Some Other Race alone	178	0.6
Two or More Races	814	2.7
RELATIONSHIP		
Total population	30,413	100.0
In households	18,878	62.1
Householder	6,757	22.2
Spouse [6]	2,067	6.8
Child	2,972	9.8
Own child under 18 years	1,885	6.2
Other relatives	1,169	3.8
Under 18 years	339	1.1
65 years and over	129	0.4
Nonrelatives	5,913	19.4
Under 18 years	75	0.2
65 years and over	49	0.2
Unmarried partner	348	1.1
In group quarters	11,535	37.9
Institutionalized population	0	0.0
Male	0	0.0

Subject	Number	Percent
Female	0	0.0
Noninstitutionalized population	11,535	37.9
Male	5,971	19.6
Female	5,564	18.3
HOUSEHOLDS BY TYPE		
Total households	6,757	100.0
Family households (families) [7]	2,852	42.2
With own children under 18 years	1,055	15.6
Husband-wife family	2,067	30.6
With own children under 18 years	802	11.9
Male householder, no wife present	249	3.7
With own children under 18 years	70	1.0
Female householder, no husband present	536	7.9
With own children under 18 years	183	2.7
Nonfamily households [7]	3,905	57.8
Householder living alone	1,677	24.8
Male	843	12.5
65 years and over	151	2.2
Female	834	12.3
65 years and over	298	4.4
Households with individuals under 18 years	1,246	18.4
Households with individuals 65 years and over	1,195	17.7
Average household size	2.79	(X)
Average family size [7]	3.18	(X)
HOUSING OCCUPANCY		
Total housing units	8,212	100.0
Occupied housing units	6,757	82.3
Vacant housing units	1,455	17.7
For rent	715	8.7
Rented, not occupied	14	0.2
For sale only	87	1.1
Sold, not occupied	4	0.0
For seasonal, recreational, or occasional use	32	0.4
All other vacants	603	7.3
Homeowner vacancy rate (percent) [8]	2.7	(X)
Rental vacancy rate (percent) [9]	16.3	(X)
HOUSING TENURE		
Occupied housing units	6,757	100.0
Owner-occupied housing units	3,087	45.7
Population in owner-occupied housing units	8,689	(X)
Average household size of owner-occupied units	2.81	(X)
Renter-occupied housing units	3,670	54.3
Population in renter-occupied housing units	10,189	(X)
Average household size of renter-occupied units	2.78	(X)

X Not applicable.

[1] Other Asian alone, or two or more Asian categories.

[2] Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

[3] One of the four most commonly reported multiple-race combinations nationwide in Census 2000.

[4] In combination with one or more of the other races listed. The six numbers may add to more than the total population, and the six percentages may add to more than 100 percent because individuals may report more than one race.

[5] This category is composed of people whose origins are from the Dominican Republic, Spain, and Spanish-speaking Central or South

American countries. It also includes general origin responses such as "Latino" or "Hispanic."

[6] "Spouse" represents spouse of the householder. It does not reflect all spouses in a household. Responses of "same-sex spouse" were edited during processing to "unmarried partner."

[7] "Family households" consist of a householder and one or more other people related to the householder by birth, marriage, or adoption. They do not include same-sex married couples even if the marriage was performed in a state issuing marriage certificates for same-sex couples. Same-sex couple households are included in the family households category if there is at least one additional person related to the householder by birth or adoption. Same-sex couple households with no relatives of the householder present are tabulated in nonfamily households. "Nonfamily households" consist of people living alone and households which do not have any members related to the householder.

[8] The homeowner vacancy rate is the proportion of the homeowner inventory that is vacant "for sale." It is computed by dividing the total number of vacant units "for sale only" by the sum of owner-occupied units, vacant units that are "for sale only," and vacant units that have been sold but not yet occupied; and then multiplying by 100.

[9] The rental vacancy rate is the proportion of the rental inventory that is vacant "for rent." It is computed by dividing the total number of vacant units "for rent" by the sum of the renter-occupied units, vacant units that are "for rent," and vacant units that have been rented but not yet occupied; and then multiplying by 100.

Source: U.S. Census Bureau, 2010 Census.

APPENDIX C - AGING-IN-PLACE SURVEY & RESPONSES

Q1 Are you...

Answered: 303 Skipped: 0

Answer Choices	Responses	
50 years of age or over	92.74%	281
Under age 50	7.26%	22
Total		303

AGING-IN-PLACE SURVEY

Q2 Do you have a disability?

Answered: 303 Skipped: 0

Answer Choices	Responses	
Yes	27.39%	83
No	72.61%	220
Total		303

AGING-IN-PLACE SURVEY

Q3 What College Park Neighborhood do you live in (select one):

Answered: 295 Skipped: 8

Answer Choices	Responses
College Park Woods or Crystal Springs	13.56% 40
North College Park (Hollywood, Sunnyside, Daniel's Park)	42.03% 124
Autoville or Cherry Hill	2.71% 8
Berwyn, Branchville or Lakeland	16.27% 48
College Park Estates or Yarrow	5.08% 15
Old Town, Calvert Hills or Lord Calvert Manor	11.86% 35
Camden/Wynfield Park	0.00% 0
Don't Know	8.47% 25
Total Respondents: 295	

#	Other (please specify)	Date
1	Attick Towers	8/11/2015 9:59 AM
2	Oak Springs	8/11/2015 9:50 AM
3	Attick Towers	8/11/2015 9:47 AM
4	Spellman House	8/11/2015 9:41 AM
5	Spellman House	8/11/2015 9:40 AM
6	Spellman House	8/11/2015 9:39 AM
7	Oak Springs	8/11/2015 9:37 AM
8	Around the corner from College Pk Methodist Church on Rhode Island Ave	8/10/2015 3:56 PM
9	Crystal Springs	8/10/2015 3:50 PM
10	Oak Springs	8/10/2015 3:38 PM
11	yard work	8/10/2015 2:38 PM
12	Hollywood	6/11/2015 12:54 PM
13	Oak Springs	5/13/2015 9:47 AM
14	Oak Springs	4/22/2015 6:40 AM
15	University Park	4/21/2015 8:28 PM
16	Locust Spring'	4/21/2015 10:52 AM
17	Oak Springs	4/20/2015 9:47 AM
18	University Park	4/20/2015 9:16 AM
19	College Heights Estates next to University Park	4/20/2015 9:01 AM

AGING-IN-PLACE SURVEY

Q4 What types of services would help you stay in your home? Check all that apply.

Answered: 214 Skipped: 89

Answer Choices	Responses	
Transportation to Doctor Appointments	61.21%	131
Transportation Other	54.21%	116
Help with Housework	58.41%	125
Meals	21.96%	47
Social Activities	41.12%	88
Personal Care	23.83%	51
Help with Correspondence/Mail	14.95%	32
Safety Assessment of House	27.10%	58
Phone Calls to See How You're Doing	33.64%	72
Pet Assistance	22.43%	48
Total Respondents: 214		

#	Other (please specify)	Date
1	Larger unit parking	8/11/2015 10:00 AM
2	Help with yard work	8/11/2015 9:54 AM
3	My children come by and help me with home repairs, mail, bills, groceries and cleaning	8/11/2015 9:37 AM
4	general help	8/11/2015 9:30 AM
5	A lot more	8/11/2015 9:17 AM
6	Yard work (weeds)	8/10/2015 4:20 PM
7	Groceries	8/10/2015 3:58 PM
8	Not Yet But Could Be LAter	8/10/2015 3:52 PM
9	I'm able to do all that was checked at the present time but might need help in the future(when I get old)	8/10/2015 3:39 PM
10	More nourishing meals from meals on wheels, bills that should be smaller since I am blind in one eye. How to get discounts because I ma disabled.	8/10/2015 3:17 PM
11	Yard work	8/10/2015 3:14 PM
12	nothing at this time	8/10/2015 3:11 PM
13	Handyman for mowing lawn, small jobs that might require heavy lifting or reaching up high or down low or behind something.	8/10/2015 2:50 PM
14	Lawn care, snow removal, handyman work	8/10/2015 2:25 PM
15	help with home improvements	8/10/2015 2:18 PM
16	Getting trash/recycle to curb for pickup	8/10/2015 1:54 PM
17	Ramp	8/10/2015 1:50 PM

AGING-IN-PLACE SURVEY

18	Reliable/Expert in all kinds of home repairs	8/10/2015 1:39 PM
19	Good local entertainementaurants and res	7/4/2015 6:08 PM
20	possible transportation but not really there yet.	6/11/2015 10:39 PM
21	facilities, information, protection, and help for Dementia & Alzheimer's sufferers	6/11/2015 9:45 AM
22	Lawn Care	5/29/2015 3:02 PM
23	no need at this time....all above perhaps when time comes	5/15/2015 2:59 PM
24	lower taxes for fixed income	5/15/2015 11:01 AM
25	no needs now, thinking of possible future needs	5/12/2015 9:47 PM
26	not in need of these services at the moment...hope it will be many more years before I need them	5/3/2015 2:39 PM
27	I'm fine at this time. My husband is still living.	5/3/2015 10:42 AM
28	Being able to create an separate apartment for myself and rent rest of house	5/2/2015 9:43 PM
29	Someone always available to do physical work, For example shovel snow, clean gutters 2-3 times a year, heavy lifting for yard work, cut grass, etc. Not asking for free but when I need it done.	4/29/2015 9:04 PM
30	More social activities	4/26/2015 11:05 PM
31	I do not need anything now - may need some in future - not sure how to answer this - currently take dog to a kennel	4/22/2015 9:15 PM
32	help with house maintenance; need access to competent trustworthy individuals	4/22/2015 5:29 PM
33	technology assistance	4/22/2015 11:13 AM
34	am trying to give the help listed to who needs it am a cna nurse	4/22/2015 9:52 AM
35	Snow removal	4/22/2015 6:40 AM
36	doing well now--checked items that may be useful later	4/21/2015 8:08 PM
37	Not sure yet since I am 63 and working	4/21/2015 5:51 PM
38	lower taxes	4/21/2015 4:46 PM
39	Not needed at this point and difficult to project	4/21/2015 12:47 PM
40	Police present in the neighborhood	4/21/2015 9:41 AM
41	Snow removal	4/21/2015 7:37 AM
42	help with yard work	4/20/2015 10:28 PM
43	lawn care, library materials delivered, groceries delivered	4/20/2015 7:51 PM
44	None	4/20/2015 7:40 PM
45	Help with medical bills and insurance claims	4/20/2015 12:13 PM
46	House and yard maintenance. [Also, see end comment.]	4/20/2015 10:32 AM
47	I am ok at the moment but, if I couldn't drive, I couldn't stay in my home	4/20/2015 10:27 AM
48	Don't need any at this time.	4/20/2015 10:12 AM
49	yard work	4/20/2015 9:50 AM
50	snow shoveling, getting groceries/heavy items moved	4/20/2015 9:48 AM
51	None. I fully intend to get out of here/.	4/20/2015 9:15 AM
52	none of the above	4/20/2015 8:47 AM
53	My husband and I are still employed full-time so we are not taking advantage of these services yet. However, this is a comprehensive list of services. Thank you.	4/20/2015 8:46 AM

AGING-IN-PLACE SURVEY

54	shoveling and moving heavy furniture	4/20/2015 8:27 AM
55	help with yard work	4/20/2015 8:27 AM
56	None at this point, but future may hold needs...	4/18/2015 3:33 PM
57	Information on how to modify a 3-story home. I don't need it yet, but I will in the future and I want to be prepared. All that I checked above is not for now, but in the future.	4/18/2015 1:50 PM
58	Help with yardwork, exercise classes for seniors	4/18/2015 7:31 AM
59	only guessing at this point. Transportation KEY	4/17/2015 11:24 PM
60	Have someone available to do misc. projects at my house. Like snow shoveling, cleaning gutter 2x a year, checking roof, cut grass, etc.	4/17/2015 2:38 PM
61	I currently have help, but if I didn't I would need help with most of the items on the list.	4/16/2015 5:36 PM
62	Help with outside home maintenance (yard, painting)	4/16/2015 3:24 PM
63	How to apply for food stamps, etc. tax credits	4/16/2015 12:02 PM
64	Not old enough to think about it yet. At 59, still mobile.	4/15/2015 2:28 PM
65	I do not need help now but may in the future. I will be 65 in December, and I believe at some future time I might need help with things like snow removal, yard work or gutter cleaning.	4/15/2015 12:55 PM
66	This is in case some thing should happen to me my wife would be alone and is handycap	4/15/2015 9:34 AM
67	Legal help	4/15/2015 9:21 AM
68	Nursing home in the neighborhood where we can stay close to our homes and children.	4/15/2015 8:54 AM
69	help with yard work	4/15/2015 7:43 AM
70	Yard care	4/15/2015 5:30 AM
71	Have a list of persons who would clean gutters, shovel snow, yard work, etc.	4/14/2015 10:06 PM
72	I amok with all these but I would be willing to help	4/14/2015 9:12 PM
73	Don't need any help just yet.	4/14/2015 8:09 PM

AGING-IN-PLACE SURVEY

Q5 Would you like to engage in more social activities?

Answered: 258 Skipped: 45

Answer Choices	Responses	
Yes	48.84%	126
No	51.16%	132
Total		258

#	If you answered yes, what activities would you like to do?	Date
1	craft or knitting group	8/11/2015 9:54 AM
2	musicians, singers, dancers, bingo	8/11/2015 9:47 AM
3	Visiting those in need, planting flowers, hear singing and dancing, various exercises. Some are already being done. (learn theatre act)	8/11/2015 9:43 AM
4	Spiritual Activities	8/11/2015 9:39 AM
5	maybe	8/11/2015 9:33 AM
6	Interact with neighbors more	8/11/2015 9:31 AM
7	Trips to beaches and casinos	8/11/2015 9:25 AM
8	Play Bingo	8/11/2015 9:19 AM
9	Additional Senior Trips	8/10/2015 4:28 PM
10	exercise classes and great decision discussion groups	8/10/2015 4:15 PM
11	Bingo, swimming and place you can get together for meals.	8/10/2015 4:13 PM
12	gardening, crocheting, sewing and volunteering	8/10/2015 4:07 PM
13	Card playing, games and light exercise	8/10/2015 4:06 PM
14	Enjoy trips to see shows but wheel chair is not able to get on bus.	8/10/2015 4:00 PM
15	Going on a couple of trips coming in September Religious Musicals	8/10/2015 3:57 PM
16	Bingo, luncheons, or any other activities that do not require a lot of walking	8/10/2015 3:47 PM
17	Social Gatherings	8/10/2015 3:45 PM
18	Game day or night, dances	8/10/2015 3:28 PM
19	I would like to know what is going on for Seniors	8/10/2015 3:20 PM
20	Bingo, Dancing, walking, card games, sing alongs, plays, pot lucks	8/10/2015 3:18 PM
21	Seniors Outings	8/10/2015 3:10 PM
22	Playing cards, going to musical events (concerts, plays) during the day light hours and book discussion, day trips to interesting places around the Metro Area or beyond.	8/10/2015 2:53 PM
23	Pot Luck, social gatherings, line dancing, exercise groups, computer classes	8/10/2015 2:26 PM
24	Going to theatre, bingo and day trips	8/10/2015 2:19 PM
25	One day trips	8/10/2015 2:14 PM
26	Shopping, travel, personal and social plays of interest and culture, cheaper swimming club rates.	8/10/2015 2:04 PM
27	Interact with others, trips, outings	8/10/2015 1:55 PM

AGING-IN-PLACE SURVEY

28	Going to church, walking at the park, visiting mall, seeing a movie.	8/10/2015 1:52 PM
29	Socializing	8/10/2015 1:48 PM
30	Exercises	8/10/2015 1:45 PM
31	Day trips are great. Also, swimming pool(water walking)/exercise for seniors	8/10/2015 1:40 PM
32	Social activities, shopping and bingo	8/10/2015 1:33 PM
33	Local Live Music venue, Local outdoor roots music festival	7/4/2015 6:10 PM
34	Casual get togethers like pot lucks, craft lessons, playing music with other old musicians just for fun, .	6/11/2015 10:14 AM
35	activities with my peers to stave off loneliness and foster a sense of community, safe, monitored activities for Dementia and Alzheimer's patients	6/11/2015 9:46 AM
36	Crocheting, knitting, painting, sculpturing in clay, sewing classes	5/30/2015 8:09 PM
37	games, dances, concerts, etc.	5/28/2015 12:28 PM
38	Open for suggestions	5/26/2015 11:02 PM
39	Exercise class Day trips	5/15/2015 11:14 AM
40	Games	5/14/2015 11:20 AM
41	exercise/yoga	5/13/2015 9:48 AM
42	Creativty activities-how to: paint, knit, crochet, sculpture, cook diabetic meals, deep water excersize, recycle/refurbish items/furniture.	5/3/2015 4:23 PM
43	Bingo, trips	4/30/2015 11:54 AM
44	Have my own social life. Don't need to sit with abunch of old biddies in a room.	4/29/2015 9:06 PM
45	GENEALOGY MEETINGS, TOURS OF MUSEUMS	4/28/2015 2:45 PM
46	Exercise classes, get togethers	4/26/2015 11:05 PM
47	Evening exercise such as yoga, walking groups	4/24/2015 2:42 PM
48	My activities are outside of College Park. I do not necessarily want to do activities with neighbors. I belong to some groups that have a focus such as gardening. I like to pick and choose my social activities from a variety of areas. Not sure what is intended by this question.	4/22/2015 9:17 PM
49	aerobic	4/22/2015 9:53 AM
50	Seated Yoga, knit and crochet group in North College Park	4/22/2015 6:42 AM
51	1) converse about aging and its challenges 2) outings 3) misc. get-togethers to interact	4/21/2015 8:30 PM
52	Book club, singing group, potentially some biking group	4/21/2015 5:52 PM
53	It's hard to know what I'm going to want to do when I'm older!	4/21/2015 8:45 AM
54	I go to exercise classes Mondays and Wednesdays in Glenn Dale. We don't have classes on Thursdays and Fridays, and I would like to attend classes on those days, also.	4/20/2015 9:18 PM
55	Outings to shows, blick parties, game night in accessible venues	4/20/2015 8:47 PM
56	cycling, dating, bowling, parties	4/20/2015 7:51 PM
57	interaction with active older adults	4/20/2015 3:05 PM
58	Card games especially bridge.	4/20/2015 1:25 PM
59	Group outings with like-minded seniors	4/20/2015 12:46 PM
60	Biking, exercise, volunteering	4/20/2015 11:37 AM
61	Cards, games, watching sports.	4/20/2015 10:45 AM
62	Plays, concerts, recitals and other arts activities at UMD, DC or Baltimore. Museums and farmers markets.	4/20/2015 10:33 AM

AGING-IN-PLACE SURVEY

63	Nothing yet but as I get older, I can see being lonely.	4/20/2015 10:28 AM
64	My social calendar is overflowing already.	4/20/2015 10:13 AM
65	craft club, yoga for seniors, pot lucks, short day trips	4/20/2015 9:55 AM
66	educational, physical exercise, entertaining	4/20/2015 9:49 AM
67	But that's just me.	4/20/2015 9:43 AM
68	Something simple and easy, not too difficult that keeps me active. May a walk with folks my age, simple and easy... Maybe a very light aerobics class.. with getting up from a chair type of exercises. Maybe even something to keep the brain active and engaged. Like card games or video challenges for folks over 50, not video games like kids play... A way for folks 50 or over to interact with each other	4/20/2015 9:31 AM
69	Outings, book clubs, entertainment, museum tours, speakers	4/20/2015 9:24 AM
70	more with the university	4/20/2015 9:10 AM
71	adult day care, I'm completely mobile at 92	4/20/2015 9:07 AM
72	aqua aerobics, walking group at Lake Artemesia	4/20/2015 9:05 AM
73	Relaxed opportunities to meet people in small groups and chat before figuring out what to do	4/20/2015 9:02 AM
74	Book club, gardening,	4/20/2015 9:00 AM
75	Contract Bridge, light physical workout	4/20/2015 8:55 AM
76	Take care as a baby sit to other	4/20/2015 8:37 AM
77	Excursions to local and regional parks for nature walks, bird watching, etc.	4/20/2015 8:29 AM
78	Anything, just want to have friends in the area.	4/20/2015 8:24 AM
79	crafts	4/20/2015 8:15 AM
80	book discussions, coffee groups, wine tastings,	4/19/2015 8:30 PM
81	classes at UMD-literature, art history, day trips	4/19/2015 4:17 PM
82	Not yet, but in the future.	4/18/2015 1:50 PM
83	Not at this stage of my life when I am able, but activities that I think enhance living in the community include The Clarice, lectures and classes (UM or others), day trips, book club, volunteer opportunities.	4/18/2015 11:52 AM
84	Exercise classes for seniors	4/18/2015 7:32 AM
85	I have a full social life. Do not need the City to help me find friends.	4/17/2015 2:39 PM
86	trip to art gallery, movies, shows	4/16/2015 12:03 PM
87	Dining movies	4/15/2015 3:05 PM
88	Museum day trips-such as the Smithsonian/Baltimore's Walter Gallery, UMD or AU's Kogod Gallery shows; movie nights at Greenbelt Theater, Dinner out tours in DC/Annapolis/Baltimore, CP Day at National Stadium or Camden Yards. Of course participants would be responsible for field trip expenses.	4/15/2015 11:43 AM
89	exercise, socialize with peers, travel, dancing, shopping	4/15/2015 10:32 AM
90	Coffees, Discussion groups, Dances	4/15/2015 9:21 AM
91	Mobile medical facilities that can visit home and neighborhood.	4/15/2015 8:55 AM
92	"No" not because I'm anti-social but because I already have more than I can participate in!	4/15/2015 8:12 AM
93	gardening	4/15/2015 7:38 AM
94	Church	4/15/2015 5:30 AM
95	Music, crafts, gardening, games	4/14/2015 11:31 PM
96	Socials with coffee and dessert, or gathering to play cards, games, have group dinners or lunches.	4/14/2015 10:14 PM

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97	Bingo day trips	4/14/2015 10:05 PM
98	Related to physical fitness	4/14/2015 9:47 PM
99	Crocheting and knitting	4/14/2015 9:12 PM
100	Not sure, what do you have?	4/14/2015 8:09 PM

AGING-IN-PLACE SURVEY

Q6 As you age, would you rather?

Answered: 262 Skipped: 41

Answer Choices	Responses	
Stay in your College Park home as long as possible	88.17%	231
Live with family	3.05%	8
Move to a retirement community	8.78%	23
Total		262

#	Please tell us more about your answer.	Date
1	We enjoy our home and neighborhood.	8/11/2015 10:05 AM
2	Building it too old, needs to be upgraded.	8/11/2015 10:00 AM
3	My single family home will become too large and too much to worry about when I no longer have pets.	8/11/2015 9:55 AM
4	It is my belief that you're more content staying where you have lived for the better part of your life (around friends)	8/11/2015 9:51 AM
5	I need a change in my life with people my age 70 years and older	8/11/2015 9:49 AM
6	I love humanity just like Christ loved us (agape)	8/11/2015 9:44 AM
7	I want to stay in my apartment	8/11/2015 9:41 AM
8	I been here all my life. I wouldn't want to go anywhere else.	8/11/2015 9:38 AM
9	My family is here. I love College Park	8/11/2015 9:34 AM
10	Move elsewhere. Quality of social life in neighborhood not great. Some neighbors are not great (friendly/helpful)	8/11/2015 9:32 AM
11	I plan to move to a retirement community before I can afford a good one and I want to go where I have company, care when I need it and a community around me.	8/11/2015 9:28 AM
12	The last thing I would want to do is move to a retirement community.	8/11/2015 9:19 AM
13	Home Sweet Home, More Comfortable	8/11/2015 9:18 AM
14	I lived here most of my life. I was a young child and the home was owned by the Snyers. There was know park, side streets nor grass at this home, only street was in front of the home. There was street cars. My last name was Lahman. It was my home town.	8/11/2015 9:08 AM
15	Happy to stay in my own home.	8/10/2015 4:28 PM
16	I love this area.	8/10/2015 4:25 PM
17	I was reared in this community and now I am 83 years old, so I would like to continue my days until death.	8/10/2015 4:23 PM
18	We are use to living here and have friends here.	8/10/2015 4:20 PM
19	I have muscular degeneration and know children or husband, so I will sell beach home and home in College Park and move into Riverwood eventually.	8/10/2015 4:17 PM
20	I am in good health and able to work out doors and also in the house	8/10/2015 4:10 PM
21	It is a smart place to live	8/10/2015 4:08 PM
22	I like my neighborhood and my home	8/10/2015 4:06 PM
23	Did not know there was a group of seniors avoidable. Are all options for #7 available?	8/10/2015 4:01 PM
24	I would like to stay in my home for as long as possible	8/10/2015 3:54 PM
25	We are coping now	8/10/2015 3:52 PM

AGING-IN-PLACE SURVEY

26	too many rentals	8/10/2015 3:50 PM
27	Stay as independent as long as we can.	8/10/2015 3:48 PM
28	I love my home and would want to continue to live here	8/10/2015 3:45 PM
29	Love C.P. Lived here since 1940. I want to stay in my home as long as possible.	8/10/2015 3:42 PM
30	There is no place like home-been here for 51 years	8/10/2015 3:39 PM
31	I prefer to be in my home at this time.	8/10/2015 3:35 PM
32	Most of necessary conveniences are here	8/10/2015 3:32 PM
33	No place like home, you know your place	8/10/2015 3:31 PM
34	My home is paid for and well built unlike new properties	8/10/2015 3:29 PM
35	Don't like change	8/10/2015 3:26 PM
36	I love my house and would like to stay as long as I can	8/10/2015 3:24 PM
37	I want to stay in my house of 44years as long as I can.	8/10/2015 3:21 PM
38	I like my home and my neighbors. As long as I am healthy, I like living alone.	8/10/2015 3:19 PM
39	I'm happy here and don't want to live with family.	8/10/2015 3:12 PM
40	I am 80yrs old, recently widowed. My husband and I moved to College Park in 1958and have raised our family here. I love our neighborhood and have nice neighbors. My sons love our property as much as I do (on a hill, above the airport) I like College Park's City Government, close to the University, ST. Andrews. Episcopal Church, the Farmers Markets, beautiful neighborhood. The closeness to Lake Artemesia Park, and walking paths and woods.	8/10/2015 2:58 PM
41	I have lived in my house for 47 years. I wish to remain there.	8/10/2015 2:44 PM
42	I want to live with other retirees and be near to my oldest son and three grandchildren I do not like living in a 5 bedroom house by myself.	8/10/2015 2:36 PM
43	Better to stay independent as long as possible	8/10/2015 2:27 PM
44	We love our home.	8/10/2015 2:19 PM
45	I am happy and my children help me out a lot.	8/10/2015 2:16 PM
46	I like my home, College Park, my church and friends.	8/10/2015 2:15 PM
47	I would like to live in a place where they care more about home owners than developers where trees, clean air and low noise is appreciated.	8/10/2015 2:08 PM
48	I'll leave this decision to God.	8/10/2015 2:05 PM
49	That is what I would like to do.	8/10/2015 2:01 PM
50	Independent living is important. Not being able to manage in a two story house would be my only reason to move.	8/10/2015 1:56 PM
51	Its home, comfortable, self reliant as long as possible.	8/10/2015 1:52 PM
52	I'm staying home in College Park and my family lives with me and takes good care of me.	8/10/2015 1:49 PM
53	I think most people like to feel they want to be independent as long as possible.	8/10/2015 1:41 PM
54	I love my family and would like to stay with them as long as I am able.	8/10/2015 1:34 PM
55	Not sure I can stay here with the future threat of higher property taxes	6/11/2015 10:40 PM
56	Family lives too far away. Retirement communities are too expensive.	6/11/2015 10:16 AM
57	i'd like to stay in my home for a long as possible and then move to a retirement community. one that understands the challenges of modern aging and the complications that happen now and will happen in the future.	6/11/2015 9:47 AM
58	However, Maryland is an extremely high-tax state, and the PG County Executive wants to raise property taxes against the people's vote. Not sure I want to retire in this state and county...	6/9/2015 6:11 AM

AGING-IN-PLACE SURVEY

59	Thoughts are to move to a more tax friendly state.	5/29/2015 3:03 PM
60	our plans are to age in place here as long we can do independently and safely	5/28/2015 10:37 PM
61	I've been here since 1983 and have tailored my house to the needs of my wife and I. The area is convenient (except for the traffic) and we really prefer not to move due to cost (taxes, etc.)	5/28/2015 12:31 PM
62	As long as we are able to maintain the house & garden in good order, as well as navigate the stairs we would prefer to remain in our home.	5/12/2015 9:49 PM
63	Unfortunately we probably won't be able to as there are too many steps. We are considering altering the way we use the house to facilitate less dependence on the stairs.	5/11/2015 5:44 PM
64	I like me house and the setting. Stairs and up keep will be the problems. Most difficult snow removal	5/3/2015 2:40 PM
65	Want someone else to take care of heavy work that goes with a house, want to live in someplace on 1 floor and people my own age group	4/29/2015 9:06 PM
66	I enjoy being an active part of my neighborhood and having friends here. I intend to be INDEPENDENT as long as the Good Lord allows. I'm very happy here.	4/28/2015 2:48 PM
67	I enjoy my home and neighborhood and see no good reason to leave at this time.	4/24/2015 2:42 PM
68	Not sure where I would move. Many factors. I would like to be located conveniently near things I need to live my life independently. If I have to stop driving or could not maintain or physically go up and down stairs I would move somewhere else that offered me the ability to live on my own and have access to recreation, food sources and activities..	4/22/2015 9:23 PM
69	Like the location and ease of access to multiple transportation options.	4/22/2015 5:30 PM
70	If transportation to shopping and doctor's appointments was easier I'd like to stay in College Park. I've lived here most of my life. It would be nice if we had more senior housing for independent living(reasonable rent)	4/22/2015 6:45 AM
71	Want to have some control of surroundings, also ability to stay active/challenge myself physically and mentally.	4/21/2015 9:22 PM
72	Aging in place seems the best reasonable option....until something else is necessary.	4/21/2015 8:31 PM
73	I value my independence and don't want to live with a big group.	4/21/2015 1:16 PM
74	It seems that taxes will be prohibitive and will need to leave for that reason.	4/21/2015 12:48 PM
75	I'd like to stay in my house but there would need to be significant supports in place, particularly given that College Park Woods is a "food desert" and no services are easily reachable except by car.	4/21/2015 8:47 AM
76	Love my house, love College Park.	4/20/2015 10:30 PM
77	Would be nice to see College Park to have a retirement community	4/20/2015 9:43 PM
78	As long as I am able and in good health, I want to stay in my home. If health is a factor, then I would live with son.	4/20/2015 9:20 PM
79	Staying in College Park may not be an option without significant interior adjustments. There are many steps inside our house and it is increasingly difficult for me to manage them with my disability. We have not decided which one we will work toward.	4/20/2015 3:44 PM
80	I would rather sell my house and make a killing because it is so valuable and then go somewhere with a constant temperature and play tennis everyday.	4/20/2015 1:37 PM
81	I hope to stay in CP awhile longer. Then I want to sell my house and move into a high-rise in an urban area. It is increasingly difficult to maintain a large yard. With my decreased ability to drive, it is difficult to get to DC or Baltimore. CP does not have enough of a pedestrian-friendly environment, especially in North CP. As I age with a disability I want to be in a pedestrian-friendly area with diverse shops and restaurants.	4/20/2015 1:29 PM
82	I like the cultural aspects of College Park and convenience of public transportation.	4/20/2015 11:10 AM
83	I would be tempted by a retirement community if problems with student rentals occur near me again and/or large, loud parties in our park are not controlled. Right now we want to stay near family in UP, Metro, and interests at UMD and DC---but we will need to renovate for one-level living!	4/20/2015 10:34 AM
84	I have no family with whom to live. I can make a rental area a first floor bedroom when and if it becomes necessary.	4/20/2015 10:13 AM

AGING-IN-PLACE SURVEY

85	I like my house. I would like to stay in my house.	4/20/2015 10:12 AM
86	Retirement communities are more expensive than we can afford and there is no close family.	4/20/2015 9:57 AM
87	friends and family are near CP	4/20/2015 9:49 AM
88	My home is in College Park, I have lived here for more then 40 years. It is the home we saved for and brought soon after we got married. we raised my kids in this house. At holidays the kids and grandchildren come to my house and it is their home too, at least for a few days... Everyone gets to sleep in their old bedroom and each of my children gets to pass their toys from the attic down to my grandchildren. It is just a special place to myself and my family.	4/20/2015 9:34 AM
89	Move out of the State of Maryland	4/20/2015 9:15 AM
90	planned community with pool etc.	4/20/2015 9:11 AM
91	I am single and don't have any family, so I hope to move to a continuing care community where care is available as I need it.	4/20/2015 8:50 AM
92	My husband wants to stay here, so we will stay for now.	4/20/2015 8:25 AM
93	would need more support with lawn maintenance, inside painting	4/19/2015 4:18 PM
94	Traffic on US-1 makes driving difficult. Care of snow removal, etc., also makes home ownership more difficult for us seniors.	4/18/2015 3:35 PM
95	I would prefer to stay in my home if I can. Right now I am fine - and so is my husband - but we are likely to need help in the future.	4/18/2015 1:51 PM
96	Our home is rather low maintenance, by design. and we have updated it several times, installed better lighting, grab bars, etc. and it is paid for. I like living in an intergenerational environment. New living accommodations and the cost of moving are so expensive as to be almost unaffordable. When Whole Foods opens, I can walk to everything I need and want, including university activities and offerings.	4/18/2015 11:55 AM
97	Would depend entirely on mobility, health, mental status, et al. Current home could accommodate live-in care, if needed.	4/17/2015 11:25 PM
98	I do not have to worry about maintaing a home. Sell my home and buy into a senior community where all I have to worry about is what am I going to do today.	4/17/2015 2:43 PM
99	I would like to stay in my home, but I may need to live with my children when I can't take care of myself any longer.	4/16/2015 10:43 PM
100	I love my community & my home.	4/16/2015 5:37 PM
101	My husband died a year ago and funds are dwindling. Trying to figure out if I have to move. Love my neighborhood and home of 41 years.	4/16/2015 12:04 PM
102	assistance with laundry, grocery shopping, household cleaning, changing sheets, assistance with meals	4/15/2015 8:49 PM
103	I have a lot of friends here. I also have some of the best doctors in this area if not the whole country	4/15/2015 3:08 PM
104	We intend to remain indepentent as long as possible. Currently, as we assist aging/disabled family members, We are struck by the lack of a social community outreach program. More than "Meals on Wheels", or an bingo gathering. And, how about accepting senior citizen into classes at UMD? I would gladly pay to take a class for the enjoyment of learning and the experience of listening.	4/15/2015 11:58 AM
105	i'd like to be as independent as possible for as long as possible and then move to a retirement community only when i cannot live alone	4/15/2015 10:33 AM
106	However this is not possible due to poor quality govt	4/15/2015 9:22 AM
107	Retirement community shall be the houses in the neighborhood we live.	4/15/2015 8:56 AM
108	Familiarity counts for a lot in thinking about the future - accessibility would be the majjor concern (multi-story house).	4/15/2015 7:46 AM
109	Don't know if I could afford this. But if taxes continue to increase in this county it will be something I have to consider	4/15/2015 7:38 AM
110	No mortgage, used to the community, everything within a 5 mile radius.	4/15/2015 5:31 AM

AGING-IN-PLACE SURVEY

111	Do not have to worry about maintaining home, yard, etc. At 70+ years not interested in worrying about these issues.	4/14/2015 10:08 PM
112	Move to a safer, quieter environment	4/14/2015 9:51 PM
113	I feel that living with strangers or in a retirement community can be very stressful as all the things one is accustomed to are gone.	4/14/2015 9:50 PM
114	Neither of the above, I plan to move from the CP area afer retirement, love my neighbors but don't see myself living here surrounded by college students	4/14/2015 8:50 PM
115	Family is far away and I don't want to be warehoused until I die.	4/14/2015 8:10 PM

AGING-IN-PLACE SURVEY

Q7 How do you find out about County and City services available to you? Check all that apply.

Answered: 249 Skipped: 54

Answer Choices	Responses	
City Cable Channel	14.46%	36
Call the City	20.08%	50
Church Bulletin	8.03%	20
City Hall Bulletin Board	3.61%	9
City Website	37.75%	94
Civic Groups	20.08%	50
College Park Connected	16.06%	40
Internet	41.37%	103
Diamondback	6.43%	16
Gazette/Municipal Scene	52.21%	130
Radio/TV	7.23%	18
City Resident Information Guide	32.13%	80
Word of Mouth	56.63%	141
Total Respondents: 249		

#	Other (please specify)	Date
1	Seniors Program	8/11/2015 9:47 AM
2	At Spellman House	8/11/2015 9:40 AM
3	to young at this point to be investigated	8/11/2015 9:29 AM
4	When they send letters	8/10/2015 4:23 PM
5	mail from Senior Programs	8/10/2015 4:17 PM
6	Adalene Barnes (mother)	8/10/2015 3:57 PM
7	Friend	8/10/2015 3:51 PM
8	Family Services	8/10/2015 3:33 PM
9	when I get one, most of the info in after the fact.	8/10/2015 3:15 PM
10	mailings	8/10/2015 3:11 PM
11	Meals on Wheels	8/10/2015 2:48 PM
12	Gazette/Municipal Scene doesnt deliver in my area	8/10/2015 2:45 PM
13	Good idea for church bulletin	8/10/2015 2:27 PM
14	talk to people on phone a lot to friends, co-workers and family	8/10/2015 2:17 PM

AGING-IN-PLACE SURVEY

15	City Counsel emails	8/10/2015 1:42 PM
16	My mother participated in activites	8/10/2015 1:35 PM
17	Neighbor who is on council	6/11/2015 10:41 PM
18	north-college-park@googlegroups.com	6/11/2015 12:56 PM
19	Listserv	6/11/2015 9:50 AM
20	a college park listserv	6/11/2015 9:48 AM
21	Emails from the City of College Park	6/9/2015 6:11 AM
22	Didn't know there were any	5/21/2015 8:41 AM
23	Nextdoor Berwyn	5/15/2015 3:00 PM
24	A newspaper similar to the one Greenbelt has would be wonderful!	5/15/2015 11:59 AM
25	Nextdoor, email	5/14/2015 11:20 AM
26	I retired from the Dept. of Aging and know all about the services available. I also belong to organizations slated with services to the elderly so am conversant with many avenues of meeting needs for myself and my husband.	5/11/2015 5:45 PM
27	I have lived here long enough that I know how services operate and when leaf season occurs, trash days, etc. Best services in the State	4/29/2015 9:08 PM
28	Our 2 great City Council members: FAZLUL KABIR & PATRICK WOJAHN. I'm in frequent contact with them via texting, phone calls or email.	4/28/2015 2:50 PM
29	No item above is a source dedicated to senior resources & services. Also I have not found a good source for senior info in PG county, nothing easily findable on the County website. Montgomery County has a Senior news Listser with events such as health fairs for seniors, a great guide available in all public libraries, published jointly by the County Dept of Aging and the Senior Beacon. Unclear why Diamondback is included since it is a student pub and not distributed to residents. I don't get info on county and city services from the Gazette but do get info on activities in general.	4/22/2015 9:33 PM
30	email list serve from north college park	4/22/2015 11:13 AM
31	Google List Serve	4/22/2015 6:46 AM
32	Neighborhood watch	4/21/2015 10:00 PM
33	Actually, I am over in University Park but I thpought you still might be interested in the answers ofsomebody in this group.	4/21/2015 8:33 PM
34	north-college-park@googlegroups.com	4/21/2015 9:25 AM
35	Facebook, e-mails from county council member	4/21/2015 8:48 AM
36	North College Park Mailing list	4/20/2015 10:31 PM
37	Telephone Directory	4/20/2015 9:22 PM
38	email from councilman	4/20/2015 8:51 PM
39	I would like to see the brochures more widely distributed that describe the sevices available to College Park seniors.	4/20/2015 3:45 PM
40	My neighbors	4/20/2015 12:14 PM
41	By Internet, I mean the Calvert Hills-Old Town list serve	4/20/2015 10:34 AM
42	emails	4/20/2015 9:34 AM
43	I don't find out about services available to me	4/20/2015 9:15 AM
44	email	4/20/2015 9:11 AM
45	a 1/4 ly newsletter with events listed would help for seniors to join	4/20/2015 9:08 AM
46	Next Door North College Park website	4/20/2015 8:25 AM

AGING-IN-PLACE SURVEY

47	Municipal scene email - the gazette is litter in my yard	4/20/2015 8:16 AM
48	CPW neighborhood watch	4/18/2015 9:36 AM
49	do not knoe	4/18/2015 2:57 AM
50	Berwyn News, NextDoor	4/16/2015 10:44 PM
51	email groups, nextdoor	4/15/2015 8:50 PM
52	Nextdoor.com	4/15/2015 4:36 PM
53	emails from my city council members	4/15/2015 2:30 PM
54	we do not have a computer I get emails like this one from my work my wife gets it through the gazette and is not computer literate	4/15/2015 9:37 AM
55	Neighborhood Watch emails	4/15/2015 5:31 AM

AGING-IN-PLACE SURVEY

Q8 Thank you for taking the time to answer these questions. Your responses are very helpful! Please provide additional comments below:

Answered: 74 Skipped: 229

#	Responses	Date
1	So sorry to hear Gazette closed down. Prince George and College Park need a replacement	8/11/2015 10:04 AM
2	I like College Park and I will look at townhomes and apartments here that have good bus and Metro service when I am ready to move or downsize.	8/11/2015 9:56 AM
3	I thank the College Park Seniors Program for what they have already provided and additional programs will be appreciated. Thank you and God bless.	8/11/2015 9:45 AM
4	I get delicious food from Meals on Wheels. Im a diabetic. I have heart problems, high blood pressure, sometimes high blood sugar, now I have chronic kidney disease. Im on a low sodium diet. It can be controlled. I live alone so I wear a Life Alert Pendant. I have wonderful people check on me by phone or in person. I need someone to help me with housework but I cant pay them. Sometimes I get dizzy spells.	8/11/2015 9:13 AM
5	Since I don't drive, I would like the bus service on Metzert Rd. returned to all day instead of the current morning only/afternoon only (no service during middle of the day)	8/10/2015 4:31 PM
6	I sometimes have Asthma during the Spring.	8/10/2015 4:26 PM
7	We need a Senior Center like one in Laurel with exercise and activities.	8/10/2015 4:18 PM
8	We need more activities for Seniors or shut-ins. I have 2 shut in as neighbors	8/10/2015 4:14 PM
9	I am fortunate to be able to take care of myself and able to drive.	8/10/2015 4:10 PM
10	I need wheel chair transport info. Would like to go on Senior Trips originally but needed care. Need someone to bring me and wheel chair to and from transport vehicle.	8/10/2015 4:04 PM
11	Currently enjoying Senior Day Trips (Past and Present)	8/10/2015 3:49 PM
12	What is this Call A Bus that I see on the road? Does it pertain to College Park residents.	8/10/2015 3:36 PM
13	Peggy Higgins-Director of Family Services has been very understanding and helpful.	8/10/2015 3:34 PM
14	Don't know yet	8/10/2015 3:27 PM
15	Housing that is for Seniors instead of apartments. We need senior centers similar to the one in Laurel.	8/10/2015 3:25 PM
16	A break in any raises in property taxes until property is sold. My sons live in Texas and Louisiana and cant get home often so I need someone trustworthy who does not charge a lot (I am on a fixed income Social Security) to mow the lawn when I need it and other odd jobs when needed, as well as someone to take care of the dog and cat when I would like to be away and possibly house sit. I am a limited driver (only locally) and during the day and good weather so transportation would be helpful. A list of honest, trustworthy, reasonably priced contractors (local if possible) for repairs to the house, or painters, window washers, etc. would be very helpful. I appreciate the city's interest in "Aging In Place" and thank you for conducting this survey.	8/10/2015 3:07 PM
17	I am moving to Georgia in June 2015 after living in College Park for 52 years. I am 95 years old	8/10/2015 2:37 PM
18	North College needs to be serviced by the Beltsville County Police Station. We are too far from Hyattsville. It takes police too long to get to our neighborhood. Beltsville is only a couple miles away. Please see if you can do something.	8/10/2015 2:31 PM
19	The community has an email group list that should be used to make announcements or notify residents of activities and seniors.	8/10/2015 2:22 PM
20	I need someone to help me dispose of toxic/hazardous materials, as well as 2 gallons of vegetable oil. I spent 1/4 of my income this year on plumbers to fix various leaking pipes. Do the city have a plumber on their payroll? Seniors on limited income, need help with trying to conserve water by fixing plumbing.	8/10/2015 2:12 PM

AGING-IN-PLACE SURVEY

21	Snow removal has become very difficult since breaking my wrist two years ago. About the time my block got sidewalks. I lived in house for 50+ years with no sidewalks and got sidewalks a couple of years ago.	8/10/2015 1:59 PM
22	I appreciate and grateful for rides to my doctors appointments. I no longer drive due to my conditions.	8/10/2015 1:37 PM
23	We need more entertainment for adults.	7/4/2015 6:12 PM
24	Don't know at what point I am going to give up car. 62 now, at perhaps 78. Might be more interested in senior bus at near that point.	6/11/2015 10:43 PM
25	please have aging seminars THAT ARE NOT DURING THE WORK DAY AND WITH WEB ACCESS/ARCHIVAL for those of us work and who need to get resources for our aging parents. it's nice that you have the workshops and seminars, but having them at 9 and 10 am on a work weekday is not rational. please have them at night, on the weekends, and with web access and playback so we can learn from them at a more reasonable fashion.	6/11/2015 9:51 AM
26	I feel as though our neighborhood, on the outskirts, is neglected by the city beautification and sustainability initiatives until someone wants to become elected.	5/29/2015 3:05 PM
27	I appreciate that the city is making the effort to improve the aesthetics of the commercial neighborhood (Hollywood area).	5/28/2015 12:34 PM
28	I feel this is just to give you information on how to get all the permanent/long time residents to move so the University will have complete control of the city.	5/21/2015 8:44 AM
29	Many people in this area find safety a great concern because we like to walk for exercise and traffic is not safe. On my street alone. I can sit on my front porch and watch people ,mostly student, not stop or even slow down at the stop signs. We do have a few children that live here and ride bikes, but safety is compromised. We also have many pedestrians because of metro station down the street.We have been lucky so far only one pedestrian hit, but one is too many. I feel many drivers think since we are slow neighborhood it is not necessary to stop or slow down because there is not much traffic. The one reason my grandchildren living with me do not attend public school is because there are no sidewalks.The children have to walk several blocks in the street to catch a bus. The drivers are not using safety awareness to pedestrians, even children.	5/15/2015 11:13 AM
30	As are many of the houses in this neighborhood, we have no 1st floor bathroom which would require us to move to a more age appropriate structure. We don't need it now, but looking ahead, this house might not be a good fit for us down the line, so we are forced to address that issue.	5/13/2015 7:43 AM
31	We like the idea of aging in place. While we don't need services now, we realize there may come a time when one or both of us will need help to stay in our home.	5/12/2015 9:51 PM
32	Who would PAY for any added services City could provide? My guess people like me since 1/2 our population pats no taxes and requires more dollars in services.	4/29/2015 9:11 PM
33	THANK YOU FOR MAKING COLLEGE PARK A REAL HOME TOWN! GOD BLESS!	4/28/2015 2:51 PM
34	Having a grocery and pharmacy within walking distance of home is very important. Also, walkable corridors & safe crosswalks across Rhode Island & other busy roads. I'm not brave enough to walk across Route 1.	4/24/2015 2:44 PM
35	Aging in place is a great concept. However, since College Park does not have a central gathering place such as in areas Greenbelt , Hyattsville, Silver Spring or Kensington, the fragmentation of College Park neighborhoods due to the placement of the University and roads such as Route 1 , East West Highway and University Blvd makes a city effort to be very difficult. Access to Metro, the Beltway, 95 are important to being able to get in and out of CP. Also, the lack of improvements to Rt. 1, minimal sidewalks, few decent shops, stores and restaurants as well as the traffic congestion school year in downtown College Park impede aging in place efforts, ex. difficult to attend cultural events at the Clarice Smith.	4/22/2015 9:42 PM
36	While the popular idea of aging in place seniors are of individuals who need physical help, the population of today has a different lifestyle than in the past and usually stay active beyond their 70's. A pressing need is replacement of service vendors who have retired or otherwise are no longer available. By this I mean, individuals who have been vetted, can be trusted not to take advantage, and are reasonably priced . . . someone who can do yard work, small repairs to a house, inside and out, a bit of painting, etc. It would be great if the city maintained a list for their residents so someone living on their own did not have to feel uneasy about finding replacements. Sometimes neighbors cannot help with this.	4/22/2015 5:38 PM
37	I am a certified nurse assistance and looking for work and would love to be of services I've work in nursing home, private duty, as well as with special needs since about 2004. my license is up to date. I may be reached at 301-326-1299 feel free to contact me anytime. Thank You April Jones	4/22/2015 9:59 AM

AGING-IN-PLACE SURVEY

38	It's hard to get to the grocery stores without a car. The city has a van for seniors but it's hard to make arrangements with them because there is only one driver. Scheduling the van for a doctor's appointment is difficult. They book up too fast. Walking in the area is dangerous - lacks sidewalks in the neighborhoods. Walking along Rt. 1 or on Greenbelt Rd. is dangerous as the cars are going too fast and are too close to the sidewalk. If you make one misstep or if a driver swerves you're a goner. There needs to be a light at Rt.1 and Cherokee St. so pedestrians can catch busses without risking their lives. I see people walking across Rt. 1 every day - they stand in the turning lane waiting for a break in the traffic. I can't cross Rt. 1 without a light so I can't utilize the buses I'd like to use to get around.	4/22/2015 7:04 AM
39	Would want to have access to listing of various service providers who have been vetted to assure that they aren't the types who take advantage of people compromised by age and ability.	4/21/2015 9:25 PM
40	Taxes in Maryland and Price Georges county are very high relative to other communities. The state and county offers many services I do not need. The county government is very inefficient and appears to be corrupt. Citizens do not have effective representation because the government of College Park does not have authority over matters important to the future of the community. I will likely leave the community after retiring in the near future.	4/21/2015 4:55 PM
41	Currently all of our needs are being satisfied by our children.	4/21/2015 3:06 PM
42	My husband and I are in our 70s with only one son, as family. We have no close friends. I am concerned about death notices. I read and write, my husband does not. If I die first, he will be without communication. What services are available to him?	4/21/2015 9:38 AM
43	Even though I don't need services right now, my father just moved in with us, at least temporarily, and I'm signing up for more information because he may need it now. A caregiver support group would be nice.	4/21/2015 8:49 AM
44	More local jobs for Seniors would be very helpful. This is an expensive area for people who are retirement age.	4/21/2015 5:44 AM
45	I don't expect to need help for years yet. But when I do, I'll be glad if I can get it.	4/20/2015 10:33 PM
46	Provide phone number where problems could be fielded and addressed. Perhaps a central office much like they have in greenbelt.	4/20/2015 6:55 PM
47	I really don't think older people aging in place is good unless they contribute to the community.	4/20/2015 1:39 PM
48	Why has this taken so long?	4/20/2015 12:14 PM
49	If anything will cause me to leave in the future, it will more than likely be due to our high taxes (which look to go even higher in the not to distant future).	4/20/2015 11:40 AM
50	Re #4, these services are not needed now but would be in the future. But even now, I would love to have a list of young people or even adults in the neighborhood who are available for lawn mowing, yard care, and/or snow shoveling, for reasonable rates---and if updates to the list would be maintained. Re #5, I should know my neighbors better (as years ago when the children were young, and when I also spent time in the yard), but right now I have social outlets elsewhere.	4/20/2015 10:35 AM
51	Better sidewalks and safer bike pats (in terms of location, lighting, emergency call boxes, etc.) would make this a more livable community.	4/20/2015 10:34 AM
52	Residential neighborhood preservation, and the value of of the needs and interests of its permanant residents is necessary for aging-in-place. If parts of the city are viewed as 'ripe for redevelopment' and the interests of permanant homowners are not seen as imporatan as the continued expansion of the university or other redevelopment projects, how will older people in College Park ever be able to retain their homes and age in place?	4/20/2015 10:13 AM
53	We have no problems yet, and can't really predict what we'll need when the time comes.	4/20/2015 10:02 AM
54	For the time being I am doing fine on my own. But later, hopefully many years from now if I am still alive, I will need services to stay in my home.	4/20/2015 9:59 AM
55	Why can't we have a local newspaper like Beltsville and Greenbelt? They carry lots of info on local events/services.	4/20/2015 9:51 AM
56	I hope your program will be as good as the Greenbelt Program. It is exciting that you are moving in that direction.	4/20/2015 9:25 AM
57	Thank you the city council members Patrick who always Email to me...	4/20/2015 8:51 AM
58	Biggest concerns: affordability of property taxes as we age, how to adapt home to our conditions as we become less mobile. Other option is to just move to a place that is very accessible, no stairs to climb, has service infrastructure, no yard to maintain, and medical staff on site.	4/20/2015 8:32 AM

AGING-IN-PLACE SURVEY

59	I love the neighborhood, but it's declining. Trash everywhere!	4/20/2015 8:26 AM
60	Glad to see aging-in-place ideas beginning in College Park. Lists of service providers is an idea that many such "communities" develop, as well as informational programs on health for seniors.	4/18/2015 3:38 PM
61	My husband and I attended the recent Aging in Place program. We do not need senior services yet, but we anticipate needing them in the future if we are to stay in our home (College Park Woods). A problem already is walking up and down the stairs in our home, especially carrying laundry. Eventually we will need an elevator (perhaps a chair elevator on the stairs). We would like to have information on modifying our home to make it more accessible. We would also like to see planned inter-generational activities in College Park and in our community. I would be happy to spend some time helping students (all ages) with their school work. I am a retired professor (semi-retired sociologist) and I can, e.g., tutor math, reading, English, and studying for a GED.	4/18/2015 1:56 PM
62	We have at least 3 neighbors who do not have a computer. Could you please send me a few paper surveys to hand out?	4/18/2015 9:40 AM
63	Putting together a comprehensive Area Services and Resources Guide for seniors should be a priority. Also, the senior services presently available appears tied to Spellman House and Attick Towers. Doesn't seem generalized for all residents. It appears that the services presently available are inadequate for any but a small number of people. To advertise transportation and then have 3 buses and 1 driver is very misleading. Can only lead to misunderstanding and dissatisfaction.	4/17/2015 11:33 PM
64	I am over 70 years old and have lived in the City for over 40 years. However, there comes a time that you no longer want to worry about all the things that go with owning a home, little things become major worries for persons my age. I'm not sure if any of the committee members can relate to this because of their ages. I don't need ramps, walk-in tubs, etc. I'm looking to have someone else worry about repairs on a house and I can enjoy the freedom doing whatever I damn well please.	4/17/2015 2:55 PM
65	You did not even ask about sidewalks and having a walkable REAL grocery store. Those are my #1 priorities for aging in place.	4/16/2015 10:45 PM
66	It would help to have people available to help with odd jobs around the house & yard.\$	4/16/2015 5:40 PM
67	I want a library that is handicapped accessible. I have to go either to Beltsville or Greenbelt to use the Internet to print. This is not how it should be. I'm within walking distance of the current location, but I can't access it	4/15/2015 3:19 PM
68	Seniors should not be harassed with code enforcement nits. The verbal warning must be face to face with help offered to solve the problem. Dog barking and helicopters are large nuisances	4/15/2015 9:25 AM
69	Mobile vans equipped with blood test, minor health checkups, doctor in the city on call 24 hours. Few houses can be converted to nursing home. City shall allow neighborhood residents to start retirement and nursing homes. This will allow more Tax to the city and residents can enjoy living in the nursing home not far from their own homes.	4/15/2015 9:00 AM
70	Commendable initiative - aging in place is desirable, and unfortunately the only option for many. Community interest and involvement will go a long way to making this concept possible.	4/15/2015 7:48 AM
71	As stated earlier the proposed increase in property taxes would make living in P.G county more and more difficult to afford. Therefore I would have to consider moving elsewhere.	4/15/2015 7:40 AM
72	My social life is fine. Family not close by & worrying about taking care of home is not something I want to wish to continue.	4/14/2015 10:11 PM
73	Help may be needed to redesign a two-story house into one lower-level living area to avoid using stairs: 10,000 Americans die from falling off their own stairs at home.	4/14/2015 9:55 PM
74	I am ok with my age, not that old. But I am willing to help someone who needs it.	4/14/2015 9:14 PM

AGING-IN-PLACE SURVEY

Q9 You may return this survey anonymously or provide your contact and other information below (check box below):

Answered: 247 Skipped: 56

Answer Choices	Responses
I wish to remain anonymous	60.73% 150
Please add me to the City's Senior Program Mailing List to receive ongoing information about City-sponsored services and events	42.91% 106
Total Respondents: 247	

APPENDIX D - UNMET NEEDS

City Staff-provided Common Unmet College Park Senior Requests

Transportation Requests

City Transportation is provided Monday through Friday 8:30 a.m. – 4 p.m. primarily to the grocery store/mall and doctor's appointments. This includes twice a week transportation for grocery/mall for residents of both Attick Towers (108 units) and Spellman House (141 units). Grocery store and doctor's appointment transportation for seniors who live in the homes are handled on an as needed or requested basis.

Additional Transportation Requests

Periodically the program receives requests for transportation after hours and those requests are referred to other transportation listed in the Appendix F City/County services table.

Health/Medical

Difficulties can arise in seniors being able to pay prescription costs and/or medical deductible.

Entitlement Programs/Dept of Social Services/Social Security

Dept of Social Services

There is an ongoing, chronic case-by-case problem with seniors maintaining their enrollment with the Dept of Social Services' Food Stamps and Medicaid enrollment program.

Social Security

Approximately twice a year, Seniors staff assist a senior with overpayments to the senior by Social Security. Once Social Security identifies what they believe is an overpayment, they independently reduce the seniors check until the balance is paid. Seniors staff advocates with elected Federal legislators on behalf of the senior.

Housing

Seniors staff receive weekly calls for need for immediate senior housing, although the calls are not necessarily from College Park. Staff refers callers to Attick Towers or Spellman House building management.

In-Home Care Services

Only occasionally are there requests from College Park homes for in-home care resources. Usually while others may see a need, seniors in the homes do not generally request in-home care services.

That said, eligibility and access to in-home care services is much easier and more effectively addressed if before a senior is discharged from the hospital. It is harder to access insurance resources if it is identified independent of hospitalization.

Maintenance of Home Exterior

Seasonal requests for assistance with yard work, snow shoveling. Seniors staff has very limited resources to refer seniors for assistance.

Social Activities/Classes

On ongoing basis, at a minimum of 1x a month, City seniors call asking for a Monday – Friday College Park Center where they can socialize, exercise, take classes, play cards, dance, have lunch, swim.

While a College Park Seniors Center does not exist, College Park Activities Team was established to provide occasional opportunities and provides social activities 4 times a year.

APPENDIX E - CITY RESOURCES

City senior services are coordinated out of the city's Youth, Family, and Senior Services Department. According to the website,:

"The College Park Seniors Program provides one-to-one supportive assistance, advocacy services and emotional support to senior residents of the City of College Park for the purpose of enhancing health and social quality of life issues."

The seniors program is managed managed by four city employee positions:

1. Director of Youth Family & Senior Services, Peggy Higgins
2. Seniors Program Manager, Angie Burns
3. Seniors Caseworker, Fatima Knight
4. Office Specialist, Deidre Massey
5. Seniors Bus Driver

This City program provides direct services to College Park residents aged 62 and older. Program staff provides case management and advocacy services for seniors interfacing with other agencies, including Medicare, Social Security, health insurance companies, prescription drug programs, collection agencies, physicians and Social Services. Staff serves as liaison to other community resources and can provide assistance in the seniors' understanding of business and other correspondence.

Additionally, staff coordinates day trips, local outings and periodic College Park senior socials. They provide support services to help resolve family and interpersonal issues and provide information and referral to other community, County and State resources, including other transportation resources. Limited City bus transportation is provided for local Prince George's County medical appointments and to local shopping centers that have a grocery store.

City senior services are communicated through the website, the annual resident information guide, brochures, the Municipal Scene and targeted communications to seniors registered on the seniors mailing list. A detailed list of senior services provided by the city is provided in Appendix F.

HOW IS IT BEING ADDRESSED LOCALLY

Case Study: Review of Resource Availability and Usage in Local Area Jurisdictions (Provided by Helen)

Mr. Johnson, a 73 year old male, lives in the home where he was raised with one sister whom he does not call on for help. He lives alone and is in poor health. He desperately wants to live in his own home for as long as possible. What can local jurisdictions do to promote his ability to meet this goal?

College Park

Once City seniors staff was notified of Mr. Johnson's situation, contact would be made with him and a home meeting scheduled for the next business day. During the rapport-building meeting, his situation would be evaluated for his ability to continue to live safely in the home. His health situation would

also be assessed, identification of what his needs, what possible financial and supportive network was already available to him and his openness to services.

If food/groceries was an issue, it would be determined whether Mr. Johnson was capable of and wished transportation to the grocery store. If he was, City transportation would be arranged. There is no charge for City transportation services. If Mr. Johnson was not capable of or interested in going to the grocery store, he would be offered in-home services such as Meals on Wheels.

If transportation to the doctor's was an issue, and the doctor's appointment was in Prince George's County within an approximate eight-mile radius, City transportation would be arranged and ongoing transportation requests made within 48 hours of the doctor's appointment can generally be worked into the schedule. Mr. Johnson would also be informed of County, Metro Access and private transportation resources.

If Mr. Johnson needed in-home services including activities of daily living, it would be determined whether or not he had applied for Medicaid. If he was eligible for Medicaid, he would be eligible for County in-home services, although the County often has a waitlist for these services. If Mr. Johnson had financial resources and was interested in in-home services, City staff would connect Mr. Johnson with a local provider.

If Mr. Johnson needed physical adjustments made to his home because of his health in order to stay in his home and he was interested, possible County resources to make home adjustments would be explored.

If Mr. Johnson felt isolated and was interested in social activities, he would be invited to register with the City seniors program to be notified of periodic City senior social activities and informed of ongoing County activities.

Greenbelt

Greenbelt has a comprehensive program which provides a type of wrap-around services. Either he or someone who knows him would notify the Case Management service for help. After receiving the referral phone call they would arrange an appointment either in the home or in the office, depending on the abilities of the client. This program is staffed by a community resource advocate who: Assists clients in making informed choices about their health and wellness options through:

- Serving as a liaison between the resident and service provider
- Evaluating the social services needs of each client
- Providing support and training resources to caregivers

Senior Wrap-Around Services are personalized home-based services designed to prevent seniors from "falling through the cracks" and to assist the most vulnerable elderly citizens to live safely in their own homes. This program includes three distinct goals: 1) to locate the most frail, isolated elderly citizens and offer services; 2) to make it easy for seniors and those concerned about seniors to receive needed services; 3) to offer a client-friendly set of services specifically geared to each individual.

The wrap-around philosophy stresses the importance of community members as active participants in meeting the needs of our most frail elderly. Gatekeepers are employees of businesses and individuals

who come into contact with older adults during the course of their everyday work activities. They may include neighbors, mail and newspaper carriers, heating company staff, police department personnel, bank tellers, apartment managers and telephone company employees.

Source: http://juneauempire.com/stories/100406/nei_20061004003.shtml#.VoQTLpMrKqA

They would review his current supports in the home and provide a short plan for making it more likely he could stay where he is. They might refer him to GIVES, a comprehensive program calling on volunteers which could provide much needed support in transportation to the doctor's, assistance with some, if not all, meals, and might be available for certain household chores as well as many other areas of services needed in the home. These are licensed and bonded volunteers who are available to the coordinator of GIVES for being called on as needed. The volunteers are all ages. This would remain in place until the client was able to maintain on his own or had to accept that he might not be able to remain independent to do this. If the latter occurred the case manager would work with him to find an appropriate placement for the best maintenance of his health. There would be no charge for any of this service as it all provided through case management services and a volunteer organization with the former funded by state and local money, the latter a completely volunteer program with its own management. Grants to the City of Greenbelt play a major role in the development and expansion of the programs. The director of the program is credited with finding many sources of funding to the residential programs. There is a link to their website for more detailed information.

Hyattsville

Mr. Johnson would meet with slightly different supports in Hyattsville. It has a small program which at this time is only able to pick up the piece most similar to GIVES. There is a small yearly fee which is requested but not mandatory. It is \$20.. The organization called Aging in Place—Neighbors Helping Neighbors maintains an extensive website on which they actively seek donations to run their program. They compiled a directory in 2012 which they use as an internal resource guide for their residents and have not updated it since then. If Mr. Johnson could make his transportation request a week in advance he is likely to be taken to his doctors. This is provided by volunteers If Mr. Johnson is in need of assistance they fill out an application after which a volunteer is located to assist him. There is no certainty this volunteer would be the same each time the client needs assistance. The organization also maintains some resources for things like adaptable equipment (stair lifts, shower chairs, etc.) to help maintain independence. During 2014 they served 153 residents 104 of these services calls had been to rides to the doctor's office. During the same period of time they served 23 residents with mobility limitations, mostly in their 80's and 90's. The organization also includes social and health events.

Takoma Park

If Mr. Johnson lived in Takoma Park he would receive services most like Greenbelt. Lifelong Takoma is a city service with oversight by Karen Maricheau (Program Manager) who is a paid part time staff member. The focus of the Lifelong Takoma Program is to stay in touch with and be responsive to residents' ever-changing needs, as they age, so that they may choose to remain in Takoma Park. Their program primarily helps residents 55+ and residents of all ages who have disabilities. Services include identifying needs and linking residents to resources, supports, programs or opportunities as requested. Additionally it serves as an advocate, communicates with others, on residents' behalf, to follow up on concerns.

Takoma Park Village is initiative that helps an estimated 1,668 seniors in Takoma Park and began in 2011. The contact for this program is Wolfgang Mergner and it works in conjunction with Lifelong Takoma. The Village's goal is to complement the County and City services and help members learn about and fully utilize them, and to provide greater access to help within the home. In order to be part of this initiative, members are requested to pay a \$10 fee per individual annually. This fee can be waived. They have monthly meetings on senior issues and have a subscriber database of approximately 200 as of April of 2015. They also post notices in senior apartment buildings. Services are provided by volunteers to include providing rides and friendly visits.

The City of Takoma Park runs a 55 and Over Program which is designed for active seniors. They have recreational as well as entertainment activities for seniors who are actively mobile. They have a facility with a game room for seniors. This program is run by the City with a paid staff member. They produce 6 newsletters per year.

APPENDIX F - CITY/COUNTY RESOURCES

COUNTY RESOURCES

County senior services are coordinated out of the Department of Family Services, Aging and Disabilities Services Division (www.AgingInPrinceGeorgesCounty.com, 6420 Allentown Road, Camp Springs, MD 20748; 301-265-8450, 1-844-MAP-LINK)). As stated in their brochure,:

“The Prince George’s County Aging and Disabilities Services Division is a gateway for older adults, persons with disabilities, family members, and family caregivers who want to plan for future needs. The Aging and Disabilities Services Division provides information and assistance on available services, as well as referrals to appropriate agencies to assist older adults and persons with disabilities in Prince George’s County, who want to remain in the community and lead full lives. The Aging and Disabilities Services Division ensures compliance with the Americans with Disabilities Act and it committed to encouraging safety, health, independence, and personal choice for adults we serve and those caring for them.”

Table: City, State, County and Federal
Aging in Place Services/Resources for City of College Park Residents

<u>CITY SERVICES/RESOURCES</u>	<u>FEDERAL/STATE/COUNTY/PRIVATE SERVICES/RESOURCES</u>
FOOD	FOOD
City provides transportation to local grocery stores.	County provides Senior Nutrition Program by maintaining meal programs through qualified senior centers, community centers and senior housing buildings. Also provide home delivered meals. Nominal fees.
City provides contact information for Meals on Wheels.	
City connects seniors to local food pantries/food banks if needed.	
TRANSPORTATION	TRANSPORTATION

<p>City transports seniors to local grocery stores, medical appointments and hospitals generally located in Prince George’s County within 8-mile radius of College Park.</p>	<p>WMATA provides Metro Access for eligible vulnerable residents.</p>
<p>Assist seniors in obtaining fare-reducing Senior ID Cards and Smart Cards for Metrobus.</p>	<p>Metrobus</p>
	<p>County provides Call-A-Cab program providing half price vouchers, \$280.00 maximum for 6 month period.</p>
	<p>County Dept of Transportation provides County Call- A-Bus service for a nominal fee. 14 day advance notice required.</p>
<p>HEALTH/MEDICAL</p>	<p>HEALTH/MEDICAL</p>
<p>City hosts an annual fall Health Fair providing flu shots and blood pressure screenings, along with other medical service providers including Washington-McLaughlin Adult Medical Day Center.</p>	<p>There are a number of local Adult Medical Day Centers who transport to and from the center, providing medical care, personal care and some activities.</p>
<p>City and Prince George’s County Aging Services is hosting workshop on Self-Management of Chronic Disease scheduled for January 27, 2016.</p>	
<p>ENTITLEMENT PROGRAMS</p>	<p>ENTITLEMENT PROGRAMS</p>
<p>City assists seniors with Medicare options during annual open enrollment in November/December. Office visits with individual seniors includes review of Medicare options and telephone contact to Medicare with the senior present to facilitate senior’s understanding of healthcare options.</p>	<p>Following review of individual senior information, the County’s Senior Health Insurance Program (SHIP) provides 2-3 comparisons of Medicare options to assist seniors in selecting insurance options.</p>

<p>City assists seniors in navigating entitlement programs including Social Security, Food Stamps and Medicaid.</p>	
<p>HOUSING</p>	<p>HOUSING</p>
<p>City has available local Christmas in April applications for house repair. Christmas in April annually reviews and makes the determination on applications.</p>	<p>Local, market-rate, housing options for seniors are Riderwood in Silver Spring and Collington in Mitchelville. Both provide various levels of care from independent to assisted living.</p>
<p>Medicare/Medicaid will pay for specified medical equipment such as walkers, canes, oxygen equipment when prescribed by a physician.</p>	<p>County offers a loan program for homeowners wishing to retrofit house to accommodate their need for safety.</p>
	<p>County maintains list of approximately 30 buildings for low and moderate income seniors.</p> <p>Within the City, Spellman House and Attick Towers are independently run, HUD-funded, subsidized housing independent living facilities for low and moderate income seniors.</p>
	<p>County's Assisted Living Subsidy Program provides funding for low-income seniors who need financial assistance in order to afford placement in an assisted living facility. Wait list at times is extensive.</p>
<p>HOME CARE SERVICES may include personal care, companionship, chores, transportation, companion to doctors, grocery shopping, home delivered meals, meal preparation and/or case management.</p>	
<p>City provides referrals to local providers such as Love and Companion In-home Care in College Park and Home Instead in Beltsville. Cost assumed by senior.</p>	<p>County's Medicaid Home and Community-based Waiver Services provides home care services to income eligible seniors where it is assessed that services are necessary to keep senior in</p>

	home rather than facility. Wait list at times is extensive.
	Local home care agencies provide time-limited home care services through Medicare to those seniors returning home from hospitalization or nursing homes.
	County's Money Follows the Person Program provides assistance to individuals transitioning from institution or nursing facility to community living.
	County's Department of Social Services/Adult Services provides non-emergency individualized assessments.
	Upon appointment by a Circuit Court Judge, the County's Adult Public Guardianship Program makes decisions regarding medical matters, shelter and personal welfare issues for a vulnerable senior.
	County's Senior Care Program provides services for seniors at-risk for nursing home placement.
HOUSEWORK	HOUSEWORK
City provides a short list of potential providers.	
MAINTENANCE of HOME EXTERIOR	MAINTENANCE of HOME EXTERIOR
City has very limited resources in response to senior requests for help with maintaining the exterior of their house (examples - yard work, snow shoveling).	

DRAFT Aging in Place Report

SOCIAL ACTIVITIES/CLASSES	SOCIAL ACTIVITIES/CLASSES
City coordinates College Park Activity Team which plans 4 -5 activities a year, primarily at Old Parish House. Some of these activities been in partnership with College Park Arts Exchange.	College Park Community Center Local M-NCPPC Senior Activity Centers – North Brentwood, Laurel-Beltsville City of Bowie Senior Center
City provides eight subsidized day trips a year.	Prince George’s County Community College offers Seasoned Adults Growing Educationally (SAGE) Classes provided at a variety of locations.
City provides three to four subsidized trips a year for physically challenged seniors.	UMD Golden ID program
City transports seniors to swimming at Greenbelt pool. Cost of pool entry assumed by senior.	Senior Retiree and Volunteer Program assists those 55 and older to volunteer in their communities.
Theraplay Groups to address isolation issues with Attick Towers seniors.	
Spellman House staff periodically conducts computer classes for Spellman residents.	
TAX PREPARATION ASSISTANCE	TAX PREPARATION ASSISTANCE
City coordinates free tax preparation with AARP tax preparers for income eligible seniors. Criteria is not as severe as government benefits. City transportation to the appointment is also available.	
PERSONAL & BUSINESS CORRESPONDENCE	PERSONAL & BUSINESS CORRESPONDENCE
City assists a number of seniors on an on-going basis with personal & business correspondence.	

DRAFT Aging in Place Report

EMOTIONAL SUPPORT	EMOTIONAL SUPPORT
Establish individual supportive relationships with seniors primarily from Attick Towers and Spellman House but also includes some College Park-at-large seniors met through trips and other activities.	County provides Telephone Reassurance Program of daily calls to interested County residents 60 and over.

City and Other provider matrix

County Statistics (Aimee Olivo is working on providing this data)

Number of cases referred to or being directly managed by the county, from College Park.

CITY	UMD/COUNTY/STATE/FEDERAL	
Transportation Services		
<p>The Seniors Program provides limited bus transportation within an 8-mile radius of College Park during regular business hours to local medical appointments (Monday – Friday) and shopping centers (Tuesday and Wednesday). Due to demand, requests for shopping excursion or medical appointment transportation are made a week in advance, at a minimum.</p> <p>The city also accommodates trips to Greenbelt Pool and Fitness Center and other amenities on an irregular basis.</p> <p>Additionally, staff assists seniors in obtaining fare-reducing Senior ID Cards and Smart Cards for Metrobus.</p>	<ul style="list-style-type: none"> ● WMATA provides Metro Access for eligible vulnerable residents. ● Metrobus ● County provides Call-A-Cab program providing half price vouchers, \$280.00 maximum for 6 month period. ● County Dept of Transportation provides County Call- A-Bus service for a nominal fee. 14 day advance notice required. ● UMD provides free bus service for CP residents 	
Housing/Homecare		
<p>The City can facilitate the application process for the county’s “Christmas in April” program to assist seniors with home repairs. Christmas in April annually reviews and makes the determination on applications.</p> <p>Staff assists seniors with Medicare/Medicaid paperwork to help pay for specified medical equipment such as walkers, canes, oxygen equipment when prescribed by a physician.</p> <p>The City also maintains a short list of potential providers.</p>	<ul style="list-style-type: none"> ● County offers a loan program for homeowners wishing to retrofit house to accommodate their need for safety. ● County maintains list of approximately 30 buildings for low and moderate income seniors. <ul style="list-style-type: none"> ○ Within the City, Spellman House and Attick Towers are independently run, HUD-funded, subsidized housing independent living facilities for low and moderate income seniors. ● County’s Assisted Living Subsidy Program provides funding for low-income seniors who need financial assistance in order to afford placement in an assisted living facility. Wait list at times is extensive. ● City has very limited resources in response to senior requests for help with maintaining the exterior of their house (examples - yard work, snow shoveling). ● County’s Medicaid Home and Community-based Waiver Services provides home care services to income eligible seniors where it is assessed that services are necessary to keep senior in home rather 	

than facility. Wait list at times is extensive.

- County's Money Follows the Person Program provides assistance to individuals transitioning from institution or nursing facility to community living.
- County's Department of Social Services/Adult Services provides non-emergency individualized assessments.
- Upon appointment by a Circuit Court Judge, the County's Adult Public Guardianship Program makes decisions regarding medical matters, shelter and personal welfare issues for a vulnerable senior.
- County's Senior Care Program provides services for seniors at-risk for nursing home placement.

Community First Choice: Provides enhanced services in a home-based setting to Maryland residents who receive Community Medicaid benefits and meet an institutional level of care based on their need for assistance with activities of daily living.

Community Options Waiver: The Waiver provides individuals 18 years and older the opportunity to remain in a community setting, such as their home or an assisted living facility, even though their advanced age or disability would warrant placement in a long-term care facility.

Senior Assisted Living Group Home Subsidy Program: Provides financial assistance to eligible low to moderate income older adults residing in assisted living facilities by subsidizing the cost.

Social Activities

The City provides eight subsidized day trips a year (April - Nov) and three to four subsidized trips a year for physically challenged seniors. Additionally, the City coordinates College Park Activity Team which plans 4 -5 "Senior Socials" a year, primarily at Old Parish House. Some of these activities been in partnership with College Park Arts Exchange. The city also provides Theraplay Groups to address isolation issues with Attick Towers seniors.

- College Park Community Center, Local M-NCPPC Senior Activity Centers – North Brentwood,, Laurel-Beltsville, City of Bowie Senior Center
- Prince George's County Community College offers Seasoned Adults Growing Educationally (SAGE) Classes provided at a variety of locations.
- What about the seniors breakfast hosting at YFS this past year? Is that a county offering?

Retired and Senior Volunteer Program (RSVP): Provides a variety of interesting and challenging volunteer opportunities to older adults, 55 years and up, at over 50 non-profit and government agencies.

Foster Grandparent Program: Provides resources for older volunteers to work with physically, mentally, and emotionally handicapped children in centers and schools throughout Prince George’s County.

Health & Medical

The City hosts an annual fall Health Fair providing flu shots and blood pressure screenings, along with other medical service providers including Washington-McLaughlin Adult Medical Day Center. The City and Prince George’s County Aging Services is hosting workshop on Self-Management of Chronic Disease scheduled for January 27, 2016.

Senior Nutrition Program: Provides meals in both group and home settings in order to meet the nutritional needs of older adults (Nominal Fees).

- The College Park nutrition program is administered by the Meals on Wheels Program (301-474-1002). There currently is not a physical location for this program within the city.

Senior Care: Provides services for older adults who may be at risk for nursing home placement. Services can include personal care, adult day care, financial help for medications, medical and personal supplies, and emergency response systems.

State Health Insurance Assistance Program: Provides free, unbiased Medicare counseling and education. SHIP is not an insurance provider.

- Qualified Medicare Beneficiary (QMB): Assists with Medicare premiums, deductibles, and copayments
- Specified Low-Income Medicare Beneficiary (SLMB): Pays Medicare Part B premiums
- Extra Help (Low Income Subsidy): Assists with paying Medicare Part D monthly premiums, annual deductibles, and lowering copayments
- Maryland Senior Prescription Drug Assistance Program (SPDAP): Assists paying up to \$40 toward Medicare Part D premiums or the prescription costs toward a Medicare Advantage Plan.

Entitlement Programs

The City provides senior advocacy with programs like: Social Security, Medicare, Medical Assistance, Health Insurance Plans, Insurance Benefits, Prescription Programs (including Medicare Part D), Medical Providers, and Other Financial and Government Entitlement Programs. The City assists

- Following review of individual senior information, the County’s Senior Health Insurance Program (SHIP) provides 2-3 comparisons of Medicare options to assist seniors in selecting insurance options.

<p>seniors with Medicare options during annual open enrollment in November/December. Office visits with individual seniors includes review of Medicare options and telephone contact to Medicare with the senior present to facilitate senior's understanding of healthcare options. The City assists seniors in navigating entitlement programs including Social Security, Food Stamps and Medicaid.</p>	
<p>Tax Services</p>	
<p>City coordinates free tax preparation with AARP tax preparers for income eligible seniors. Criteria is not as severe as government benefits. City transportation to the appointment is also available.</p>	
<p>Emotional Support</p>	
<p>Establish individual supportive relationships with seniors primarily from Attick Towers and Spellman House but also includes some College Park-at-large seniors met through trips and other activities.</p>	<ul style="list-style-type: none"> ● County provides Telephone Reassurance Program of daily calls to interested County residents 60 and over. Volunteer place daily reassuring calls to homebound and isolated adults in Prince George's County.
<p>Referrals</p>	
<p>The city provides referrals for a number of different senior services:</p> <ul style="list-style-type: none"> ● Transportation ● Housing and Homecare - City provides referrals to local providers such as Love and Companion In-home Care in College Park and Home Instead in Beltsville. Cost assumed by senior. ● Food - City provides contact information for Meals on Wheels. City connects seniors to local food pantries/food banks if needed. 	
	<p>Not sure where to place these...</p>
	<p><u>Senior Community Service Employment Program (SCSEP):</u> A federally funded program for older adults who seek civic engagement as well as employment and training assistance. Low-income qualifying participants must be age 55 or older, a resident of Prince George's County, and unemployed.</p>

Senior Scams are monitored by the Prince George's County Senior Medicare Patrol (SMP) (301-265-8471)

Family Caregiving Program: Provides assistance to caregivers, which may include family, friends, and members of the community, with access to support groups, problem solving, education, and respite care.

State Health Insurance Program: Offers health insurance counseling and assistance to Medicare beneficiaries and their caregivers. Senior Medicare Patrol is Designed to prevent healthcare fraud and abuse.

Ombudsman Program: Promotes the highest quality of life and care possible for nursing home residents by investigating and resolving problems which affect residents' rights, health, care, safety, and welfare.

Money Follows the Person: Provides assistance to individuals who are transitioning out of nursing or assisted living facility back into community living. Individuals receive assistance through peer mentoring, as well as coordination and assistance with the transition process.

Public Guardianship Program: Ensures the ongoing safety and well-being of older adults by professional case managers when the Aging and Disabilities Services Division has been appointed Public Guardian by the Circuit Court.

APPENDIX G - OTHER LOCAL RESOURCES

Private Industry Resources

Housing/Homecare:

- Local, market-rate, housing options for seniors are Riderwood in Silver Spring and Collington in Mitchellville. Both provide various levels of care from independent to assisted living.
- Local home care agencies provide time-limited home care services through Medicare to those seniors returning home from hospitalization or nursing homes.

Subsidized Senior Facility Offerings:

Spellman House staff periodically conducts computer classes for Spellman residents.

Explorations in Aging

Proposed Explorations in Aging Group Objectives:

1. Continue to expand knowledge of aging-related issues relevant to our community. Action: Participate in neighboring group activities, i.e., Rte 1 Coalition, Hyattsville Aging in Place, UMD, Riverdale Park, Greenbelt Senior Services . Keep current with county and state services and initiatives.
2. Inform and educate. Raise awareness of Aging Related Issues in our Community. Stay alert to opportunities to provide a "stimulus to action" in the community. Action:
 - a. Organize two Information and Idea Exchanges in the coming year beginning in Sept.
 - b. Continue to develop and maintain a contact list of interested area residents.
 - c. Gather and share information on a aging-related topics and activities in the area to the contact list.
3. Partner with the CP Task Force on Aging and other area groups to share aging in place resources and information, where possible. Action:
 - a. Maintain a dialogue with the College Park Task Force. Work together with the TF when appropriate.
 - b. Develop and maintain 3 "Partners" List. ('See Prospective Partner List below)

Tentative Topics and/or Activities

AARP Livable Community, Washington Area Village Network, UMD School of Public Health, "isolation intervention", Information Fair (possibly w/ Task Force).

'Repeat "Estate Planning" meeting held in UP.

Addendum: Accept the invitation from Dr. Lindsey Anderson, Communications Dept, UM, to meet soon to discuss the possibility of collaborating with her and her students in a qualitative research methods course that she's currently developing. The course will be offered in spring and will focus on issues impacting seniors in the College Park community and could be a natural extension of the committee .

Have agreed to present 3-4 topic presentations per year.

UMD

University Of Maryland At College Park

Recruiting students engaged in:

- **Independent Study**
- **Internships**
- **Work-Study Programs**
- **Community Service**
- **Specific Department/ Course Credit**
- o **Thesis Options**
- o **Honors Options**
- **Fraternities**
- **Sororities**

UNIVERSITY OF MARYLAND RESOURCES

UMD SHUTTLE ACCESS

Golden ID Program

College Park participates in the University of Maryland's Golden Identification Card Program. This program allows eligible senior citizens to take advantage of the wide variety of course offerings at College Park. For more information about the Golden ID program, please visit [the Golden ID](#) page on the Registrar's website.

Golden ID applicants who previously attended the University of Maryland must apply for reenrollment.

To be eligible for participation the individual must:

- be 60 years of age or older
- a legal resident of the State of Maryland
- retired (not engaged in gainful employment for more than 20 hours a week).

Application is made either through the Office of Undergraduate or Graduate Admissions. The appropriate application fee will be assessed. College Park tuition is waived, students are charged part-time undergraduate student fees, less the health, student activities, and athletic fees. Please see the Office of the Bursar for the exact amount.

Golden ID students register on a space available basis for a maximum of three courses during the first week of classes. They must meet all course prerequisite and co-requisite requirements. The Golden Identification Card with a current semester registration card will entitle eligible persons to certain academic services, including the use of the libraries, as well as certain other non-academic services. Such services will be available during any session only to persons who have registered for one or more courses for that session. Golden ID students are not eligible for Consortium courses or Continuing Education.

Golden ID students also have the opportunity to become involved with the Golden ID Student Association which provides cultural and social events, course recommendations, and peer advising. Additional information may be obtained from the Office of Undergraduate Admissions, Mitchell Building, 301-314-8385, or the Golden ID Student Program, first floor, Mitchell Bldg. 301-314-8219.

****Please [Click Here](#) for Important Information Regarding Summer and Winter Term Golden ID students****

Source: <http://registrar.umd.edu/current/registration/golden-id.html>

Senior Volunteer Service Corp

The benefit of SVSC volunteers to the University of Maryland is extremely important and the faculty and staff place high value on these volunteers.

SVSC welcomes inquiries from people of the community who wish to stay physically and mentally active in their retirement years. You will find a list of current vacancies in another part of this website and an application form which you can fill out online.

If you don't see a current opening that fits your particular background and experience, we invite you to return the form to us anyway so we can keep it on file for possible future use.

We also are happy to receive requests from all departments and offices of the University that have a need or opportunity for volunteers in their daily operations.

Source: <http://www.vsc.umd.edu/>

stop-spoofing@amazon.com

APPENDIX H - AGING-IN-PLACE MODELS

AGING IN PLACE MODELS

There are many aging in place models currently in existence in the United States. If the City of College Park Aging In Place Task Force should become permanent, it is suggested the newly formed Committee explore existing senior programs outside the area; two are described below:

Senior Villages – “Villages are committed to maintaining and strengthening members’ connection to their community while providing needed services and supports. While the range of services varies, they typically include information referrals, home health care, access to transportation services, and assistance with household tasks, as well as access to social and educational activities. Transportation and assistance with moving furniture and other handywork were the most commonly used services among members in five Village organizations in the Washington, D.C. metropolitan area. Instead, these are nonprofit organizations governed by a board of directors and operated either by a mix of paid staff and volunteers or solely by volunteers. Staff provides administrative oversight, coordination and delivery of services, or other assistance that a member may need. Volunteers are a critical component of the Village concept—many assist with daily operations or deliver services (e.g., taking a member to the doctor’s office, helping with groceries).” (Excerpted from AARP Public Policy Institute Fact Sheet , March 2010.) Important note: there are some Villages that require an increase in tax from the residents. Thus, the economic impact would require a thorough review and discussion.

The Hub and Spoke concept assists villages in their formation. Some benefits of this concept are: eliminates the need for each spoke Village to get its own independent 501c3 status, while allowing them to provide tax-deductions to donors; provides economy of scale savings—both in terms of manpower and financial outlay—to all the Villages that are part of the system; enables Villages within the same area to effectively share resources and combine efforts to apply for funding and negotiate key strategic partnerships; standardizes financial record keeping, donor records, grant tracking, and data collection across multiple Villages, which makes them collectively more attractive to potential funders; helps ensure all Villages are knowledgeable about and in compliance with nonprofit legal requirements; allows the spoke Villages to focus on what they are most interested in: namely, the day-to-day operating of their Village. (Source: Villages NW website)

APPENDIX I - GENERAL RESOURCES

SENIOR RESOURCE CONTACT INFORMATION

AARP	888-687-2277
Alzheimer's Association	866-259-0042
American Cancer Society	301-562-3600
American Diabetes Association	800-342-2383
Columbia Lighthouse Society for the Blind	301-589-0894
Curb Abuse in Medicare and Medicaid	301-265-8471
Department of Housing and Community Development	301-883-5501
Department of Public Works and Transportation, Senior Transportation Services	301-499-8603
Department of Social Services	
● Adult Protective Services	301-909-2228
● Eviction Prevention Program	301-909-6362
● MD Energy Assistance Program	301-909-6300
● Respite Care	301-909-2091
Developmental Disabilities Administration	301-362-5100
Elder Abuse Prevention Treatment	301-265-8450
Elder Care Locator Services	800-677-1116
Equal Rights Center	202-234-3062
Family Caregivers	301-265-8450
Foster Grandparent Program	301-265-8487
Health Department Adult Evaluation and Review Service	301-856-4730
Long-Term Care Ombudsman	301-265-8483
Maryland State Department of Education Division of Rehabilitation Services	301-749-4660
Medicaid Recipients Relations	410-767-5800
Medicaid Waiver	301-265-8463
Prince George's Community College Senior Program (SAGE)	301-322-0882
Prince George's County Library System	301-699-3500
Prince George's County One Stop Career Center	301-618-8400
Public Guardianship Program	301-218-5504
Register of Wills	301-952-3250
RSVP Program	301-265-8487
Senior Assisted Housing Program	301-265-8474
Senior Health Center	301-927-4987
Senior Health Insurance Program	301-265-8471
Senior Information and Assistance	301-265-8450
Senior Law Project, Legal Aid	301-927-6800
Senior Nutrition Program	301-265-8475
Social Security Administration	800-772-1213
State Health Insurance Assistance Program (SHIP)	301-265-8450

LOCAL SENIOR PUBLICATIONS

Guide to retirement Living: <http://www.retirementlivingsourcebook.com/order>

DRAFT Aging in Place Report

April 4,

2016 118

The Aging in Place Task Force Members:

Barnes, Helen	Dist. 3
Blumenthal, Judy	Dist. 1
Brennan, P. J.	Dist. 2
Dorsch, David	Dist. 3
Ealley, Lisa	Dist. 1
Ireton, Chuck	Dist. 2
Kabir, Fazlul	Dist. 1
Mitchell, Denise	Dist. 4
Nowlin, Darlene	Dist. 4
Sanders, Cory	Dist. 1
Wojahn, Patrick	Dist. 1

Staff Liaison: Peggy Higgins

9

Proposed Complete Streets Policy



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

Prepared By: Steve Beavers
Community Development Coordinator

Meeting Date: April 5, 2016

Presented By: Terry Schum, Director of Planning
Steve Beavers

Proposed Consent Agenda: No

Originating Department: Planning, Community and Economic Development

Issue Before Council: Complete and Green Streets Policy

Strategic Plan Goal: Goal 4: Quality Infrastructure

Background/Justification:

The Council adopted resolution 14-R-09 in 2014 to pursue policy goals supporting the Healthy Eating Active Living Campaign (HEAL). HEAL is an initiative of the Institute for Public Health Innovation in partnership with the Maryland Municipal League. Our HEAL policy specified four goals, three of which have already been accomplished: establishing community gardening, promoting acceptance of SNAP/EBT benefits at our farmers markets, and establishing an employee wellness program. The last remaining goal of our HEAL policy is the development of a complete streets policy.

Adopting a complete and green streets policy to implement a comprehensive network of multi-modal roadways was also identified as a goal in the City's 2015-2020 Strategic Plan. City priorities include attractive streetscapes and convenient transportation systems serving all users, as well as a sustainable built environment and stewardship of our natural resources.

The City received a Transportation Land Use Connections technical assistance grant from the Washington Metropolitan Council of Governments in 2015 for preparation of a Complete and Green Streets Policy and Implementation Plan Report, a copy of which is attached.

The proposed Complete and Green Streets Policy incorporates City goals while following professional best practice guidance. It includes recommended policy elements from the American Planning Association, Change Lab and Smart Growth America. The proposed policy will complement our ongoing sustainability efforts by minimizing the environmental impact of our roadways and promoting safe access for everyone, no matter their age or ability.

The policy has been refined by staff to reflect the unique community context and needs of the residents and visitors to the City of College Park. For example, this policy recognizes that the City's older neighborhood streets are often constrained by limited rights-of-way, topography and tree canopy.

Fiscal Impact:

The attached policy indicates that additional CIP and grant funding will need to be allocated on an annual basis to plan and implement these practices, in addition to staff time. Staff time needed will vary with the type and quantity of practices selected.

Council Options:

- #1. Approve Complete and Green Streets Policy as attached
- #2. Approve Complete and Green Streets Policy with revisions
- #3. Decline Complete and Green Streets Policy at this time

Staff Recommendation:

- #1. Approve Complete and Green Streets Policy as attached

Recommended Motion:

I move to approve Resolution 16-R-XX to approve a Complete and Green Streets Policy for the City of College Park.

Attachments:

1. Complete and Green Streets Resolution and Policy
2. Consultant's Report

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE
CITY OF COLLEGE PARK, MARYLAND
TO ADOPT A COMPLETE & GREEN STREETS POLICY

WHEREAS, safe, convenient, and accessible transportation for all users is a priority of the City of College Park; and

WHEREAS, “Complete Streets” describe a comprehensive, integrated transportation and land use network where the right-of-way (ROW) is designed and operated to allow safe and convenient travel along and across all streets for all users, including pedestrians, bicyclists, persons with disabilities, seniors, children, and motorists; and

WHEREAS, “Green Streets” describe roadways that incorporate plantings or other vegetative practices along the ROW that are designed to reduce the amount of pollutants in storm water runoff; and

WHEREAS, Complete Streets improve public health and safety by reducing the risk of injuries and fatalities for users of all modes of transportation; and

WHEREAS, Complete Streets are designed with the safety and convenience of pedestrians and bicyclists in mind while aiming to increase the number of people walking and bicycling; and

WHEREAS, Complete Streets represent a balanced transportation and land use system that inherently encourage people to walk and bicycle to everyday destinations, such as schools, shops, restaurants, businesses, parks, transit, and jobs, which in turn enhances the City’s economic vitality and livability; and

WHEREAS, encouraging people to walk, bicycle, and use public transit saves resources, reduces air pollution, and reduces emissions that contribute to global warming; and

WHEREAS, Complete Streets encourages an active lifestyle by creating opportunities to integrate exercise into daily activities, thereby helping to reduce the risk of obesity and its associated health problems; and

WHEREAS, Green Streets improve the environment by reducing the impact that impervious surfaces have on our waterways by slowing down and pre-filtering storm water runoff from our roads; and

WHEREAS, in light of the foregoing benefits and considerations, the City of College Park wishes to implement a Complete and Green Streets network within the City and desires to recognize the principles of Smart Growth by forming a comprehensive and integrated transportation network promoting safe, equitable, and convenient travel for all users while preserving flexibility, recognizing neighborhood context and using the best practice design guidelines and standards; and

WHEREAS, a Complete Streets Policy and Implementation Plan Report was prepared for the City under a Transportation Land Use Connections technical assistance grant administered by the Washington Metropolitan Council of Governments which included public input and a presentation to the Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park, Maryland:

That the City of College Park adopts the College Park Complete and Green Streets Policy attached hereto as Attachment 1, and made part of this Resolution.

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

EFFECTIVE the _____ day of _____, 2016

WITNESS:

**THE CITY OF COLLEGE PARK,
MARYLAND**

Janeen S Miller, City Clerk

Patrick L. Wojahn, Mayor

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**

Suellen M. Ferguson, City Attorney

Attachment 1: College Park Complete and Green Streets Policy

ATTACHMENT 1

COLLEGE PARK COMPLETE AND GREEN STREETS POLICY

A. DEFINITIONS

1. “Complete Street” means a street or roadway that allows safe and convenient travel by all of the following categories of users: pedestrians, bicyclists, persons with disabilities, motorists, seniors and children and that creates a shared space for all users to the extent practicable.
2. “Transportation Project” means any development, project, program, or practice that affects the transportation network within the City of College Park, including any construction, reconstruction, resurfacing or rehabilitation of any public street or roadway.
3. “Green Street” means a roadway that incorporates plantings or other vegetative practices along the ROW that are designed to reduce the amount of pollutants in storm water runoff. Curb or storm drain modifications are usually necessary to divert the storm water into these practices. Runoff that has traversed through these practices enters the storm drain system with fewer pollutants.
4. “Pedestrian Infrastructure” includes sidewalks, paths, bus shelters, benches and other street furniture and pedestrian lighting within the public ROW.
5. “Bicycle Infrastructure” includes bicycle racks, bike share stations and equipment, bicycle trails, lanes, sharrows, and signage within the public ROW.

B. COMPLETE AND GREEN STREETS FRAMEWORK

It shall be the policy of the City to develop and implement an integrated and connected multimodal network of Complete and Green Streets that serve all neighborhoods. The Planning Department and City Engineer shall lead this effort. Toward this end:

1. Every transportation project, and phase of that project (including planning, scoping, funding, design, approval, implementation), by the City shall strive to provide for Complete and Green Streets for all categories of users identified in Section A.1. of this policy recognizing the need for flexibility in balancing user needs.
2. Wherever possible, transportation projects shall strive to create a network of continuous bicycle- and pedestrian-friendly streets including streets that connect with transit and

provide convenient access to residential areas, commercial areas and schools. Streets shall include provisions for trees and strive to incorporate green streets techniques where appropriate.

3. All Complete and Green Streets shall be designed to be context sensitive taking into consideration the character of the surrounding neighborhood. It is recognized that the City has ROW's with variable widths and other conditions that may affect the design of a roadway.
4. The Planning Department and City Engineer shall coordinate with all stakeholders including residents, neighborhood associations and County and State agencies to create Complete and Green Streets on all roadways serving the City.
5. The Planning Department and City Engineer shall coordinate with adjacent jurisdictions and other public agencies to enable, wherever possible, connections to bicycle- and pedestrian-friendly routes beyond the City's boundaries.
6. The City shall rely upon the current editions of street design standards and green streets guidelines that promote and support Complete and Green Streets including but not limited to the following:
 - *Urban Street Design Guide* and *Urban Bikeway Design Guide* (National Association of City Transportation Officials - NACTO)
 - *Designing Walkable Urban Thoroughfares: A context sensitive approach* (Institute of Transportation Engineers/Congress for the New Urbanism)
 - *Pedestrian Safety Guide and Countermeasure Selection System* (U.S. Department of Transportation, Federal Highway Administration)
 - *Bicycle Safety Guide and Countermeasure Selection System* (U.S. Department of Transportation, Federal Highway Administration)
 - *Separated Bike Lane Planning and Design Guide* (U.S. Department of Transportation, Federal Highway Administration)
 - *Municipal Handbook: Green Streets* (U.S. Environmental Protection Agency)

C. IMPLEMENTATION

The next steps for implementation include the following:

1. Compile an inventory of all City Streets in a database that includes ROW width, pavement width, curb and gutter, parking facilities, transit accommodations, bicycle and pedestrian infrastructure and storm water management facilities.
2. Identify incomplete City streets particularly where the conditions are conducive to the construction of bicycle and pedestrian features to take advantage of funding available for this purpose.
3. Evaluate Capital Improvement Program projects, including the Pavement Management Plan, for the potential to include complete and green streets practices.
4. Seek supplemental sources of funding, including public and private sources, to assist in the implementation of this policy.
5. Examine Complete and Green Streets design standards and practices during the development review process for all new development in the City and make every effort to implement them.
6. Utilize interdepartmental coordination and provide appropriate staff training to promote the efficient and responsible implementation of this policy.
7. Include implementation of this policy in the City's strategic action plan.

D. EXCEPTIONS TO POLICY AND IMPLEMENTATION CONSTRAINTS

This section recognizes that there may be limiting factors to implementation of this policy. A specific category of user may be excluded if one or more of the following conditions apply:

1. Use of the roadway is prohibited by law for the category of user (e.g., pedestrians on an interstate freeway). In this case, efforts shall be made to accommodate the excluded category of user on a parallel route.
2. There is an absence of both a current and future need to accommodate the category of user shown via demographic, school, employment, and public transportation route data that demonstrate a low likelihood of bicycle, pedestrian or transit activity in an area over the next 20 years.
3. The cost would be excessively disproportionate to the current need or future need over the next 20 years.
4. There is less than 35 feet of ROW width available and the City is unable to acquire additional ROW or obtain easements for the accommodations.
5. There are site-specific constraints such as topography (steep slopes) or mature vegetation.
6. There is no community support for the proposed project.

E. PERFORMANCE MEASURES

In order to evaluate whether the City transportation network is adequately serving each category of user, The Planning Department and City Engineer shall collect baseline and annual data on matters relevant to this Policy, including the following information:

1. Linear feet of pedestrian infrastructure
2. Number and type of other pedestrian infrastructure
3. Miles of bike lanes and sharrows
4. Number and type of other bicycle infrastructure improvements
5. Number of curb ramps
6. Square feet of green street infrastructure
7. Number of street trees
8. Total funding allocated to Complete and Green Streets projects

F. REPORTING REQUIREMENTS

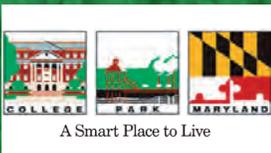
One year from the effective date of this Policy, and annually thereafter, the Planning Department and City Engineer shall submit a report to the City Council on the progress made in implementing this Policy that shall include the following:

1. Baseline and updated performance measures as described in Section (E)
2. A summary of all Transportation Projects planned or undertaken and their status
3. Any recommendations for improving implementation of this Policy

CITY OF COLLEGE PARK MARYLAND

COMPLETE STREETS POLICY AND IMPLEMENTATION PLAN

FINAL REPORT
MARCH 2016



**THE CITY OF COLLEGE PARK COMPLETE STREETS
POLICY AND IMPLEMENTATION PLAN**

FINAL DRAFT REPORT | MARCH 2016

PREPARED FOR:

**THE METROPOLITAN WASHINGTON
COUNCIL OF GOVERNMENTS**

AND

THE CITY OF COLLEGE PARK

PREPARED BY:

KITTELSON & ASSOCIATES, INC.

36 South Charles Street
Suite 1920
Baltimore, Maryland 21201

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INTRODUCTION

01

PROJECT HISTORY

INTRODUCTION

Over the past several years, the City of College Park has made strides to become a vibrant, multimodal, sustainable, and healthy city. As a suburb of Washington, D.C. and home to the main campus of the University of Maryland (UMD), College Park attracts large numbers of daily commuters, students and employees to and through its neighborhoods and thoroughfares. Historically, a majority of students commuted to the UMD campus. However, this commuting trend has been changing over the last ten years as new student and private residential projects have been built. These projects are within walking and biking distance to campus. UMD has recognized this trend and have taken measures in their master plan to reduce parking areas for cars and encourage other modes of travel like walking and biking. The existing street network which once had a singular goal of moving only automobile traffic, must also change to meet the new demands of a more multi-modal population of College Park.

Today, with the expansion of the University, new mixed use development near campus and along US 1, and the arrival of the Purple Line, College Park is working to shape itself into a more walkable urban place. Recognizing the importance of the connections between transportation, land use, public health, social equity, and economic development, the City has adopted a Strategic Plan and a Healthy Eating and Active Living Community Resolution. In

addition, the City has studied its major corridors, resulting in sets of goals and objectives to become more interconnected place where residential, educational, commercial, and entertainment areas are highly accessible by active transportation modes. This work has laid the foundation for a city-wide network of complete streets and green infrastructure and will help to make College Park a truly multimodal, sustainable, and livable place.

While the City has worked closely with Prince George's County, the University, and the State to incorporate complete streets and green infrastructure, the plans and strategies developed have not yet been joined together to create an integrated and phased program of investment and action. This policy and implementation plan will help bridge the gaps between this previous work and the next steps toward the City's goals.

FIGURE 1 | COMPLETE STREET EXAMPLE



Neighborhood Street - Sacramento, CA | Source: KAI

FIGURE 2 | COMPLETE STREET EXAMPLE



Park Avenue - Winter Park, FL | Source: KAI

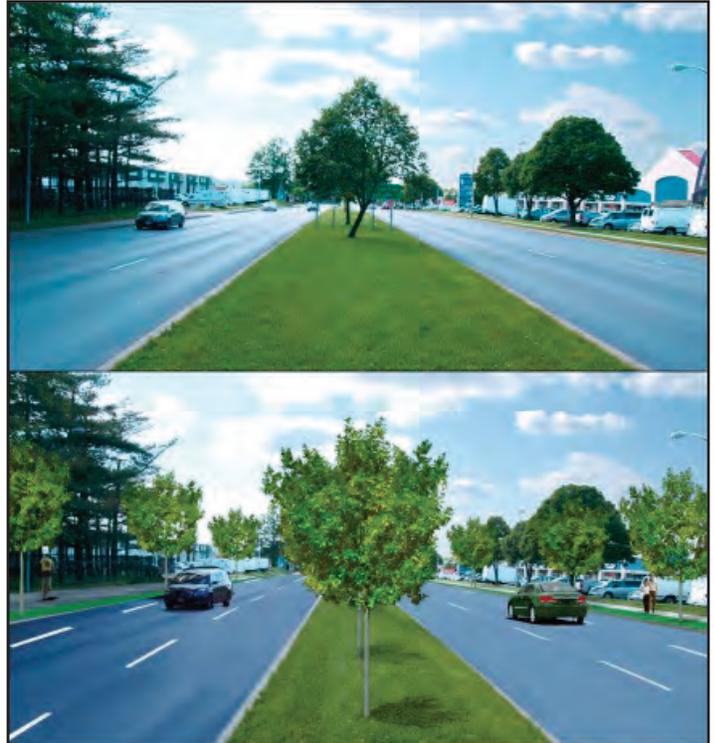
PROJECT HISTORY

As stated in the introduction, the policy and implementation plan is a direct outgrowth of previous planning efforts on both the State and local level, to increase the livability of College Park as a community, and the attractiveness of non-auto transportation modes, in order to meet the City's mobility needs.

Complete streets projects and policies are at their best when they recognize and strengthen the connection between transportation infrastructure and the land use context in which it is situated. As such, development of a complete streets policy and implementation framework is a natural project for the Transportation/Land-Use Connections Program technical assistance grants administered by the Metropolitan Washington Council of Governments. (MWCOCG)

This policy and implementation plan will synthesize existing work, analyze existing conditions, provide sample policy language, outline guiding principles and provide tools for conceiving and prioritizing complete streets projects.

FIGURE 3 | MWCOCG/TLC PROJECT EXAMPLE



Complete Streets - Rockville, Maryland | Source: MWCOCG

FIGURE 4 | MWCOCG/TLC PROJECT EXAMPLE



Takoma Langley Crossroads | Source: MWCOCG

PREVIOUS STUDIES

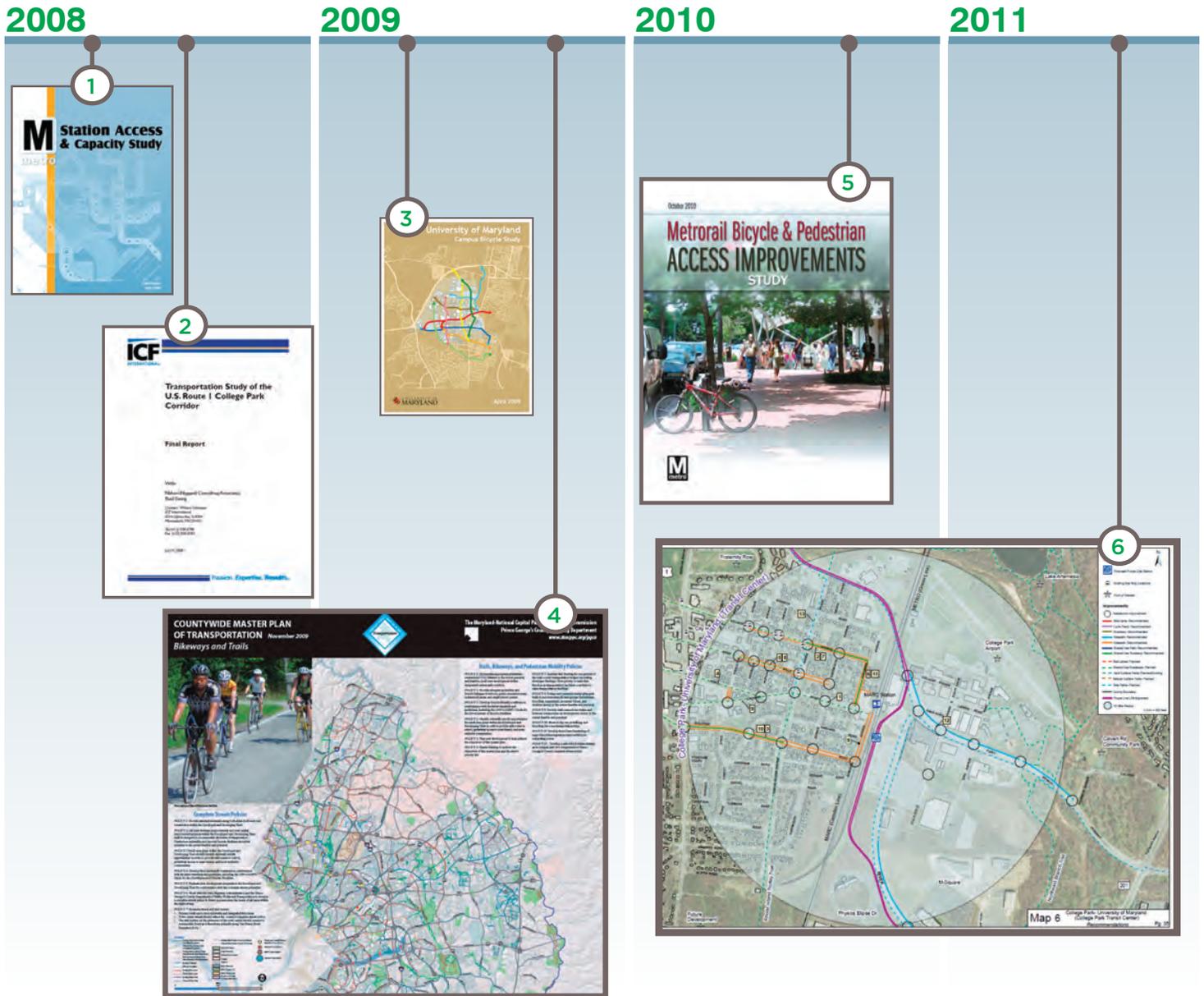


FIGURE 5 | PREVIOUS STUDIES REVIEWED

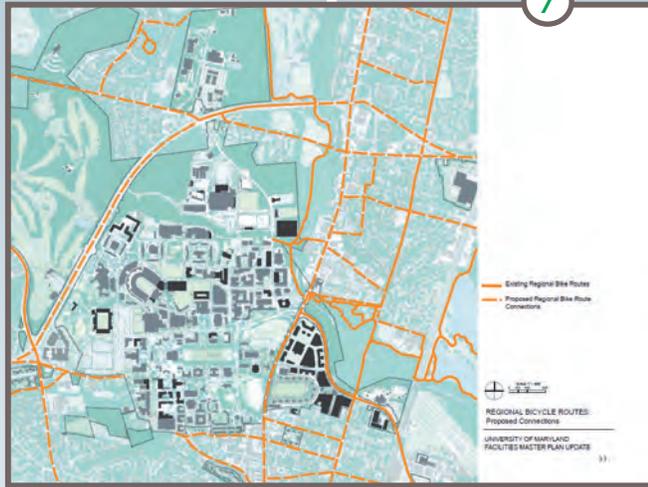
STUDY	AGENCY	DATE
1. WMATA Station Access + Capacity Study Final	WMATA	Apr-08
2. Transportation Study of the US 1 College Park Corridor	CITY	Jul-08
3. University of Maryland Bicycle Master Plan	UMD	Apr-09
4. County-wide Bikeways + Trails Master Plan	M-NCPPC/PGC	Nov-09
5. Metrorail Bicycle + Pedestrian Access Improvements	WMATA	Oct-10
6. Purple Line - Corridor Access Study (CAST) Recommendations	WMATA	Jun-11
7. University of Maryland Master Plan Bicycle Summary Report	UMD	Nov-11
8. City of College Park Pavement Management Plan (FY 2015)	CITY	Mar-14
9. US 1 from College Avenue to MD 193 Value Engineering Study	SHA	Jul-14
10. US 1 - College Park Corridor Improvement Projects (Segment 1)	SHA	Oct-14
11. Hollywood Commercial Streetscape: Concept Recommendations	CITY	Feb-15

2012

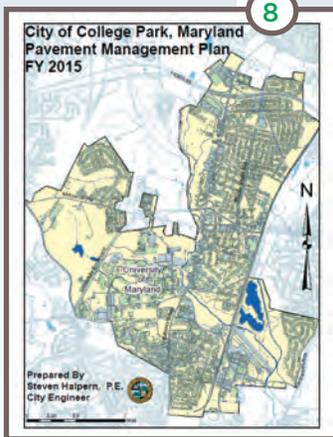
2013

2014

2015



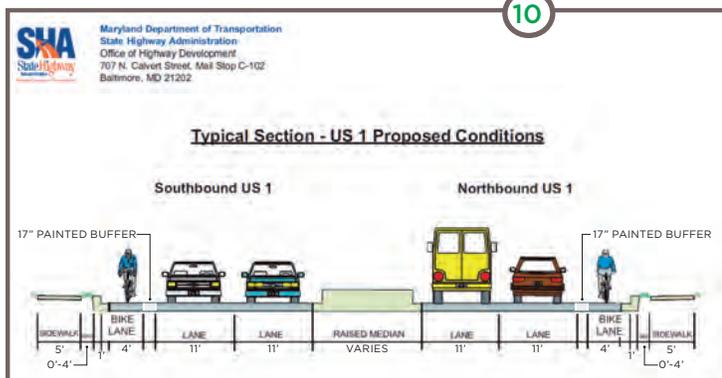
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10



11

PREVIOUS STUDIES

TRANSPORTATION STUDY OF THE US 1 COLLEGE PARK CORRIDOR

US 1 College Park Corridor Study Goals and Objectives

- Create a place;
- Make city and county development process more predictable;
- Ensure that transit supports additional development and is easy to use;
- Provide safe, accessible, and convenient pedestrian infrastructure, and;
- Accommodate bicyclists throughout the corridor.
- Recommended a series of short, medium, and long term strategies from policy to implementation.

The goals and objectives in this study, specifically creating great places, calling for safe, accessible, and convenient pedestrian infrastructure, and accommodating bicyclists throughout the US 1 Corridor, should be incorporated into the goals and objectives of College Park's complete streets policy. Additionally, the study suggests alternative examples for parking lot layout and access management (Figure 6) and shows some of those examples in plan view (Figure 7). These considerations should also be taken into account for the City's complete streets policy.

FIGURE 7 | US 1 & PAINT BRANCH PKWY ALTERNATIVE EXAMPLE

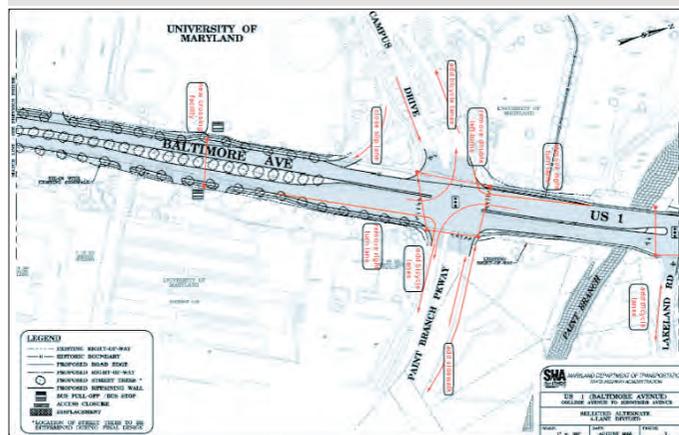
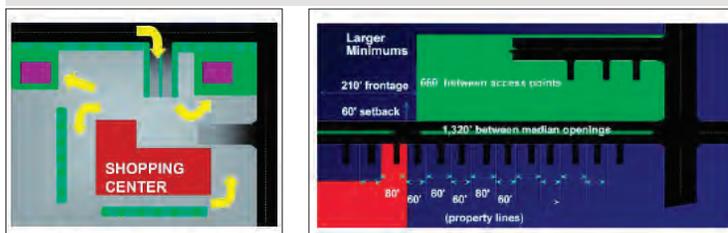


FIGURE 6 | EXAMPLE DIAGRAMS FOR LAYOUT AND ACCESS MANAGEMENT ON US 1



METRORAIL PURPLE LINE CORRIDOR ACCESS STUDY (CAST)

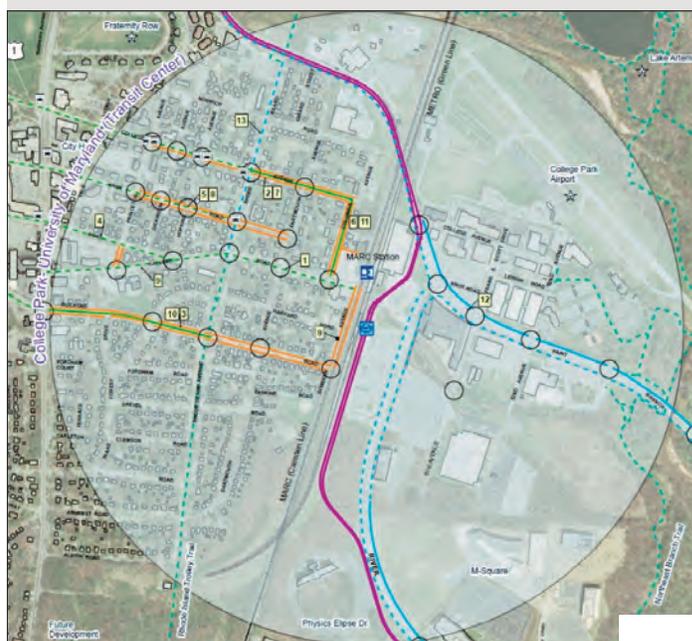
METRO Purple Line Alignment Details:

- Station location at College Park Transit Center
- Suggestions for pedestrian improvements within 10-minute walking radius including:
 - Intersection improvements like ADA crosswalk upgrades and signal timing
 - Traffic calming elements like curb extensions at intersections.

The details in the MetroRail Purple Line CAST locate four rail stations in College Park and one adjacent to the City. Three of the stations are located within the campus boundaries of University of Maryland, one station is located at the College Park Transit center adjacent to 50th Avenue/ River Road, and the last adjacent station is on River Road closer to Kenilworth Avenue. These stations will make a significant impact within the City and aligning the complete street policy with this future infrastructure enhancement and the potential transit oriented development that will occur nearby will be advantageous.

Additionally, the CAST also calls for pedestrian improvements within a one-half mile of each proposed station. The City should consider partnering with WMATA and MTA to coordinate the efforts, budgeting, and prioritization of pedestrian improvements on the surrounding City streets so that they are in line with the complete streets policy.

FIGURE 8 | STATION AREA PLAN FOR THE COLLEGE PARK TRANSIT CENTER



US 1 COLLEGE PARK CORRIDOR IMPROVEMENT PROJECT

Segment 1

Maryland State Highway Administration (SHA) has been studying and now designing a street project for US 1/ Baltimore Avenue from University Avenue (MD 193) to College Avenue, known as Segment 1. The project has two other segments that are not yet funded including Segment 2, from Hollywood Boulevard to MD 193, and Segment 3, from Interstate 495 to Hollywood Road (Figure 9).

The proposed typical section (Figure 10) shows bike lanes at 4' with a 1' space in the gutter pan. This dimension is not consistent with the minimum shoulder widths established in SHA's 2015 *Bicycle Policy and Design Guidelines*

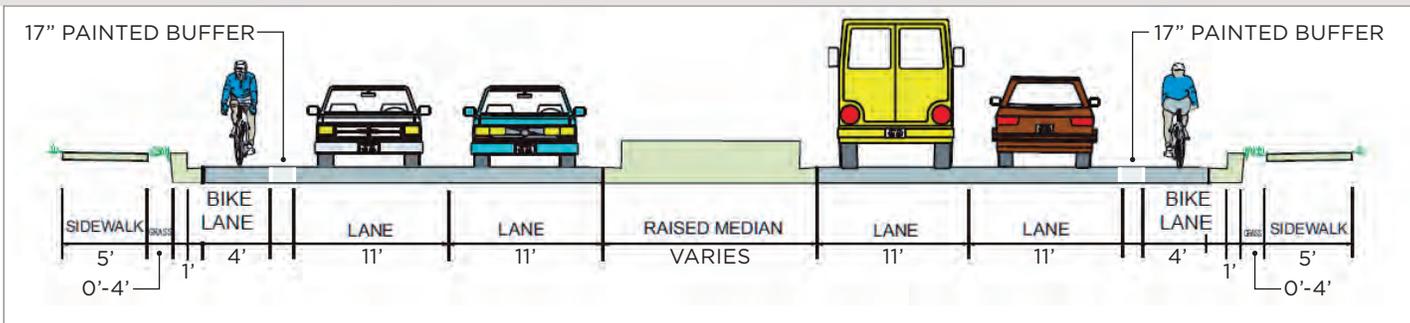
which reports a 4' minimum (NOT including the gutter pan) for streets with speeds at or over 35 MPH, and a 5' minimum (NOT including the gutter pan) for streets with speeds between 35-45 MPH and truck volumes at or higher than 8% ADT. Additionally, the sidewalk widths do meet minimum ADA standards at 5' wide, however, the undefined distance between the sidewalk and the back of curb will be problematic for ADA compliant crosswalks along the corridor.

Because Segment 1, currently in design, does not have funding for utility relocation or for construction, the City should work with SHA to ensure the eventual constructed segment meets the requirements of the proposed complete streets policy.

FIGURE 9 | US 1 CORRIDOR IMPROVEMENTS MAP



FIGURE 10 | SHA US 1 - BALTIMORE AVENUE PROPOSED SECTION



WMATA METRORAIL BICYCLE AND PEDESTRIAN ACCESS IMPROVEMENTS

Improvement Recommendations

In 2010, the Washington Metropolitan Area Transit Authority (WMATA) conducted a study to improve bicycle and pedestrian access to transit station facilities. This study not only considered the station itself, but also the surrounding area (Figure 11) Examples of recommendations from this study include:

- Adopting a multimodal policy for station planning and design;
- Increasing in bicycle facilities and bicycle parking areas (examples shown in Figure 12)
- Encouraging transit-oriented development (TOD) adjacent to stations;
- Establishing clear and directed vehicular and pedestrian wayfinding;

These recommendations are consistent with best practices in complete street policy and the City has an opportunity to help budget, prioritize, and implement these ideas working with WMATA to bridge the gap between the transit facility and the surrounding streets and blocks within the City's jurisdiction.

FIGURE 11 | STATION AREA MAP OPPORTUNITIES AND CONSTRAINTS

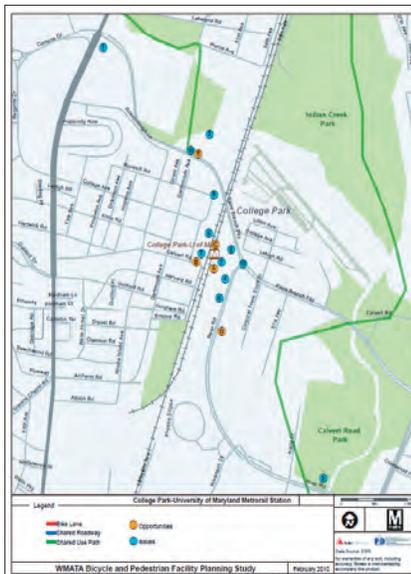


FIGURE 12 | BICYCLE FACILITIES EXAMPLES



WHY COMPLETE STREETS?

WHY ARE COMPLETE STREETS IMPORTANT?

The term 'Complete Street' was coined in 2003 by the America Bikes Coalition as it developed a transportation policy initiative to address all modes of travel along and across roadways:

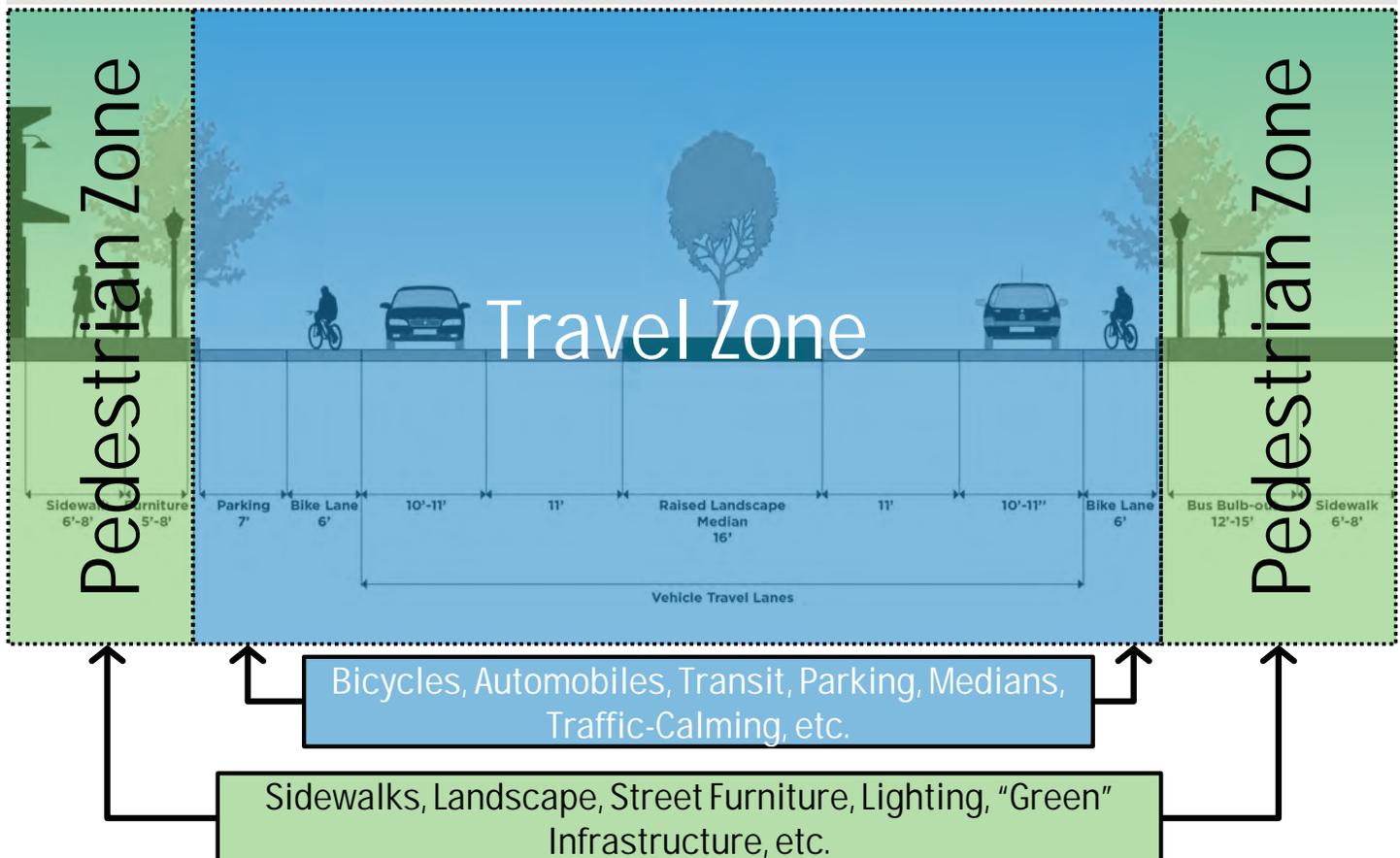
“A Complete Streets Policy ensures that the entire right-of-way is routinely designed and operated to enable safe access for all users. Pedestrian, bicyclists, motorists and transit riders of all ages and abilities must be able to safely move along and across the Complete Street.”

Complete Streets play an important role in supporting vibrant, sustainable communities. Cities that support alternative modes of travel through investments in their public spaces have found these investments pay back over time in the form of increased property values, increased office, retail and commercial growth, healthier residents, and more vibrant neighborhoods with strong community character and unique sense of place. The design implications of Complete Streets can be seen in Figure 13. The right-of-way is examined in two different parts:

- The **Travel Zone** which includes:
 - Bicycles facilities (bike lanes, cycletracks, etc.)
 - Automobile facilities (travel lanes, on-street pkg, etc.)
 - Transit facilities (bus lanes, stops, etc.)
 - Pedestrian facilities (refuge islands, medians, etc.)
 - Traffic calming elements (mini-circles, curb extensions, etc.)

- The **Pedestrian Zone** which includes:
 - Sidewalks (varying widths depending on pedestrian activity)
 - Landscape (street trees, plants, pots, etc.)
 - Street Furniture (benches, trash cans, etc.)
 - Lighting (decorative poles, banners, planters, etc.)
 - Green Infrastructure (bioswales, rain gardens, etc.)

FIGURE 13 | TYPICAL COMPLETE STREETS COMPONENTS DIAGRAM



COMPLETE STREETS ELEMENTS

FIGURE 14 | “TACTICAL” SIGN ON A STREET IN COLLEGE PARK



College Park, MD | Source: City of College Park

Ensuring safe and comfortable access to destinations for users of all travel modes is crucial to making a community equitable for all residents and visitors and a more desirable place to live and to do business. A complete street network that accommodates all modes and enables healthful physical activity, has demonstrated economic development benefits, and helps to create successful vibrant places. In College Park, there already is support (Figure 14) for moving towards more complete streets.

The Complete Streets movement builds upon a livable, balanced approach to streets and traffic, which emphasizes the role of the street in defining urban form. Livable roadway design balances the need to move traffic with supporting adjacent land uses and neighborhoods. The roadway serves as an organizing feature for development. Complete Streets recognizes that roadway design is context specific, but there are significant design elements that impact walking, biking, and transit use. These include:

1. DESIGN SPEED

Vehicular travel speed has a measured impact on both comfort and safety for pedestrians and bicyclists. Increasing vehicular speeds increases the difficulty for pedestrians to cross roadways, as greater gaps are required between vehicles as shown in Figure 15.

FIGURE 15 | VEHICULAR GAP REQUIRED FOR PEDESTRIANS TO COMFORTABLY CROSS ROADWAY¹

Miles Per Hour	Vehicular Stopping Sight Distance (feet)	Vehicular Distance Required for Pedestrians to Cross Roadway if Vehicle Does Not Slow Down (feet)
25	155	115
35	250	160
45	360	207

**Note: This assumes one 11-foot travel lanes and average walk speed of 3.5 feet per second.*

Faster speeds increase the force with which a vehicle strikes a pedestrian, leading to more severe injuries and less likelihood of survival, as shown in Figure 16.

FIGURE 16 | PROBABILITY OF PEDESTRIAN FATALITY²

Miles Per Hour	Probability of Fatality
20	5%
30	37%-45%
40	85%

A cross sampling of design guidelines from other municipalities around the country stipulate that the design speed of the roadway should equal the posted speed. Geometric design elements, such as horizontal and vertical curves, block length, and vehicular lane widths should reinforce that posted speed. Additionally, these design guidelines for Complete Streets also recommend that roadway posted speeds should be set between 20 MPH to 35 MPH.

SOURCES

1. McLean A.J., et al. (1994). “Vehicles Speeds and Incidence of Fatal Pedestrian Collisions.” Volume 1. Report No. CR 146. The Federal Office of Road Safety. Canberra, Australia.
2. United Kingdom Department of Transportation. (1987). “Killing Speeds and Saving Lives.” London, England.

WHY COMPLETE STREETS?

2. ROADWAY WIDTH

Wider streets experience higher average and 85th percentile speeds than narrow streets. As street widths widen, accidents per mile increase. Wider streets act as barriers to pedestrian travel, making it difficult to cross the roadway (Figure 17). The number of travel lanes and the width of the travel lanes both impact the roadway width, and are therefore important complete street design elements.

3. DRIVER'S CONE OF VISION

The driver's cone of vision is the combined area the driver's fixation point and the ability to see beyond the peripheral vision at a given speed. This is an important aspect of the ability for a driver to stop or slow down when something or someone is in the roadway. As seen in Figure 18, at 30 MPH, the driver's fixation point is roughly 770 feet in the distance, the peripheral cone is very narrow making it hard for the driver to see objects in the peripheral zone. As the speed decreases, the fixation point for the driver becomes closer, and the driver can see more within the peripheral view, including the pedestrians on the street corner in Figure 18's 15 MPH.

It is important to note that the posted speed limit is different than the actual speed limit. The posted speed limit is the legal speed limit of the roadway, however, the street can be designed in a way to enforce or even lower this speed through elements such as bulb-outs and landscaping.

4. CURB EXTENSIONS (BULB-OUTS) AND RAISED LANDSCAPED MEDIANS

Complete Streets design focuses on roadway permeability, the ability for a pedestrian to move across a roadway. Curb extensions significantly improve pedestrian crossings by reducing the pedestrian crossing distance, visually and physically narrowing the roadway, improving the ability of pedestrians and motorists to see each other, reducing the time that pedestrians are in the street, and allowing space for the installation of a curb ramp.

Bulb-outs and refuge islands assist pedestrian in crossing a roadway by making the pedestrian more visible and reducing the amount of pavement the pedestrian needs to cross. Raised medians provide a refuge for pedestrians crossing the roadway, allowing pedestrians to negotiate one direction of travel at a time.

6. LANDSCAPING/STREET FURNITURE

The careful use of landscaping along a street can provide separation between motorists and pedestrians, reduce the visual width of the roadway (which can help to reduce vehicle speeds), and provide a more pleasant street environment for all. This can include a variety of trees, bushes, and/or flowerpots, which can be planted in the buffer area between the sidewalk or walkway and the street.¹ Landscaping can also reduce the ambient temperature and provide refuge from the sun.

FIGURE 17 | PEDESTRIAN CROSSING THE STREET



Unknown Street | Source: KAI

FIGURE 18 | THE DRIVER'S CONE OF VISION



Source: Ian Lockwood

FIGURE 19 | CURB EXTENSIONS/BULB-OUTS



Source: KAI

SOURCES

1. Pedestrian and Bicycle Information Center (PBIC). (2015). "Landscaping." Retrieved March 31, 2015 from the PBIC Online Library: http://www.pedbikeinfo.org/planning/facilities_streetscape_landscaping.cfm.

7. PEDESTRIAN AND BICYCLE AMENITIES

Bicycle lanes are designated by a white stripe, a bicycle symbol, and signage that alerts all road users that a portion of the roadway is for exclusive use by bicyclists (Figure 20). They help to narrow the roadway while providing adequate bicycle facilities in a network fashion. Similarly, sidewalks provide places for pedestrians of all ages to walk, run, and play. Sidewalks are associated with significant reductions in pedestrian collisions with motor vehicles. Such facilities also improve mobility for pedestrians and provide access for all types of pedestrian travel: to and from home, work, parks, schools, shopping areas, and transit stops.¹

The lack of sidewalks and bicycle facilities suppresses travel by these modes and endangers those who do choose to travel on foot or by bicycle. Sidewalks should be present along all collector and arterial roadways in urban areas. A separate bicycle lane is recommended for roadways with volumes over 3,000 vehicles per day (VPD)².

8. PARKING

On-Street parking serves as a buffer for pedestrians and supports local commercial uses along the roadway. Parallel parking is the most common on-street parking used, but it can also include front-in angled parking (at roughly 45 or 60 degrees) or back-in angled parking (safer than front-in angled parking and often easier to execute than parallel parking).

9. BLOCK LENGTH AND NETWORK

Typically in developed areas, there are two types of development patterns: suburban and urban patterns. (Figure 21) Suburban patterns tend to have longer blocks and single point access to the collector road and limited access to adjacent land uses. Urban patterns tend to have shorter blocks resulting in more intersections to process the various traffic patterns and more access to adjacent land uses. (Figure 22) The single point loading from the suburban pattern on the collector road creates multiple loading points which in turn creates congestion. (Figure 23)

Reducing the unimpeded block length, or distance drivers may travel without being required to slow or stop, reduces travel speeds and provides more places for pedestrians to cross the street. While the actual design and allocation of the right-of-way of individual streets is important for all of the reasons described in previous sections, complete streets should be thought of as part of a network, not as isolated facilities. A connected street network provides access to destinations more efficiently and with fewer detours, which is important for users of more detour-sensitive modes such as walking or bicycling.

Additionally, a connected street network disperses motor vehicle trips among several parallel routes, instead of concentrating them on one or two roadways. Those resultant high volume roadways are significant barriers to bicycle and pedestrian connectivity, and can be challenging to cross, and difficult to retrofit.

The other implication of a lack of parallel routes is that all of the motor vehicles from a relatively disconnected local network must eventually enter the arterial and collector network that can take them out of their neighborhood. This happens at just a few intersections, causing congestion.

SOURCES

1. Pedestrian and Bicycle Information Center (PBIC). (2015). "Bicycle and Pedestrian Amenities" Retrieved March 31, 2015 from the PBIC Online Library: http://www.pedbikeinfo.org/planning/facilities_ped_sidewalks.cfm.
2. Federal Highway Administration, 2003. "A Review of Pedestrian Safety Research in the United States and Abroad." Publication Number: FHWA-RD-03-042. Washington, D.C.

FIGURE 20 | BICYCLE AMENITIES



Museum Road, Gainesville, FL, Source: KAI

FIGURE 21 | STREET NETWORK DIAGRAM

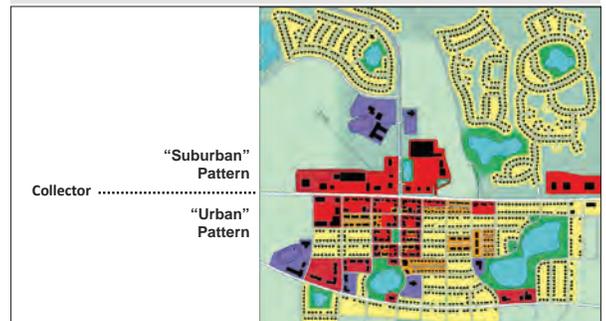


FIGURE 22 | TRAFFIC PATTERNS

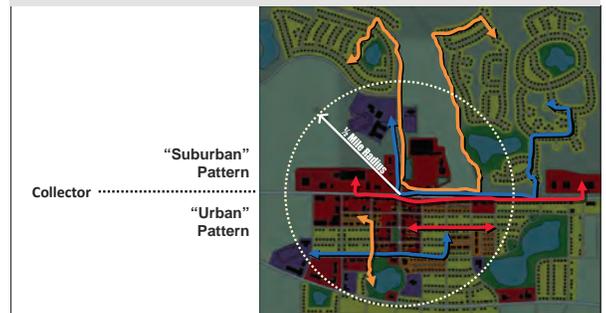
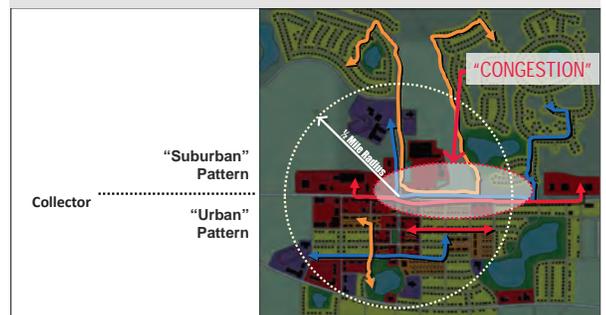


FIGURE 23 | CONGESTION



Source: KAI

EXISTING CONDITIONS ANALYSIS

02

TRANSPORTATION CONTEXT

ROAD HIERARCHIES

The Maryland State Highway Administration (SHA) designates¹ the roads that travel through the City of College Park (City) into four categories (Figure 24):

- **Interstates (Freeways)**

Interstates provide the key means of interstate, intrastate, and interregional travel. The freeways are under the full jurisdiction of SHA. On these highways, the mobility of through traffic is of paramount importance. As such, they must be able to support high volumes of traffic at high speeds over long distances. Maximum control of access is necessary to implement and preserve this function. Direct access is not allowed on freeways. Instead, traffic may enter or exit the highway only at grade-separated interchanges. Interstate 495 (The Capitol Beltway) is the only interstate in College Park.

- **Principal/Major Arterial Roads**

Connecting to freeways at strategic locations, these routes are vital to the efficient and economical movement of commuter traffic, goods, and services each day at all levels of the highway network. The jurisdiction of these roads vary between SHA, Prince George's County (PGC), and the University of Maryland (UMD). Their design reflects a wide range of functional requirements, including the ability to support relatively high operating speeds and traffic volumes. Arterial routes have varying degrees of access control, depending on their specific functional requirements. Access to adjacent properties is subordinate to the need to ensure mobility for through traffic on arterial routes. In College Park, these roads include:

- **Principal Arterial Roads:**
 - *US 1 (Baltimore Avenue), SHA;*
 - *MD 193 (University Boulevard/Greenbelt Road), PGC*
- **Major Arterial Roads:**
 - *Paint Branch Parkway (PGC);*
 - *Adelphi Road (PGC)*

- **Major Collector Roads**

Collector routes provide links between local streets, land uses, and regional transportation facilities. Some of these roads are under the jurisdiction of PGC and some are under the City. These routes comprise the most frequent patterns of “day to day” travel within and between communities in a region and provide connection to major highways. Operating speeds are usually moderate, varied with the extent of development and direct access. These roadways often carry a moderate amount of traffic during the day, with increased traffic during the morning and evening commute periods. Access to adjacent properties and mobility of

through traffic are equally important considerations on collector routes. As such, the highway characteristics vary according to the zoned land uses and development context. In College Park, these roads include:

- *Campus Drive (PGC, UMD);*
- *Metzerott Road (PGC);*
- *Preinkert Drive (UMD)~Hartwick Road~ Guilford Road~Calvert Drive (City)*
- *Rhode Island Avenue (PGC);*
- *River Road (PGC)*

- **Local Roads**

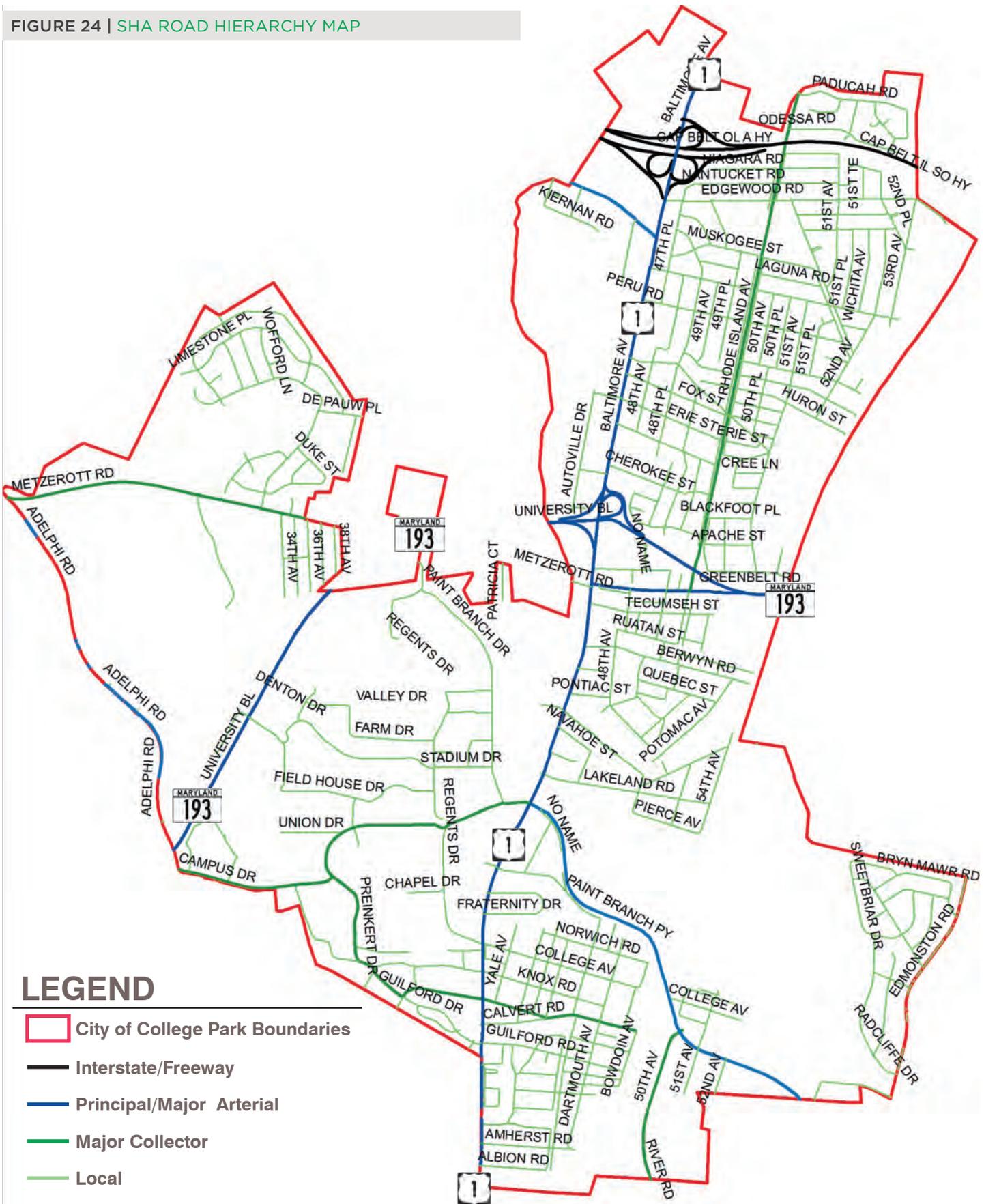
Local roads and streets serve mainly to provide direct access to individual properties, for a diverse group of users. They are designed for local traffic, slow operating speeds, and numerous intersection approaches and driveways. The design of local roads and streets often emphasizes pedestrian mobility and access to businesses, community, and residential areas. Parking is often permitted on the street and refuse collection and emergency response are important design considerations. The remaining roads, not previously mentioned in another designation, are considered local roads.

Because the local roads are under the direct jurisdiction of the City, they **provide the greatest flexibility** when it comes to implementing Complete Street principles and policies.

SOURCES

1. SHA Highway Access Manual. (2015). “Definitions of Road Classifications.” Part One, Chapter 2. Retrieved from: <http://www.marylandroads.com/index.aspx?PagelD=401#2.3.1>

FIGURE 24 | SHA ROAD HIERARCHY MAP



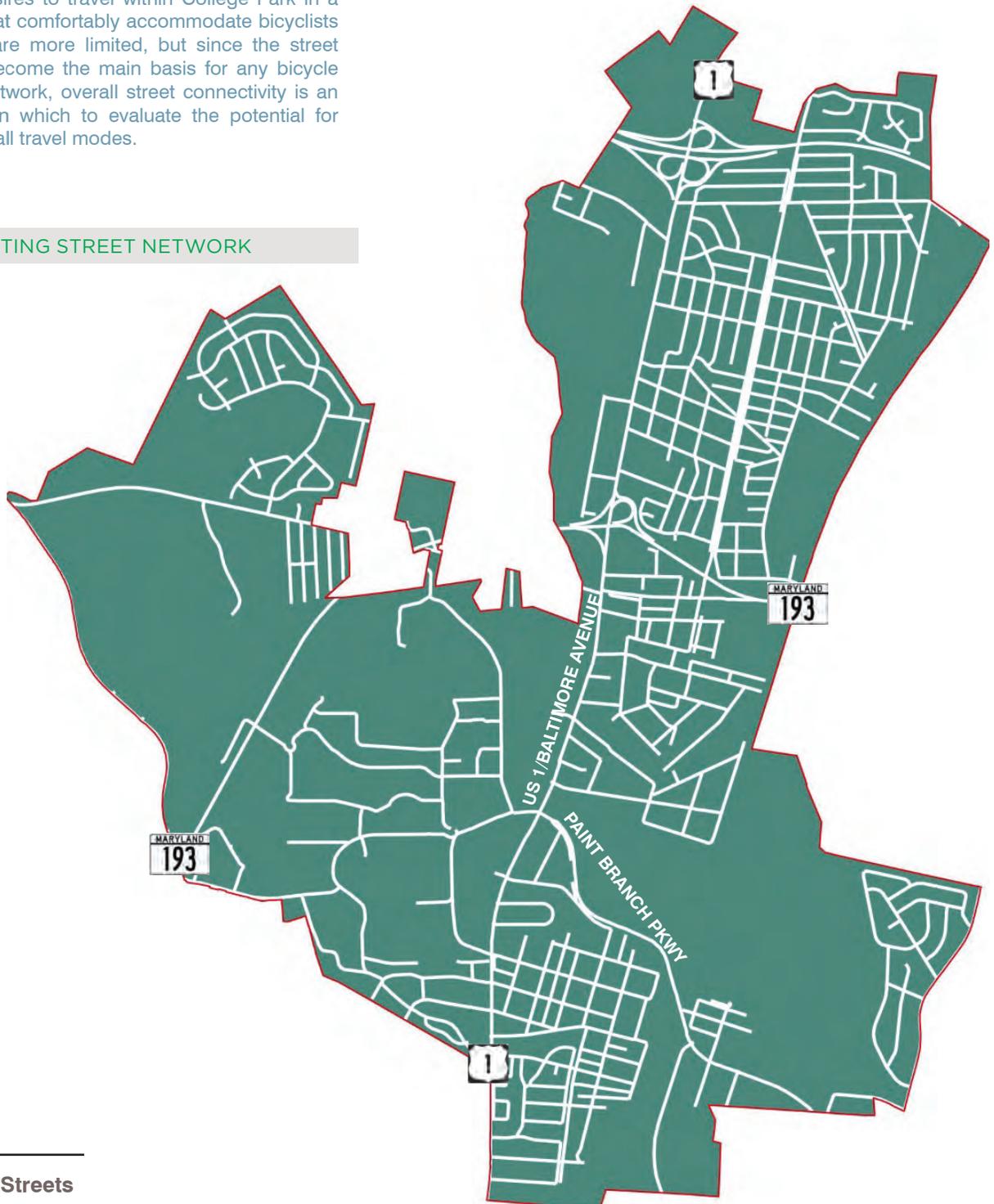
TRANSPORTATION CONTEXT

EXISTING STREET NETWORK

Figure 25 shows the entirety of the current street network in College Park. While there are some areas near the Metro Station, in park areas, and on the university campus that don't have many streets crossing them, the street network generally reaches all of the desired destinations in the City.

The implication of this is that it is feasible to go nearly anywhere one desires to travel within College Park in a car. The streets that comfortably accommodate bicyclists and pedestrians are more limited, but since the street network should become the main basis for any bicycle and pedestrian network, overall street connectivity is an important basis on which to evaluate the potential for improvements for all travel modes.

FIGURE 25 | EXISTING STREET NETWORK



LEGEND

 Existing Streets

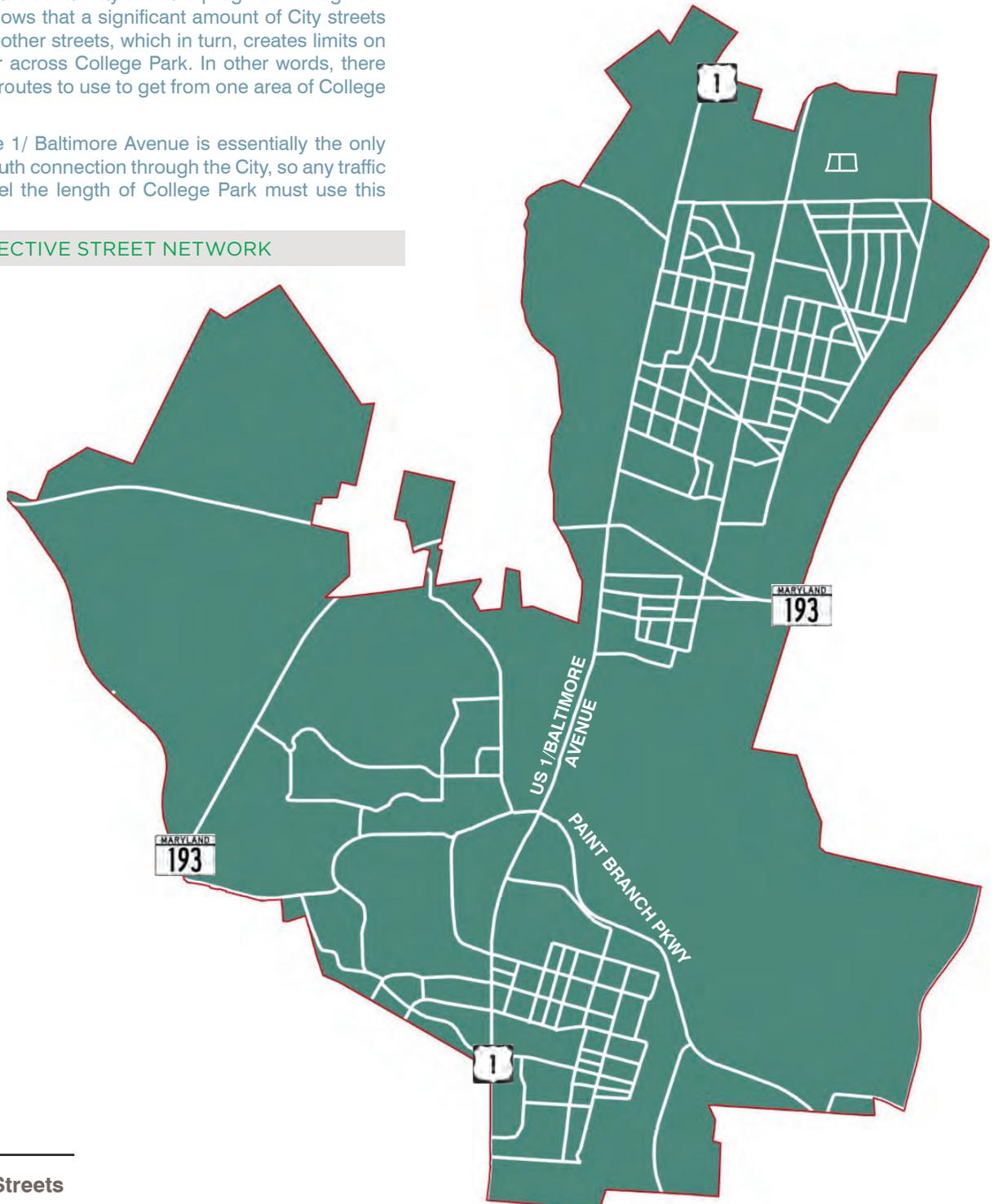
EFFECTIVE STREET NETWORK

Figure 26 shows the effective street network in College Park. This map was created by removing any streets that do not connect to other streets. Typically, these streets either loop back to the same feeder street or are dead end/ cul-de-sac streets. The removed streets also include roadway on/off ramps. These streets do not contribute to the network of street because there are no parallel or additional way to make progress through the area. Figure 26 shows that a significant amount of City streets do not connect to other streets, which in turn, creates limits on mobility around or across College Park. In other words, there are few “through” routes to use to get from one area of College Park to another.

Additionally, Route 1/ Baltimore Avenue is essentially the only complete north/south connection through the City, so any traffic attempting to travel the length of College Park must use this

roadway. If Route 1 were used almost exclusively for through traffic, while local traffic preferred parallel routes, the current traffic problems would not be nearly as pronounced. However, as is shown in Figure 26, even many trips within College Park, particularly any that cross Paint Branch Parkway must make use of Route 1 for at least part of their length.

FIGURE 26 | EFFECTIVE STREET NETWORK



LEGEND

 Existing Streets

CONNECTIVITY CONTEXT

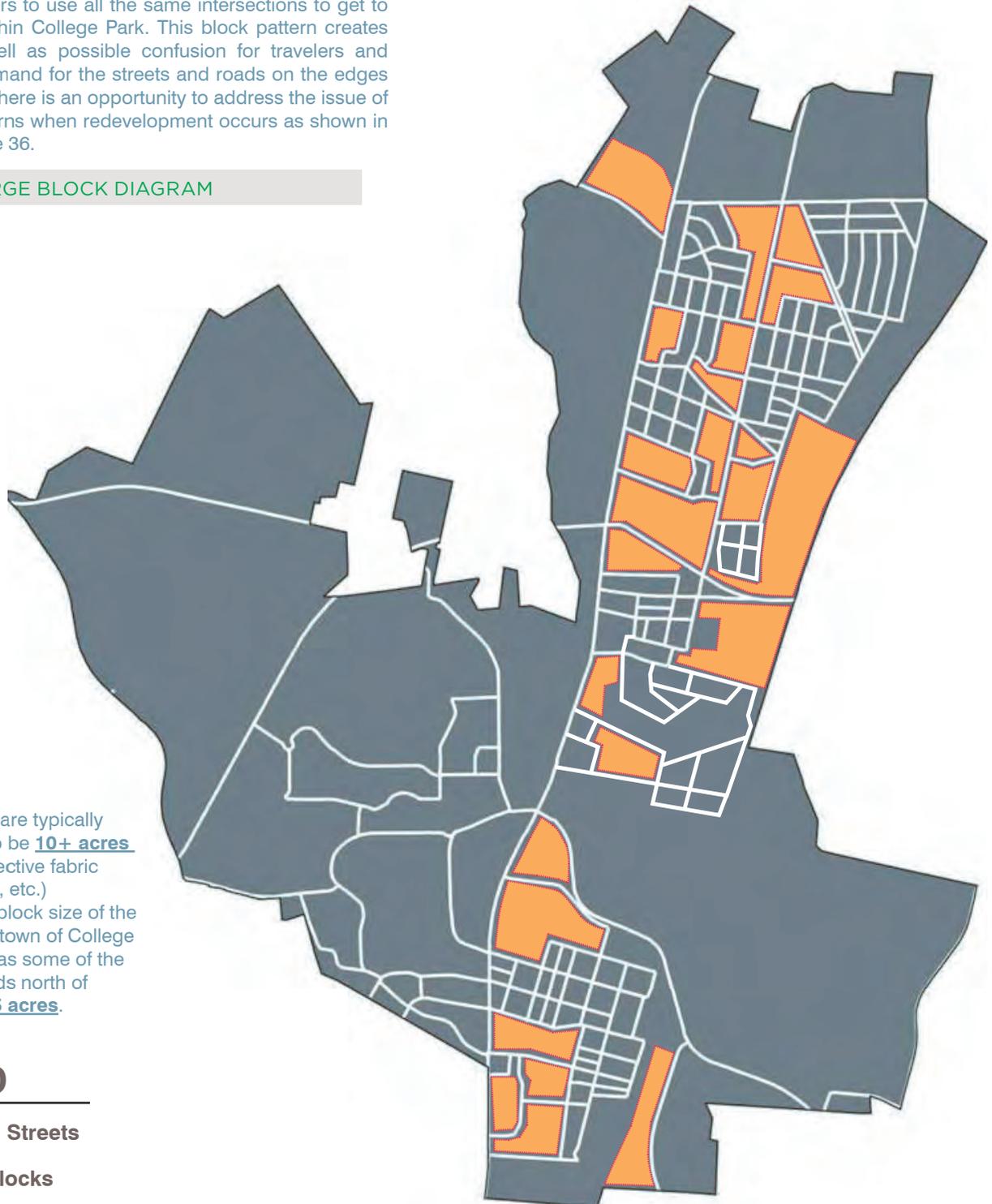
LARGE BLOCKS & CONNECTIVITY

Figure 27 highlights “blocks” of properties within College Park that, while they may have streets within them that provide access to the homes and businesses there, do not have streets that connect through them. Thus, anyone wishing to cross these blocks must use the streets along their edges.

Similar to the “suburban pattern” shown in Figure 21, the larger blocks force drivers to use all the same intersections to get to another place within College Park. This block pattern creates congestion as well as possible confusion for travelers and means higher demand for the streets and roads on the edges of these blocks. There is an opportunity to address the issue of larger block patterns when redevelopment occurs as shown in Figure 50 on page 36.

24

FIGURE 27 | LARGE BLOCK DIAGRAM



NOTE:

- Large blocks are typically considered to be **10+ acres** without connective fabric (streets, trails, etc.)
- The average block size of the historic downtown of College Park, as well as some of the neighborhoods north of MD 193 is **3.5 acres**.

LEGEND

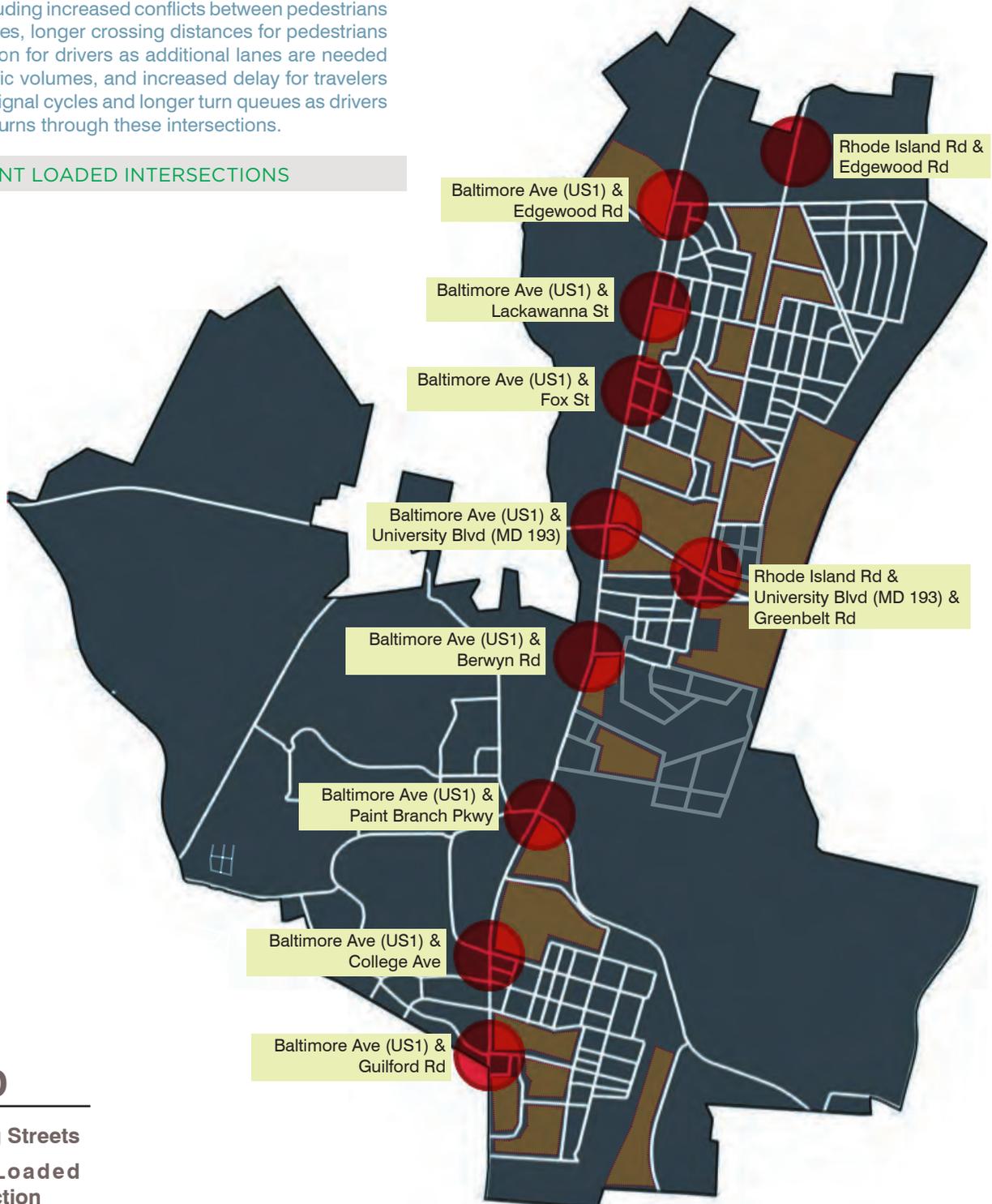
-  Existing Streets
-  Large Blocks

POINT-LOADING AT INTERSECTIONS

Figure 28 shows the intersections that are most affected by the absence of viable parallel routes within some of these large blocks. These are the intersections where the most vehicles have to cross or make turns that would be unnecessary within a more connected street grid.

There are cascading effects from these point loaded intersections, including increased conflicts between pedestrians and turning vehicles, longer crossing distances for pedestrians and more confusion for drivers as additional lanes are needed for the higher traffic volumes, and increased delay for travelers due to extended signal cycles and longer turn queues as drivers wait to make the turns through these intersections.

FIGURE 28 | POINT LOADED INTERSECTIONS



LEGEND

-  Existing Streets
-  Point-Loaded Intersection

ENVIRONMENTAL CONTEXT

WATERSHED AS POTENTIAL BARRIER

Some of the limitations to street network connectivity in College Park are environmental. As shown in Figure 29, the Paint Branch Creek Watershed bisects the City to the north and south and creates barriers (Figure 30) to street connectivity. In nearly all cases, adding connectivity through the watershed will require bridging the street over the waterway. Because of the high cost associated with building vehicular bridges, it is not recommended to connect streets across the watershed. However, expanding the existing pedestrian trail system and adding streets that parallel the watershed should be considered (See Figure 50 on page 36).

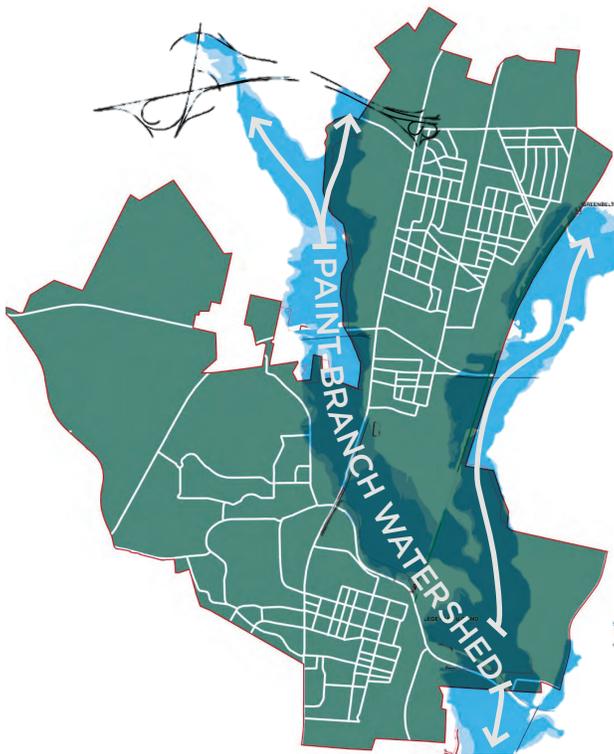


FIGURE 29 | EXISTING WATERSHED

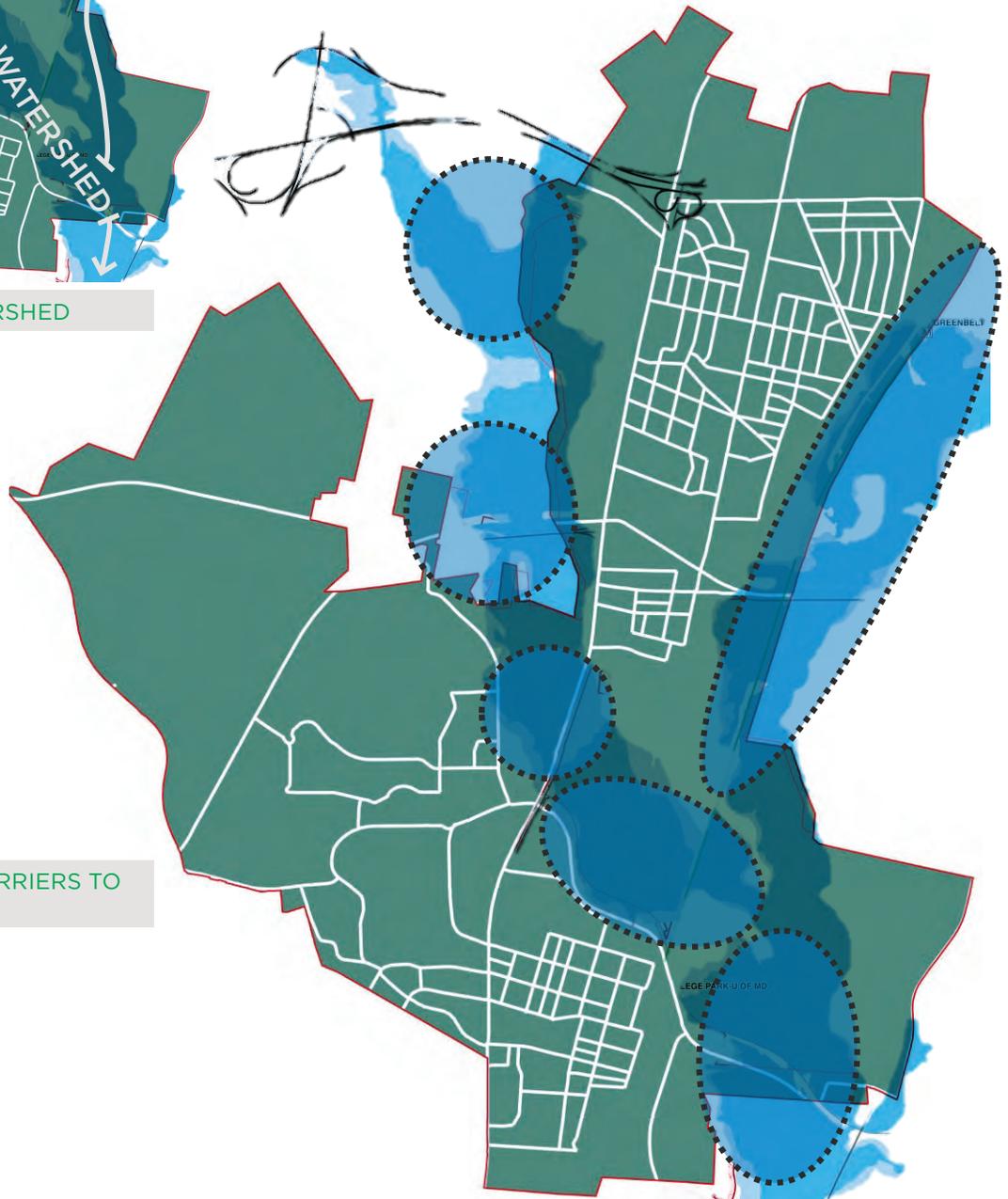


FIGURE 30 | WATERSHED BARRIERS TO CONNECTIVITY

LEGEND

-  Existing Streets
-  Watershed Areas
-  Potential Barriers

TRANSIT (RAIL) CONTEXT

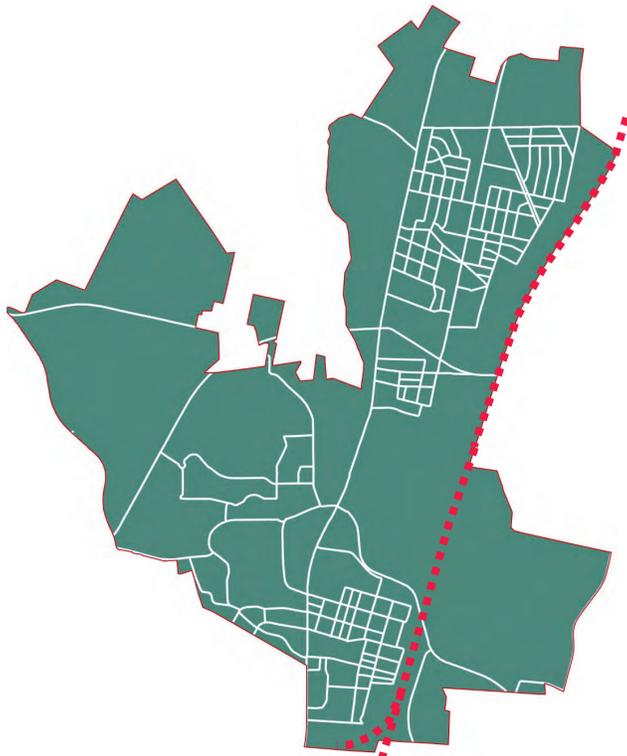


FIGURE 31 | EXISTING METRORAIL

METRO RAIL AS POTENTIAL BARRIER

The Metro Rail corridor (Figure 31) creates mobility and connectivity for transit users, but limits the number of east-west connections between College Park, Greenbelt, and Berwyn Heights. This confines east-west travel in this part of Prince George's County to a few roadways including the Beltway (I-495), University Avenue (MD 193), and Paint Branch Parkway.

However, there are barriers (Figure 32) across MetroRail at the Greenbelt Station and the College Park Station. There are pedestrian connections, however, street network does not connect to these stations and therefore limits the ability for redevelopment and more effective connectivity. Additional crossings of the Metro Rail right-of-way are significant undertakings that require cooperation across jurisdictions, but could be considered in the future if growing traffic congestion from east/west travel creates serious challenges for the City.

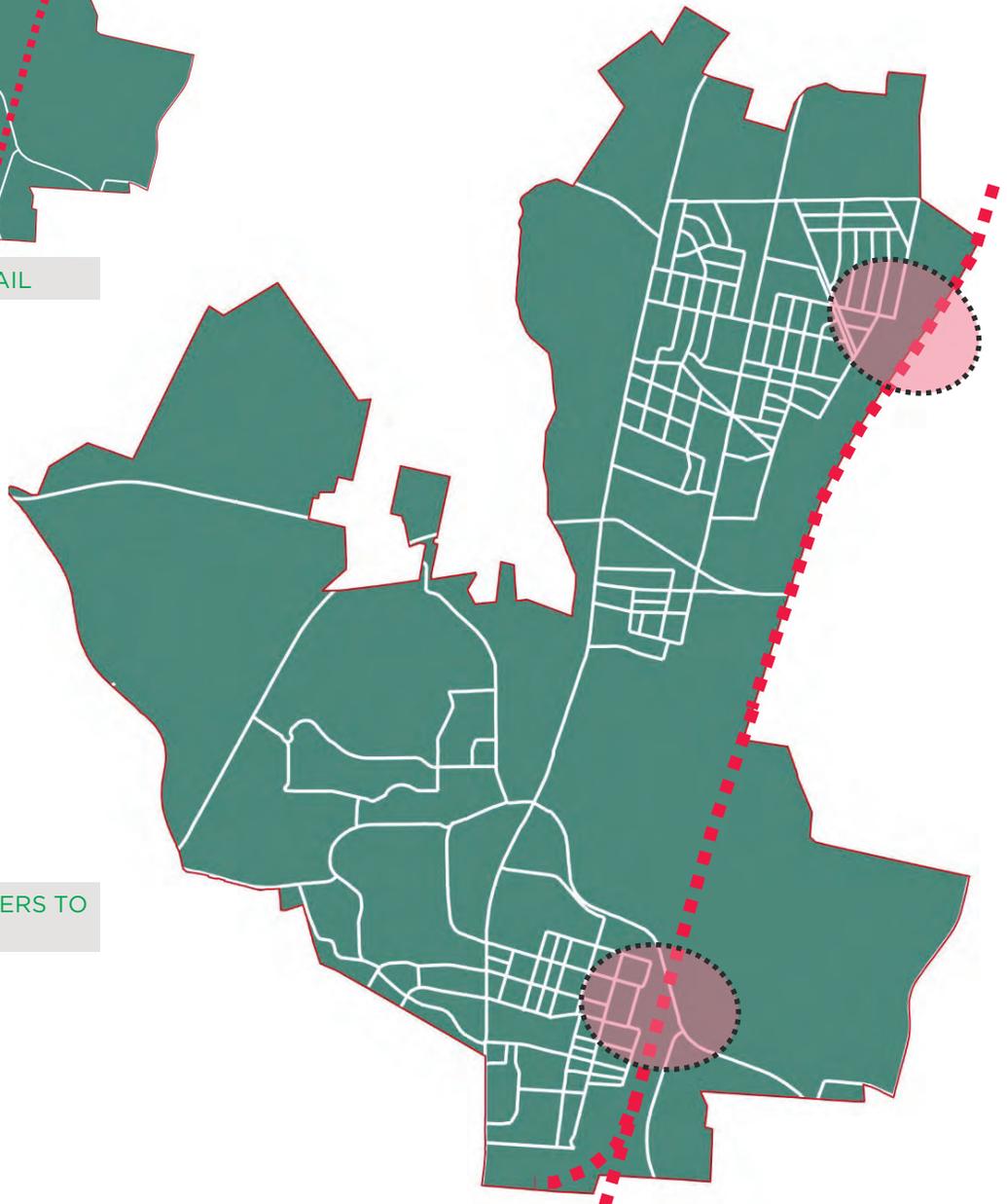


FIGURE 32 | METRORAIL BARRIERS TO CONNECTIVITY

LEGEND

-  Existing Streets
-  MetroRail Line
-  Potential Barriers

PEDESTRIAN CONTEXT

SIDEWALK CONNECTIVITY

Walking as a viable transportation alternative is highly dependent on the availability of a safe and comfortable route for pedestrians to use to reach their destination. Most types of streets are not suitable for pedestrians to walk on safely, so a continuous, high quality sidewalk network is essential to any effort to increase the number of trips taken on foot. Someone can live two blocks from a grocery store, but they will be unlikely to walk to complete that errand if one of those two block faces is on a busy street that has no sidewalk.

For community members with limited mobility from a physical disability or sensory impairment, sidewalks are even more crucial; a person in a wheelchair usually cannot travel along the

grass berm at the edge of a property where there is a gap in the sidewalk. Thus, even small gaps in the sidewalk network can have meaningful consequences for the walkability of an entire neighborhood. Additionally, sidewalks should have a minimum width of 5 feet for ADA access and a minimum 10 feet for any sidewalks that also double as a bike trail.

Figure 33 represents the synthesis of the existing sidewalk connectivity conditions in College Park. Generally, there are generally three types of sidewalk conditions: (1) no sidewalks, (2) sidewalks on one side of the street, and (3) sidewalks on both sides of the street. The following figures explain this in more detail.

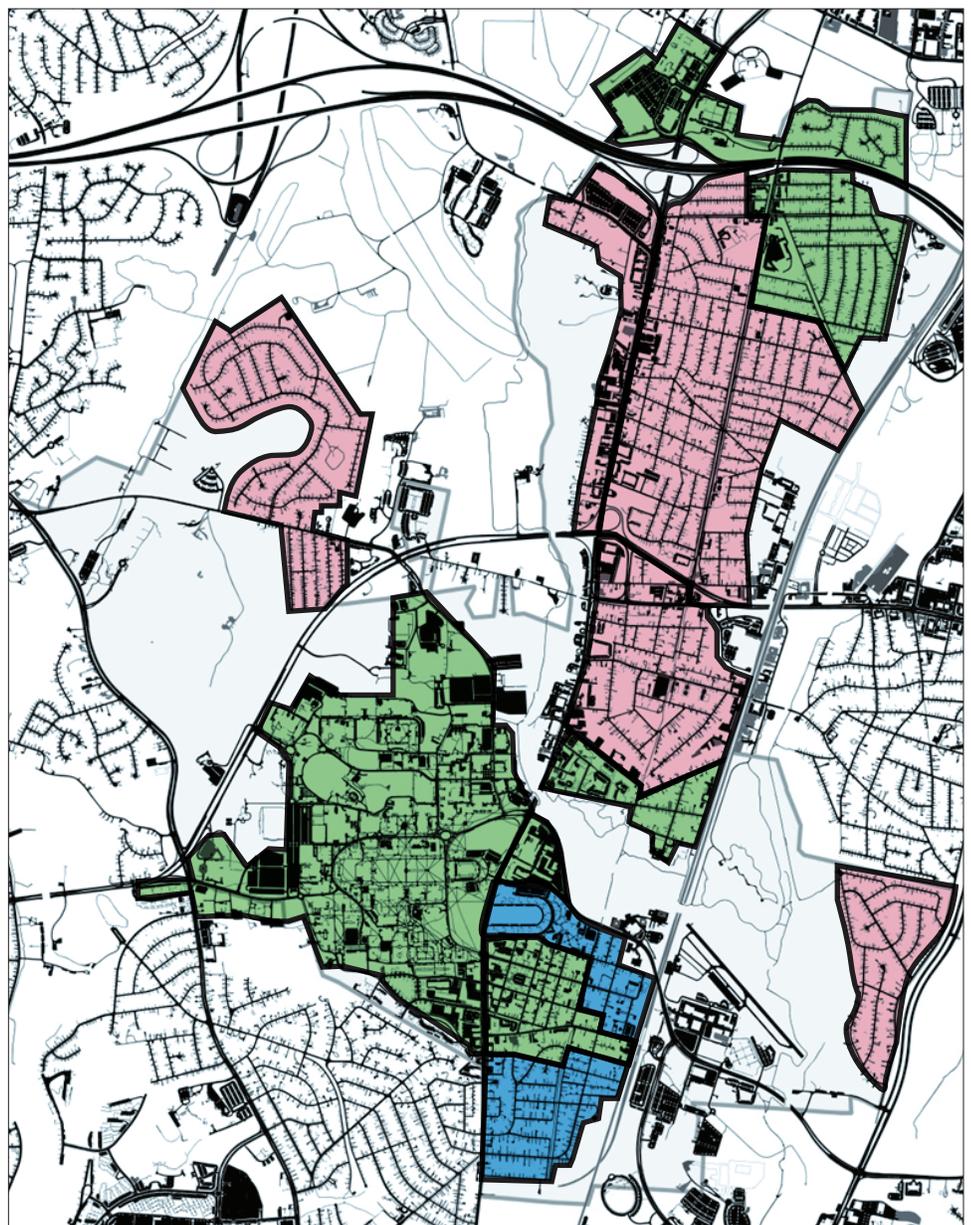


FIGURE 33 | SIDEWALK CONNECTIVITY SYNTHESIS

LEGEND

-  Low Gaps in the Sidewalk Network
-  Medium Gaps in the Sidewalk Network
-  High Gaps in the Sidewalk Network

- **No Sidewalks:** As shown in Figure 34, many streets have no sidewalks. The street generally has on-street parking on one or two sides, and when vehicles are parked directly across from each other, it creates a “yield” condition for drivers - where one driver must stop and yield to the oncoming driver. This tends to create a context where vehicle speeds are naturally held in check by the surroundings and pedestrians can walk and/or bike in the street in a “shared” condition. In some locations, all modes share the street. The shared street is acceptable in slower speed conditions (<25 MPH and below), however, streets that have higher speeds (+25 MPH) need to have sidewalks and possibly bicycle lanes to create a safer condition for all modes of traffic. In some cases this may require additional easements to create enough space for a standard continuous sidewalk.

FIGURE 34 | NO SIDEWALK



Erie Street - College Park, MD; Source: Google Streetview, 2015

- **Sidewalk on One Side of the Street:** As shown in Figure 35, some streets have a sidewalk only on one side of the street. This is helpful in some cases because it provides one option for pedestrians, and potentially even enough width to install bike lanes, however, best practices for complete streets suggest having sidewalks on both sides of the street, therefore this condition is not considered a “best practice.”

FIGURE 35 | SIDEWALK ON ONE SIDE



Dartmouth Avenue - College Park, MD; Source: Google Streetview, 2015

- **Sidewalk on Both Sides of the Streets:** As shown in Figure 36, there are many streets, especially in the Old Town Neighborhood that already have sidewalks on both sides of the street. While these streets meet the qualifications for complete streets, they also need to meet the minimum width standards of 5 feet, which would be considered a “best practice.” Also - inventory and analysis of the sidewalks would be prudent to determine if, of the existing sidewalk, how much would need to be fixed from cracks, roots raising the sidewalk, and other sub-standard conditions. Simple maintenance fixes can be a cost-efficient methodology for improving the overall health and “completeness” of the street.

FIGURE 36 | SIDEWALKS ON BOTH SIDES



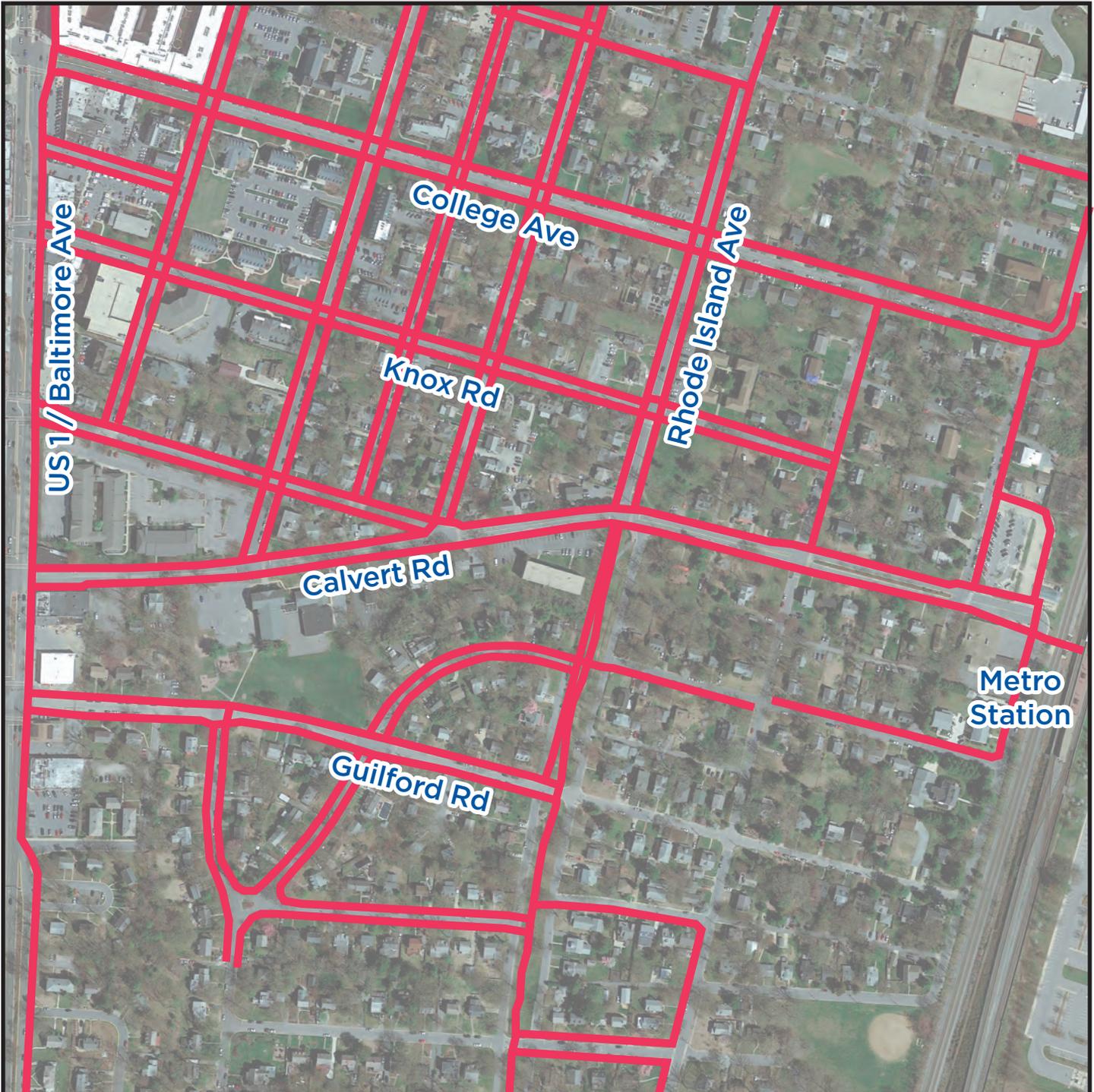
College Avenue - College Park, MD; Source: Google Streetview, 2015

In addition to simple presence or absence of sidewalks, the width, location and quality of sidewalk facilities are also important. In general, streets with more and faster traffic need sidewalks that are wider and better separated from motor vehicle traffic by landscaping, street furniture, or other barriers. New or reconstructed sidewalks also need to meet ADA requirements for width and grade.

On the following pages, Figures 37 & 38 show plan examples of the existing sidewalk network. In the Old Town and Calvert Hills neighborhoods, there are more sidewalks (especially connecting to the Metro Station). In the Daniels Park East neighborhood, there are far less sidewalks. They are located only on the major roads and the neighborhood streets function similar to Figure 34 with slower speeds creating a “shared space” condition.

PEDESTRIAN CONTEXT

FIGURE 36 | EXISTING SIDEWALK NETWORK DIAGRAM - OLD TOWN AND CALVERT HILLS NEIGHBORHOODS



LEGEND

 Sidewalks

FIGURE 37 | EXISTING SIDEWALK NETWORK DIAGRAM - DANIELS PARK EAST NEIGHBORHOOD



LEGEND

 Sidewalks

LAND USE CONTEXT

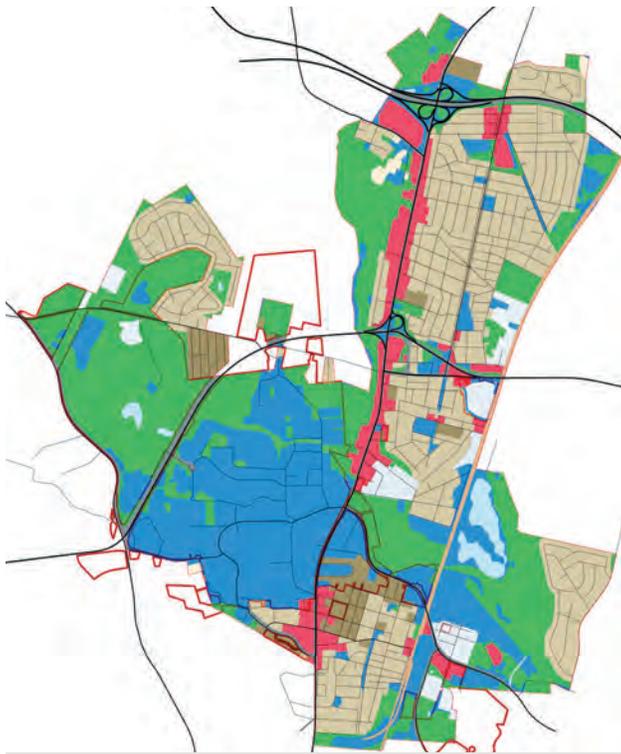


FIGURE 38 | EXISTING LAND USES

EXISTING LAND USE & REDEVELOPMENT OPPORTUNITIES

The land use context (Figure 38) in College Park is fairly typical of a town developed along an arterial roadway. The commercial areas have developed primarily along the US 1/ Baltimore Avenue Corridor with residential areas focused in the original settlement area of the City and northward along the old trolley line into the secondary neighborhoods.

As redevelopment occurs in College Park, it will most likely occur (Figure 39) in the land use areas of commercial and industrial areas as those areas have seen the most frequent redevelopment already.

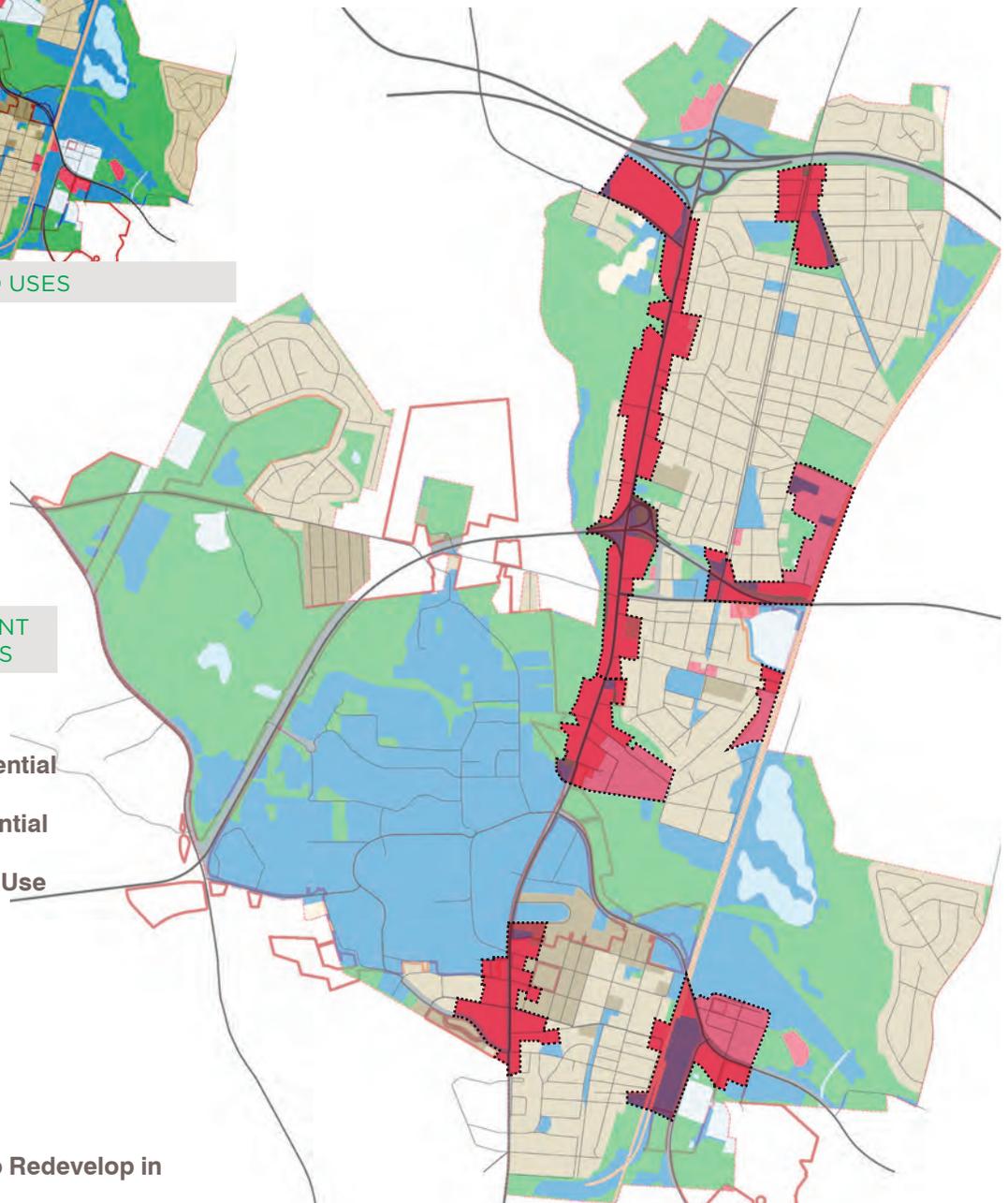


FIGURE 39 | REDEVELOPMENT OPPORTUNITIES

LEGEND

- Single Family Residential
- Multi-Family Residential
- Commercial/ Mixed Use
- Institutional/Public
- Industrial
- Parks/ Open Space
- Water/ Wetland
- Areas Most Likely to Redevelop in the Next 20 Years

CURRENT DEVELOPMENT CONTEXT

CURRENT DEVELOPMENT PROJECTS

The red outlined areas from Figure 40 have been overlaid on the current development projects (Figure 41) to show how redevelopment has been occurring in those areas and will most likely continue to occur over the next several years.

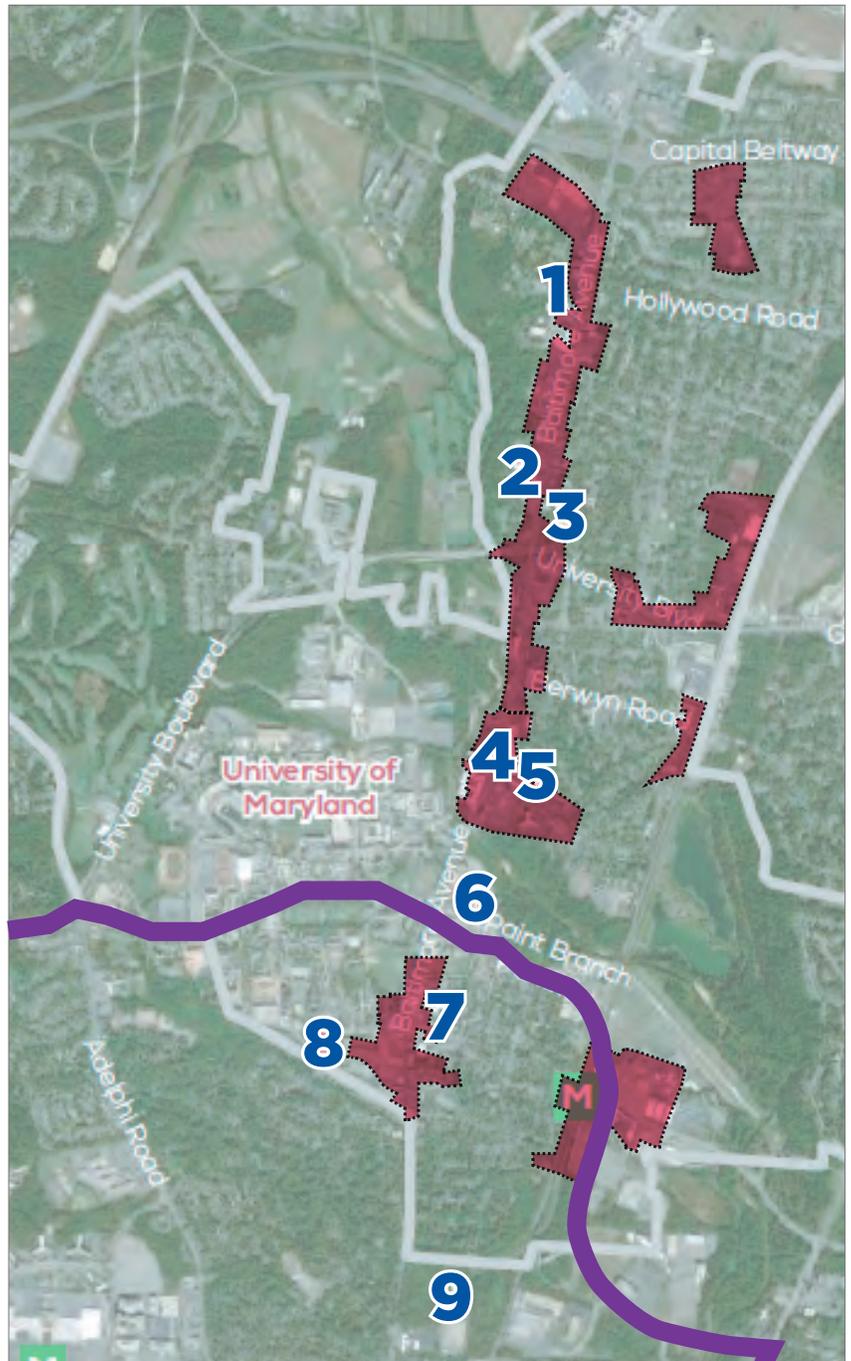
These projects have been developed with the City's current guidelines for zoning and land use and could be further enhanced with eventual complete street policy.

Leveraging new development and redevelopment is a critical strategy to install complete street elements within College Park. While some enhancements will occur outside of potential redevelopment areas, the areas shown in Figure 39 and again in Figure 40, are seeing redevelopment and could see additional redevelopment in the future. Therefore, the investment into complete streets policy at the front end of this and future redevelopment is critical to ensuring a high quality of place and consistency for all modes of travel in College Park.

FIGURE 40 | EXISTING REDEVELOPMENT

LEGEND

- 1.** TownePlace Suites
- 2.** Monument Village
- 3.** The Boulevard at 9091
- 4.** College Park Place (Ph1)
- 5.** College Park Place (Ph2)
- 6.** The Hotel at UMD
- 7.** Landmark College Park
- 8.** Terrapin Row
- 9.** Riverdale Park Station
- Purple Line Alignment



Source: City of College Park

TYPICAL STREET CONDITIONS

TYPICAL STREET SECTIONS

The City of College Park streets vary from 25'-0" in width (right-of-way) at the narrowest to 146'-0" at the widest. The overall right-of-way can vary within different portions of the same street. For instance, Guilford Road varies from 110'-0" to 80'-0" west of US 1/ Baltimore Avenue in the Lord Calvert Manor Subdivision and varies from 60'-0" to 30'-0" east of US 1/ Baltimore Avenue in the Old Town Subdivision. The summary of the various right-of-ways are described in Appendix A. Because of the high variance in right-of-way throughout the City, the following typical existing street sections (Figure 41 - 48) were selected to represent the majority of street types in College Park, and to show the various conditions related to street content (sidewalks, street trees, etc), and character.

FIGURE 41 | HOLLYWOOD ROAD TYPICAL SECTION (STREET VIEW AND SECTION)



FIGURE 42 | LACKAWANNA STREET TYPICAL SECTION (STREET VIEW AND SECTION)

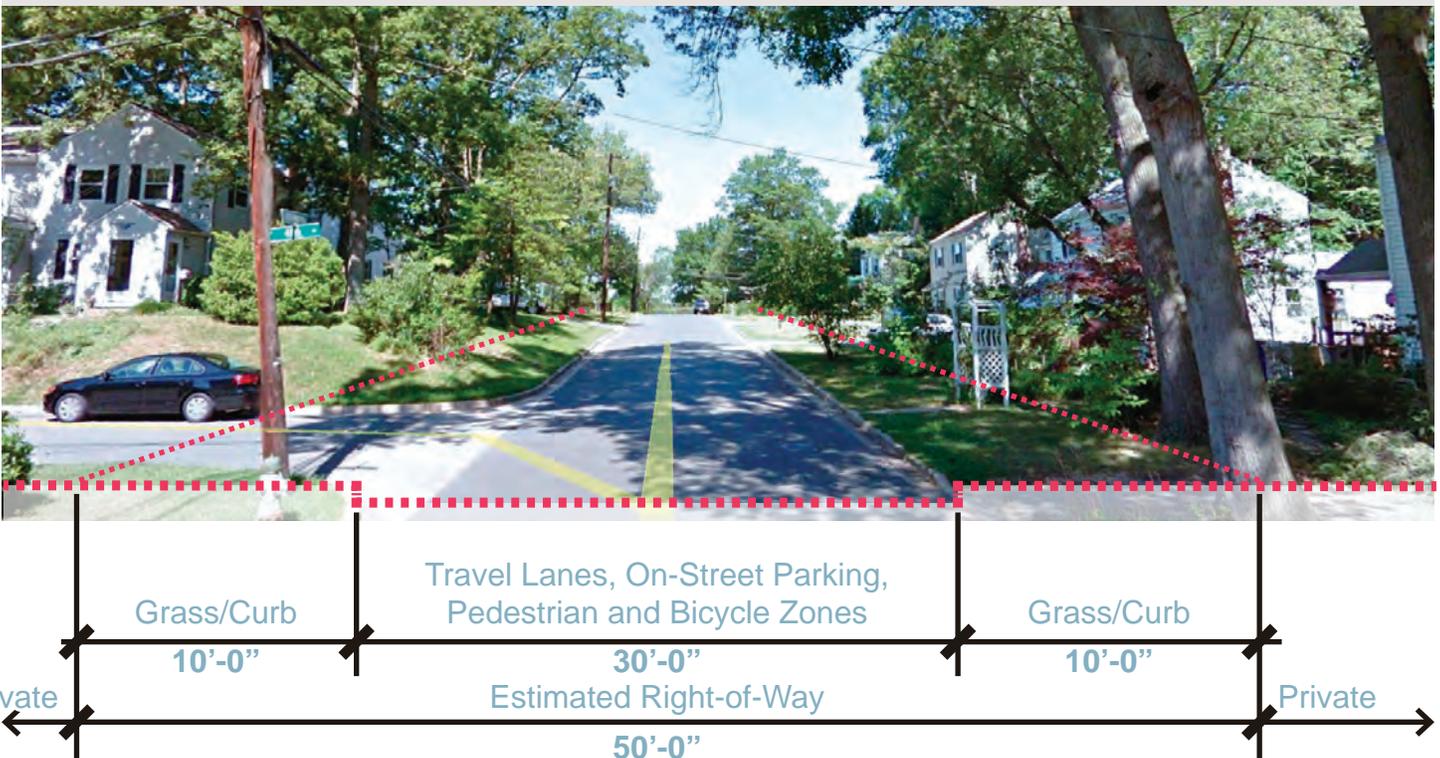


FIGURE 43 | GUILFORD ROAD (STREET VIEW AND SECTION)

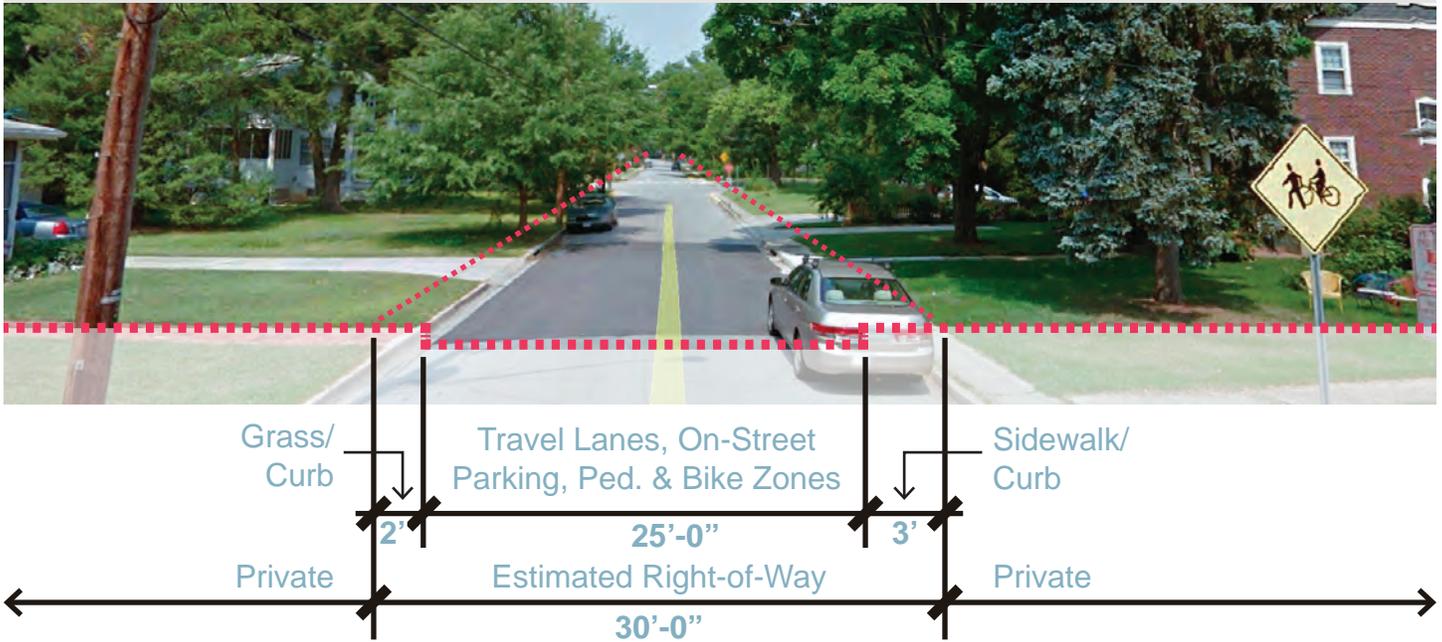


FIGURE 44 | GUILFORD ROAD (STREET VIEW AND SECTION)



FIGURE 45 | RHODE ISLAND AVENUE (STREET VIEW AND SECTION)

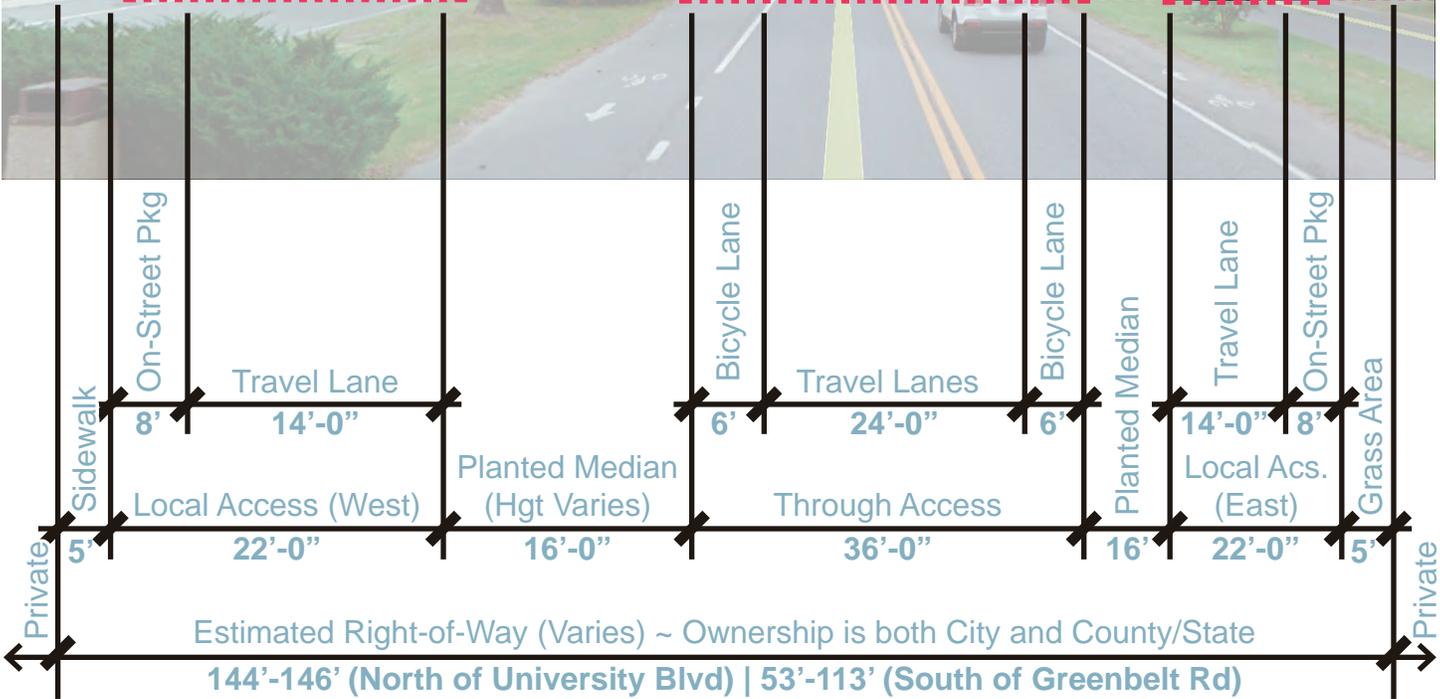
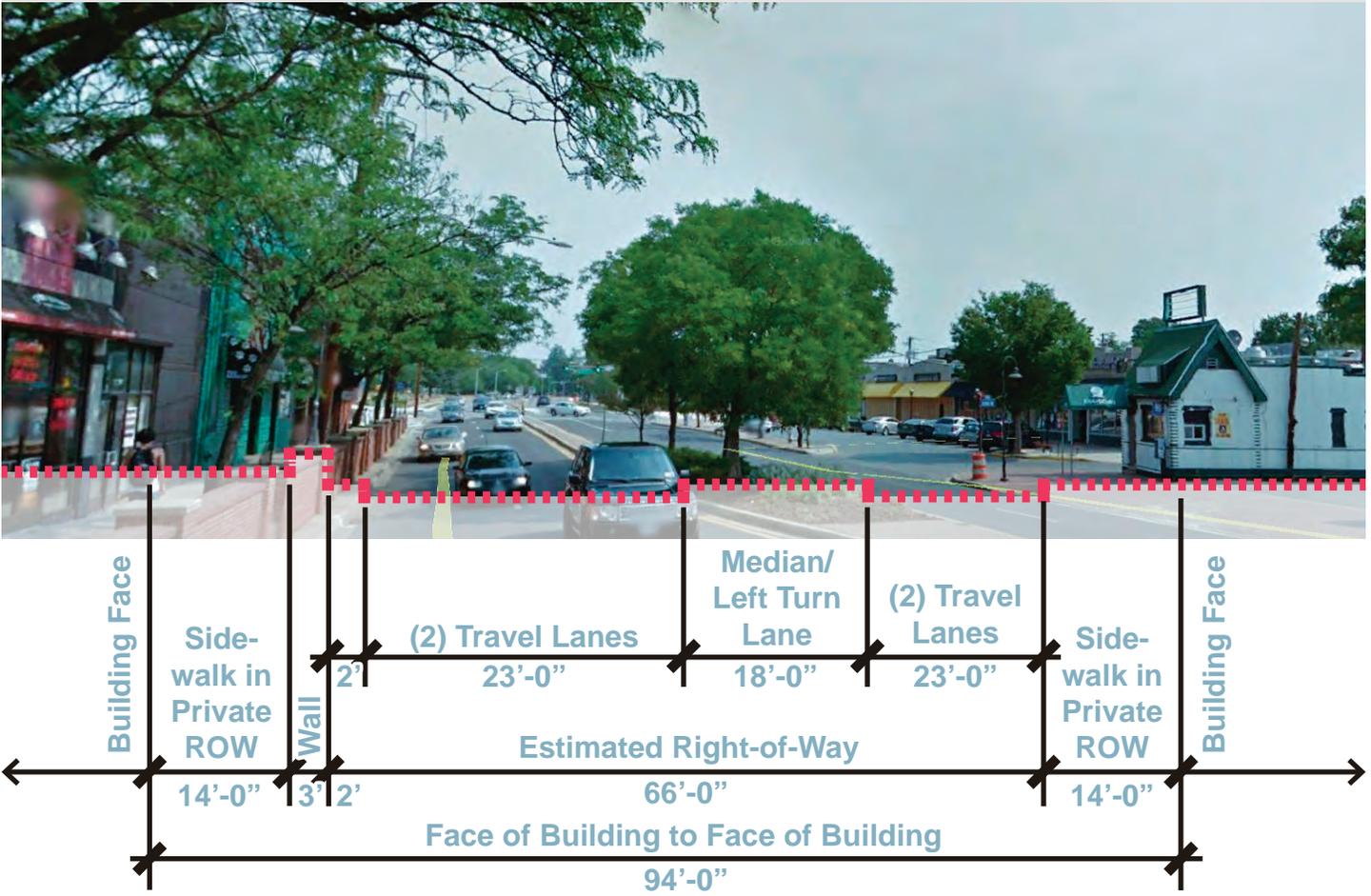


FIGURE 46 | BALTIMORE AVENUE / US 1 (STREET VIEW AND SECTION)



PROJECT PRINCIPLES

04

PRINCIPLES FOR DESIGN

GUIDING PRINCIPLES IDEAS

The analysis and synthesis of the challenges presented by College Park's existing transportation conditions suggested a set of seven principles for guiding the development of complete streets projects. Any project that is seeking to help the City meet its complete streets goals should be related to several of the principles on the following pages.

A synthesis resulted from the public involvement, existing conditions analysis, and the input from the various coordinating agencies, and a series of common principles for design and

policy for the future complete streets for College Park were established. These guiding ideas were organized into seven overarching principles which create a framework for future decisions to be made. These guiding principles are intended to ensure that future plans and improvements to the corridor are context sensitive, reflect the needs and desires of the community, and establish a common core to lead all streets in College Park to become complete.

40

FIGURE 47 | PRINCIPLES FOR DESIGNING COMPLETE STREETS

Principle 1

Expand the Walkable Area

Principle 2

Increase Pedestrian Safety

Principle 3

Expand Bicycle Facilities

Principle 4

Implement Traffic Calming

Principle 5

Consider Shared Space Design

Principle 6

Expand the Green Infrastructure Network

Principle 7

Provide Multimodal Options for Locals

COMPLETE STREET IDEAS

Timeline
Short & Middle
Term

CITY-WIDE IDEAS

Timeline
Long Term

PRINCIPLE 1: EXPAND THE WALKABLE AREA

As shown earlier in the sidewalk analysis and synthesis, some neighborhoods of College Park are already very walkable and have a good network of sidewalks. Best practice suggests in order to benefit from increased walkability is to concentrate early efforts along the edges of existing walkable areas and to examine where small, simple connections can be made especially as it relates to connecting already highly walkable areas.

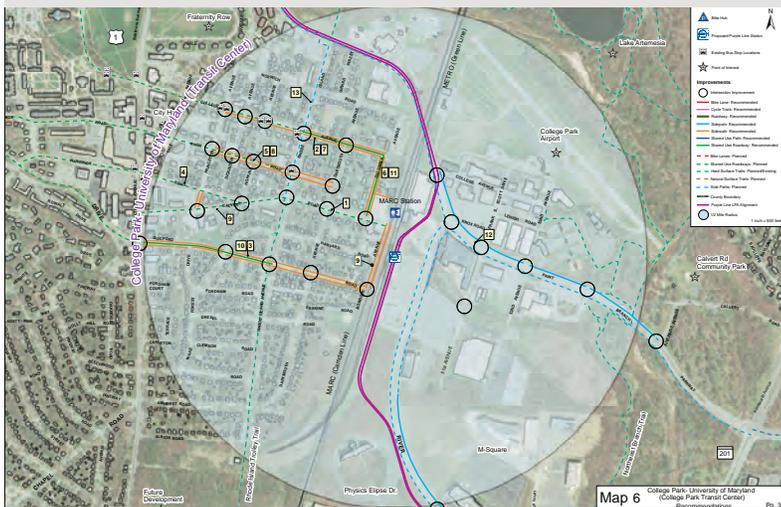
Creating a walkability master plan is the first step in identifying areas within the pedestrian network for gaps, safety issues, and possible opportunities for connectivity that are not part of the street right-of-way including pedestrian only sidewalks (Figure 47) and multi-use trails that would support both walking and biking connections. Figure 48 is an example of a walkability master plan showing recommendations to increase connectivity to the College Park Metro Station and proposed Purple Line Corridor.

FIGURE 48 | PEDESTRIAN FACILITIES



Interior "paseo" linking two streets with a pedestrian walk; Source: KAI

FIGURE 49 | WALKABILITY MASTER PLAN EXAMPLE



The Purple Line Corridor Access Study (CAST) makes recommendations for greater pedestrian access to the College Park Station; Source: MNCPPC

PRINCIPLE 2: INCREASE PEDESTRIAN SAFETY

Pedestrian safety and comfort is crucial to creating a complete transportation network in College Park. All residents and visitors to the City experience it on foot, and the quality of the pedestrian environment both shapes travel decisions and affects the

general positive or negative impression left by a place. Simple installations such as curb extensions or reducing turning radii (Figure 50) can increase both overall walkability and pedestrian safety.

FIGURE 50 | EXAMPLES OF IMPROVED PEDESTRIAN SAFETY MEASURES



Pavers used to minimize turning radius in Ion, SC; Source: KAI



Curb Extensions in Oxnard, CA; Source: Dan Burden

PRINCIPLE 3: EXPAND BICYCLE FACILITIES

While College Park has a few key bicycle facilities such as the Trolley Trail, there is a demand for more facilities within the overall bikeable network. There are opportunities in some residential neighborhoods for bicycle boulevard or shared street

designs, while other areas would be well served by bike lanes or trail connections/expansions, and bicycle parking adjacent to highly trafficked areas such as transit stations and downtown (Figure 51).

FIGURE 51 | BICYCLE FACILITIES



Separated Bike Facility in Vancouver, BC; Source: Paul Krueger



Bicycle parking adjacent to transit station; Source: KAI

PRINCIPLE 4: IMPLEMENT TRAFFIC CALMING

Traffic calming has the potential to improve pedestrian, bicyclist, and vehicular safety. Making sure that vehicle speed is appropriate for its context is essential to creating a pleasant environment in which people feel safe making transportation choices other than driving. It is also crucial to creating environments in which people want to linger, socialize, patronize businesses, etc.

Simple installations like “chokers” or “mini-circles” (Figure 52) can be implemented at lower cost and minimal disruption in residential neighborhoods. Further traffic analysis, conditions inventory and public engagement should be help to determine the context and needs of impacted streets to determine which strategy (or combination of strategies) will be most effective in each situation.

FIGURE 52 | TRAFFIC CALMING CONCEPTS



Mid-Block “Chokers” in Orlando, FL; Source: KAI



Mini-Roundabout in Seattle, WA; Source: Dan Burden

PRINCIPLE 5: CONSIDER SHARED SPACE DESIGN

Shared space design that allows motor vehicles, bicycles, and pedestrians to all operate safely in the same space is a principle that can both increase safety and create enjoyable places with

unique character. This is also a good option for areas where right of way is constrained.

FIGURE 53 | SHARED SPACES



Shared Residential Street in Provincetown, MA; Source: Wikipedia



Shared Space in Mississauga, Ontario; Source: KAI

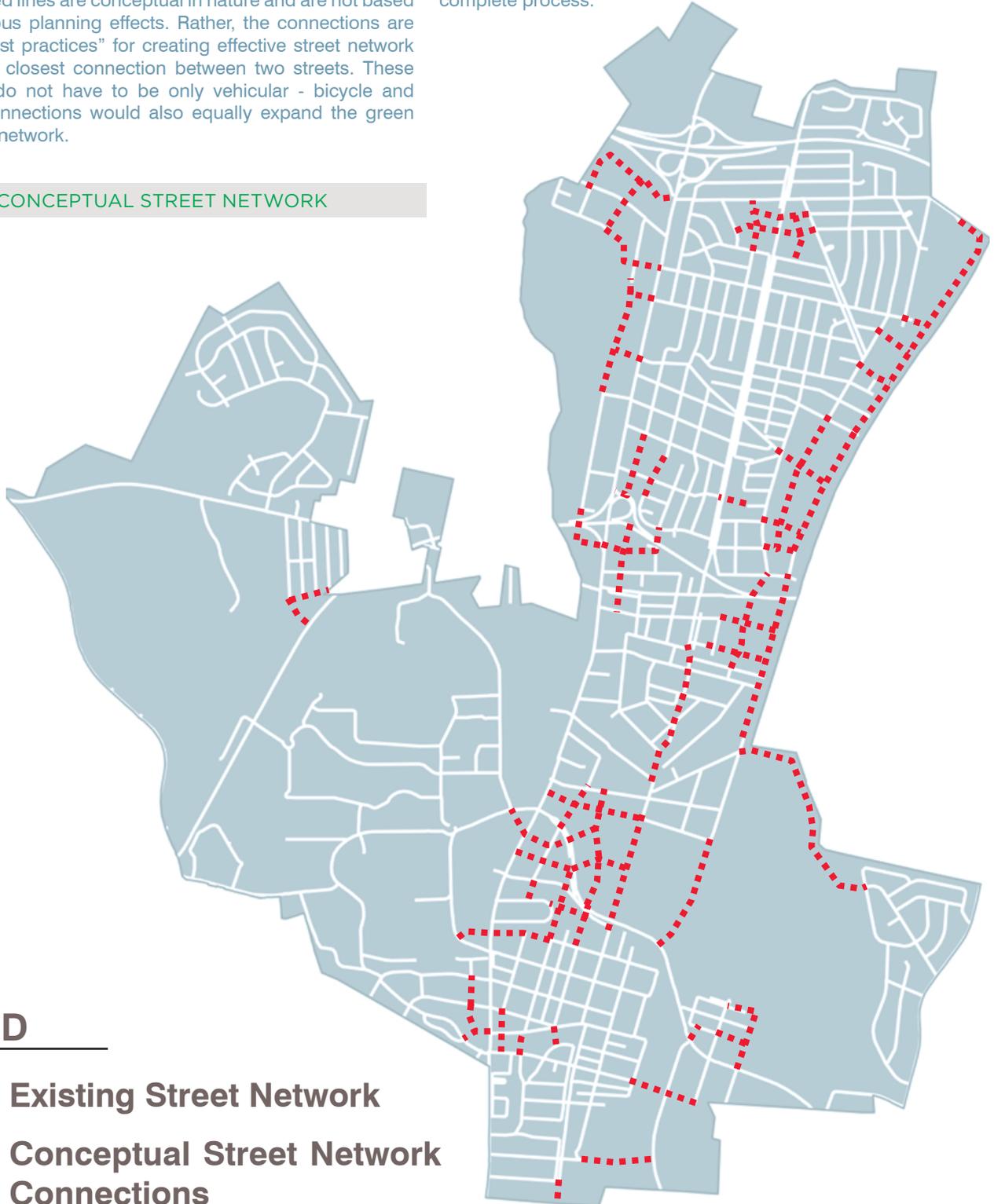
PRINCIPLE 6: EXPAND THE GREEN INFRASTRUCTURE NETWORK

Figure 54 below shows a concept for reconnecting (the red dashed lines) portions of the street network to mitigate some of the previously explained consequences of point loading and lack of parallel routes.

It is important to note that these concepts have not been vetted in a public setting, nor have any property owners or public agencies been contacted to discuss the connection of these roadways. Further studies for each red dashed line connection is recommended and public participation is critical to ensure a complete process.

The red dashed lines are conceptual in nature and are not based on any previous planning effects. Rather, the connections are based on “best practices” for creating effective street network - seeking the closest connection between two streets. These connections do not have to be only vehicular - bicycle and pedestrian connections would also equally expand the green infrastructure network.

FIGURE 54 | CONCEPTUAL STREET NETWORK



LEGEND



Existing Street Network



Conceptual Street Network Connections

PRINCIPLE 7: PROVIDE MULTIMODAL OPTIONS FOR LOCALS

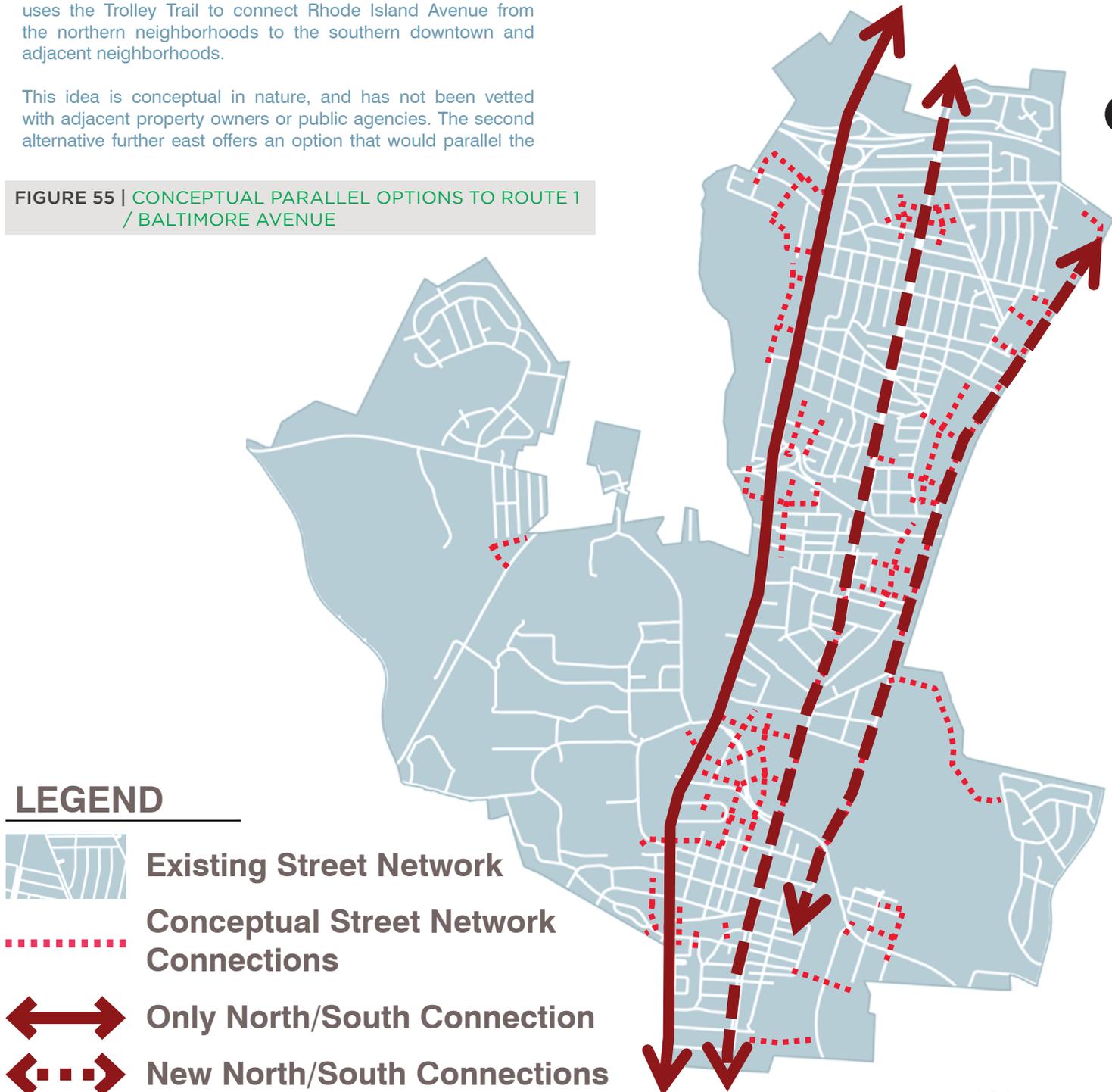
Figure 55 shows two opportunities, advanced through connected street network, to provide two new north-south street options for College Park. US 1/ Baltimore Avenue is the only north-south connection within the City's boundaries and while the current SHA design plans for US 1 may provide some relief for through trips on US 1, it will not provide alternatives for local traffic to get from the neighborhoods to the downtown and campus areas.

The alternative north-south connection just east of US 1, uses the Trolley Trail to connect Rhode Island Avenue from the northern neighborhoods to the southern downtown and adjacent neighborhoods.

This idea is conceptual in nature, and has not been vetted with adjacent property owners or public agencies. The second alternative further east offers an option that would parallel the

MetroRail line, especially since it is a well-used transit option. Providing alternative north south routes through College Park is a major challenge and is crucial to addressing some of the persistent traffic issues in the City. However, further public involvement and agency coordination is suggested before pursuing this concepts.

FIGURE 55 | CONCEPTUAL PARALLEL OPTIONS TO ROUTE 1 / BALTIMORE AVENUE



PUBLIC INPUT + DESIGN IDEAS

05

PUBLIC WORKSHOP SUMMARY

PUBLIC INPUT

During development of the Complete Streets plan, public input was gathered through a meeting that included a presentation and workshop. After a presentation on Complete Street Best Practice and a summary of the existing conditions in College Park, participants received handouts with depictions of various complete street treatments (Figure 56) and explanations of their purpose and appropriate context.

Cross sections and photographs (Figure 57) of existing streets were used to communicate the various street conditions in College Park. Additionally, prototypical examples of traffic calming options (Figure 58) were provided for participants to think about conditions at various intersections. Several blank cross sections on these handouts were available for participants to use to record their recommendations for the street in the future.

FIGURE 56 | TYPICAL COMPLETE STREET TREATMENTS (HANDOUT)

Feature	Range of Widths	Downtown Streets			Neighborhood Streets			Shared Streets	
		Downtown One Way	Downtown Two Way	Downtown Thoroughfare	Neighborhood Main Street	Neighborhood Residential Street	Yield Street	Residential Shared Street	Commercial Shared Street
Bus-Only Lane	11'-15'								
Bike Lane	5'-7'								
One Way Separated Bike Lane	8'-11'								
Two Way Separated Bike Lane	11'-15'								
Curb Extensions	7'-9'								
"Bus Bulb" Curb Extensions	7'-9'								
Raised Median with Turn Pocket	10'-13'								
Bike Boxes	N/A								
"Parklets"	7'-9'								
Pedestrian Safety Island	5'-12'								
"Checked" Parking Pattern	7'-9'								
Bike Racks in Roadway	4'-9'								
Public Furniture in Roadway	4'-9'								
Pervious Pavements	N/A								

Appropriate	
Context Dependent	
Not Recommended	

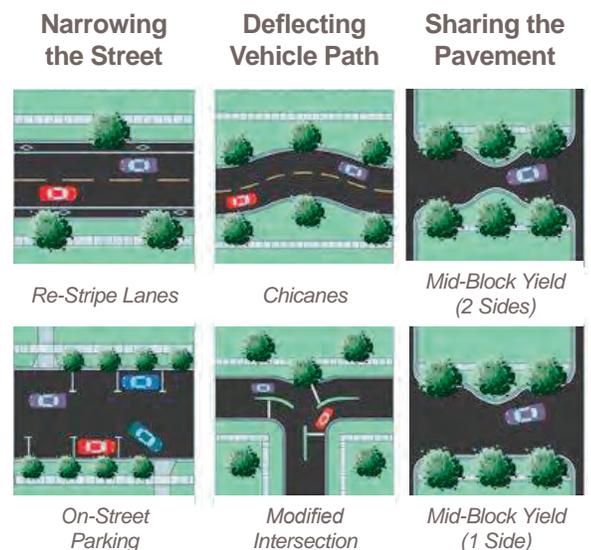
Complete streets options with their sizes and appropriate contexts; Source: KAI

FIGURE 57 | CROSS-SECTION EXAMPLES



Example cross-sections from public workshop; Source: KAI

FIGURE 58 | TRAFFIC CALMING DIAGRAMS

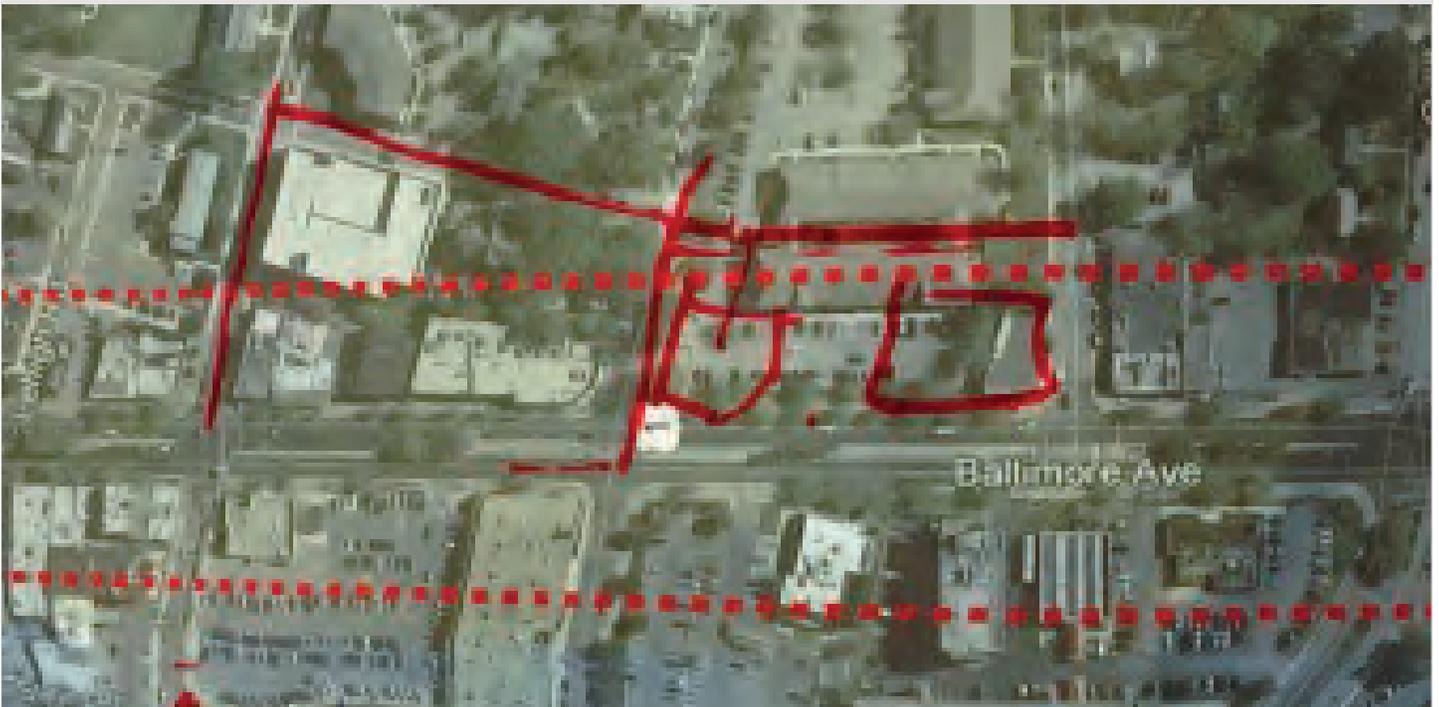


Traffic calming options | Source: KAI

Participants were encouraged to highlight locations (Figure 59) where they felt additional bicycle and pedestrian facilities and/or new street connections would increase overall walkability and safety. Participants were also asked to “experiment” with thinking through complete streets treatments for a selection of College Park streets that are typical of the street types found in the city, or are particularly notable due to existing conditions.

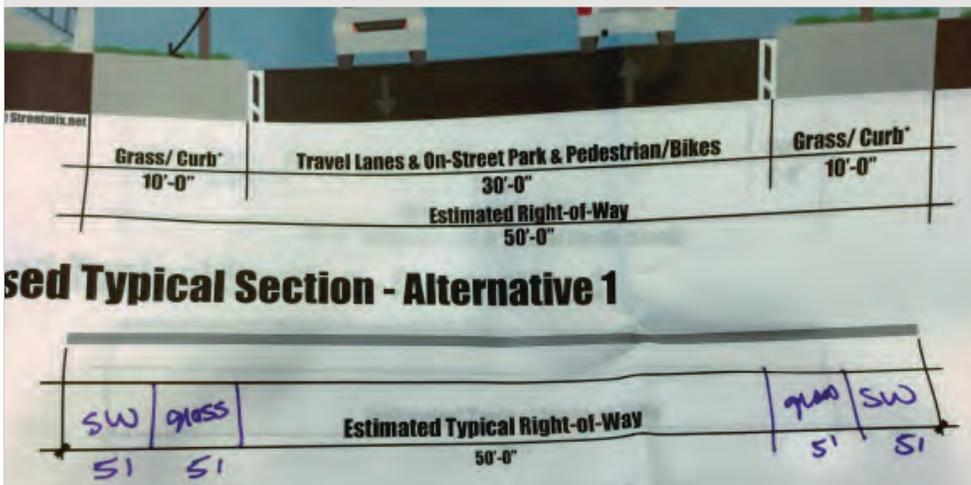
Using this information and through discussions with project staff, participants were able to recommend possible alternative configurations (Figure 60) of the several example streets. The same set of complete streets tools, however, could be applied to any street in the city that is within an appropriate context.

FIGURE 59 | PARTICIPANT INPUT FROM THE PUBLIC MEETING



Public workshop participant sketch locating areas for potential sidewalk and street connections; Source: KAI

FIGURE 60 | ALTERNATIVE SECTION DRAWN AT THE PUBLIC WORKSHOP



Public workshop participant sketch | Source: KAI

DESIGN IDEAS

THE KIT OF PARTS APPROACH

The ultimate outcome of this report and project is policy language, not specific recommended changes to individual streets. However, to use the resultant policy get from the analysis of existing conditions described in the Synthesis section and the priorities and concerns identified by public meeting participants to satisfactory solutions requires familiarity with the most effective complete streets tools and approaches.

The following “kit of parts” is intended to communicate the purpose, technical specifications, and appropriate applications of these treatments.

MANAGING MOTOR VEHICLE SPEED

As explained in Understanding the Problem, inappropriately high motor vehicle speeds are a major barrier to local streets that feel safe for pedestrians and bicyclists. They also create commercial and arterial streets that are hard to cross and uncomfortable to walk next to on sidewalks.

The following group of treatments (Figures 61 - 65) can be used to slow motor vehicle speeds, and are each a different approach to the general strategy of “traffic calming.” Traffic calming generally achieves its goals by deflecting the vehicle path, narrowing the street or constraining the driver’s field of vision, or necessitating that the driver yield.

FIGURE 61 | RAISED INTERSECTION



A raised intersection both slows motor vehicles and provides a more protected crossing for pedestrians | Source: NACTO

FIGURE 61 | SPEED HUMP



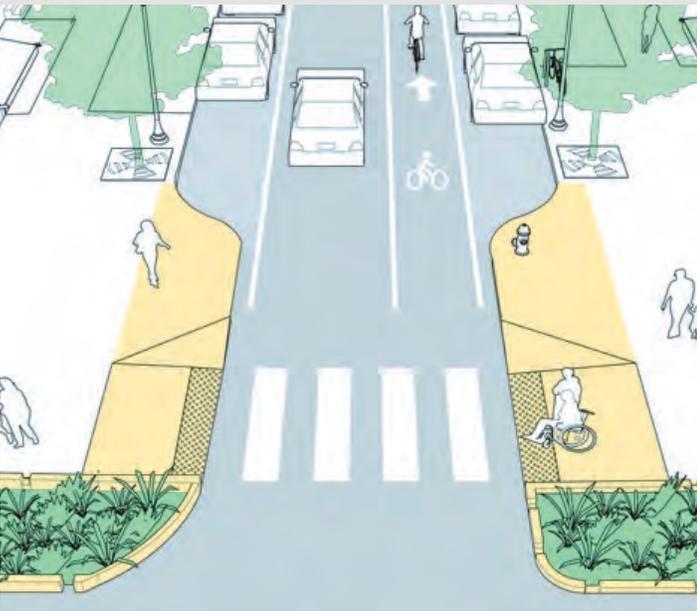
Speed humps use vertical deflection to slow motor vehicles and are among the most familiar traffic calming measures. | Source: NACTO

FIGURE 62 | PINCH POINT



A pinch point requires motor vehicles to yield. The depicted design allows bicycles to continue | Source: NACTO

FIGURE 65 | NARROWED STREETS



The above image combines parking, curb extensions and bike lanes to narrow the street and slow motor vehicles. | Source: NACTO

FIGURE 66 | MINI-ROUNDBABOUT



Mini roundabouts slow cars using horizontal deflection. This is the same strategy employed by chicanes and checkered parking patterns : NACTO

DESIGN IDEAS

52

City of College Park | Complete Streets Policy and Implementation Plan

DISCOURAGING CUT-THROUGH TRAFFIC

Often when projects are proposed that provide pedestrian, bicycle, or transit facilities on streets with heavy car traffic nearby neighbors worry that drivers will respond to any slowing on those streets by “cutting through” neighborhoods. This can be a valid concern, but it is possible to design local and neighborhood streets so that they are unappealing to through traffic, and promote appropriate behavior for the context.

First and foremost, all of the treatments above that slow vehicle traffic will make cut through travel less appealing. Additionally, some studies have found that it is actually residents who account for most neighborhood speeding, so traffic calming can be beneficial even in the absence of a cut through traffic problem.

In addition to calming measures, there are other techniques that discourage cutting through neighborhoods. Some examples of these techniques are:

- **Partial Street Closure:** Partial street closures consist of constructed obstructions to block one side of the street. One direction of traffic is diverted to another route. Half closures are often called opposing one-way segments (Figure 67). The obstructions can range from curbed landscape areas (also used for rain gardens) to colored paving and side-by-side bollards.

FIGURE 67 | OPPOSING ONE-WAY SEGMENTS



Strategically located one way segments can have a similar effect, making paths through neighborhoods circuitous without changing much for local drivers. | Source: NACTO

- **Median Barriers:** Median barriers are raised islands located in the middle of a street and continuing through an intersection. Median barriers are implemented to block cut-through movement of motor vehicle traffic at a cross street. Median barriers can block left turning motorists, which can benefit pedestrians. They are also called island diverters or diagonal diverters (Figure 68).

FIGURE 68 | DIAGONAL DIVERTER



An example from Berkeley of a diagonal diverter in a residential neighborhood | Source: NACTO

- **Forced Turn Islands:** Forced turn islands are also called forced turn channelizations, pork chops, or right turn islands. They prevent traffic from certain movements when approaching an intersection.

FIGURE 69 | FORCED TURN ISLAND



Forcing motor vehicles to turn with a physical diverter is one way to keep cars from cutting through neighborhood streets because through drivers strongly prefer a direct path. | Source: NACTO

ACCOMMODATING BICYCLISTS

A range of facilities can provide safe and comfortable environments for bicyclists. They are generally classified by their level of bicyclist separation from traffic. The least separated facilities are simple pavement markings and the most separated are cycle tracks or multi-use paths. Typically, where vehicle speeds and volumes are lowest, the lowest level of separation is appropriate, especially in conjunction with design measures to keep speeds low. Where motor vehicle speeds or volumes are high, more physical separation between drivers and bicyclists greatly increases both safety and comfort for people using the facility. The following facilities represent viable options for installation in different conditions in College Park:

- **Sharrows:** These (Figure 70) are pavement markings in the middle of the travel lane that designated and alert drivers that cyclists will be using the whole lane as a bicycle facility. These are typical used when there is very limited right-of-way and speeds do not exceed 30 MPH.

FIGURE 70 | SHARROWS



Sharrows; lowest separation bicycle facility | Source: KAI

- **Buffered Bike Lanes:** These (Figure 71) lanes are typically 4'-0" to 5'-0" wide bicycle lanes with a painted striped gap (2'-0" to 3'-0") between the bike lane and the travel lane. The striped area provides additional width for the cyclist and allows for a safer distance from moving vehicles, especially wider vehicles such as buses.

FIGURE 71 | BUFFERED BIKE LANES



A bike lane with a paint buffer to provide some distance between motor vehicles and bikes | Source: KAI

- **Cycle Track Lanes:** Cycle tracks (Figure 72) are both directions of a bicycle lane that are separated from the travel lane and are for cyclists only. They are typically 8'-0" in width and are separated by either a 3'-0" curbed concrete/landscape median or by vertical candlesticks with reflective surfaces.

FIGURE 72 | CYCLE TRACK LANES



The most physically separated on street bike facility | Source: KAI

- **Multi-Use Path/Trails:** These (Figure 73) are excellent for bicycle and pedestrian facilities that are not part of the roadway. In order to give both pedestrians and cyclists enough space to pass each other, the minimum width of a multi-use path/trail is 8'-0", with the preferred width ranging from 10'-0" to 12'-0" based levels of use, context, and available budget.

FIGURE 73 | MULTI-USE PATHS



An off street path or trail with no motor vehicles | Source: KAI

DESIGN IDEAS

PRIORITIZING PEDESTRIAN ACCESS

Making sure that it's safe and comfortable to walk to in College Park will be an essential goal of any effective complete streets policy. All people are pedestrians, even if only from their parking space to their destination, pedestrian trips are crucial for getting from transit to destinations, and having pleasant and enjoyable spaces to walk is integral to a place feeling livable.

As public entities covered under Title II of the Americans with Disabilities Act (ADA), the City of College Park is required and have a major responsibility to implement accessibility in their facilities and programs. There are fundamental improvements for sidewalks that should be considered as a baseline of any sidewalk master plan. The American with Disabilities Act (ADA) provides standards and guidance for sidewalks including standard widths, crossing ramp dimensions, and various ramp alternatives for different contexts.

Pedestrians are an integral part of the transportation system and should be equally prioritized with other modes, such as automobiles. For example, the decision to design a corner with a wide turning radius to benefit trucks should be carefully weighed against the negative impacts that wide turning radii have on pedestrians. Institutionalized standards, policies, design guidelines, and public participation should provide all pedestrians equal service within the transportation system.

The following guidelines have been established by the Federal Highway Administration (FHWA) to assist local jurisdictions with determining when and where pedestrian facilities are needed:

- Develop sidewalks as integral parts of all city streets;
- If land use plans anticipate pedestrian activity, construct sidewalks as part of street development;
- Sidewalks should connect nearby urban communities;
- Provide sidewalks in rural and suburban areas at schools, local businesses, and industrial plants that result in pedestrian concentrations;
- Provide sidewalks whenever the roadside and land development conditions are such that pedestrians regularly move along a main or high-speed highway, and;
- Incorporate sidewalks in rural areas with higher traffic speeds and general absence of lighting.

Installing sidewalks is critical to providing pedestrian access. However, prioritizing the needs of pedestrians extends beyond the basic step of providing a sidewalk network. The quality of the pedestrian experience should also be addressed during the project planning process. The first step towards providing a quality pedestrian experience is to provide a buffer zone that separates the pedestrian from the motorist. This can be accomplished by providing a wide sidewalk or a sidewalk setback, such as a planting strip. In addition, planners and designers should consider the following pedestrian oriented details (Figure 74):

- Attractive building facades (e.g., pedestrian scale, street oriented windows and building entrances);

- A Furnishings Zone with:
 - Street trees and landscaping;
 - Benches;
 - Pedestrian oriented signs and traffic control devices; and
 - Public art.

When pedestrian details are included, pedestrians are more comfortable using the sidewalk facilities, neighborhoods are safer because there are more people out in the community, and commercial areas thrive.

FIGURE 74 | SIDEWALK WITH PEDESTRIAN ORIENTED DETAILS

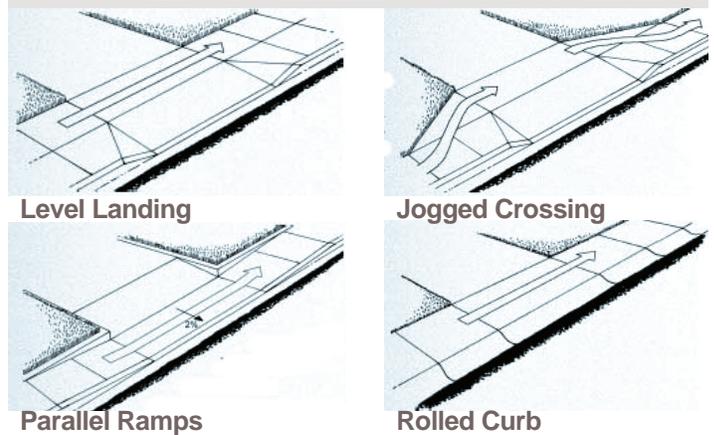


Standard sidewalks can be enhanced with trees, grass or street furniture separating them from the roadway | Source: NACTO

Driveway Crossings

Driveway crossings, especially in residential areas, are the most common location for changes in cross slope within the sidewalk corridor. Both wheelchair users and other walking pedestrians are also more prone to stumble or fall on surfaces with rapidly changing cross slopes. Therefore, whenever possible, driveway crossings without level landings should be replaced with the Best Practices shown in Figure 75.

FIGURE 75 | DRIVEWAY CROSSINGS



Best Practices for Sidewalks Crossing Driveways | Source: FHWA

LEVERAGING COMPLETE STREETS FOR PLACEMAKING

“The design of a street is only one aspect of its effectiveness. How the street fits within the surrounding transportation network and supports adjacent land uses will also be important to its effectiveness.”

~ City of Charlotte “Urban Street Design Guidelines”

Complete streets are primarily focused on safe and comfortable travel by all modes, but the techniques of complete streets are also applicable to creating walkable and livable environments.

Communities such as Indianapolis, Charlotte, Savannah, San Francisco, and Denver have created community-based street policies that turn the transportation planning and design process upside-down, acknowledging that the role of streets is to build communities, not the other way around. Complete Street Policies in these example communities also specifies “Placemaking” guidance as well as how to accommodate all modes.

Place-based plans, policies, and programs allow downtown and village streets to become destinations worth visiting, not just through-ways to and from the workplace or the regional mall. Transit stops and stations can make commuting by rail or bus a pleasure. Neighborhood streets can be places where parents feel safe letting their children play, and commercial strips can be designed as grand boulevards, safe for walking and cycling, allowing for both through and local traffic. (Source: Project for Public Spaces)

Some of the techniques for including placemaking with Complete Streets are as follows:

- **Shared Street Space:** Low-volume residential streets often have narrow or crumbling sidewalks. Many of these streets operate de facto as shared spaces, in which children play and people walk, sharing the roadway with drivers. Depending on the street’s volume and role in the traffic network, these streets have the potential to be redesigned and enhanced as shared streets. Shared streets can meet the desires of adjacent residents and function foremost as a public space for recreation, socializing, and leisure.

- **Public Plazas/Parks:** Reclaiming pavement within a given street right-of-way for other uses can be part of an overall strategy for increasing safety and livability. This is done by working with the local community to generate leadership and support for transforming these underutilized and/or left-over areas of roadway into public spaces for surrounding residents and businesses. Using low-cost materials, such as epoxied gravel, movable planters, and flexible seating, interim public plazas reconfigure and revitalize intersections that might otherwise be unsafe or underutilized. As noted early, these spaces can be programmed and maintained by local residents and/or non-profit partners.

FIGURE 77 | ACTIVATING LEFT OVER SPACE



Low cost materials such as planters can be used to create pedestrian plazas and programmed space, either permanently or as a pilot project before permanent curb is installed. | Source: NACTO

FIGURE 76 | SHARED STREET SPACE



Design features that keep automobile speeds very low are essential to safe operation of a shared street. | Source: NACTO

CONCEPTUAL DESIGN EXAMPLES

BASIS FOR CONCEPTS

Based on the input received at the public meeting, a handful of conceptual designs were sketched to show how the application of Complete Street Policy could transform the example streets, example intersection, and a trail connection in the following Figures (77-80).

FIGURE 77 | HOLLYWOOD ROAD: EXISTING AND PROPOSED CONDITIONS

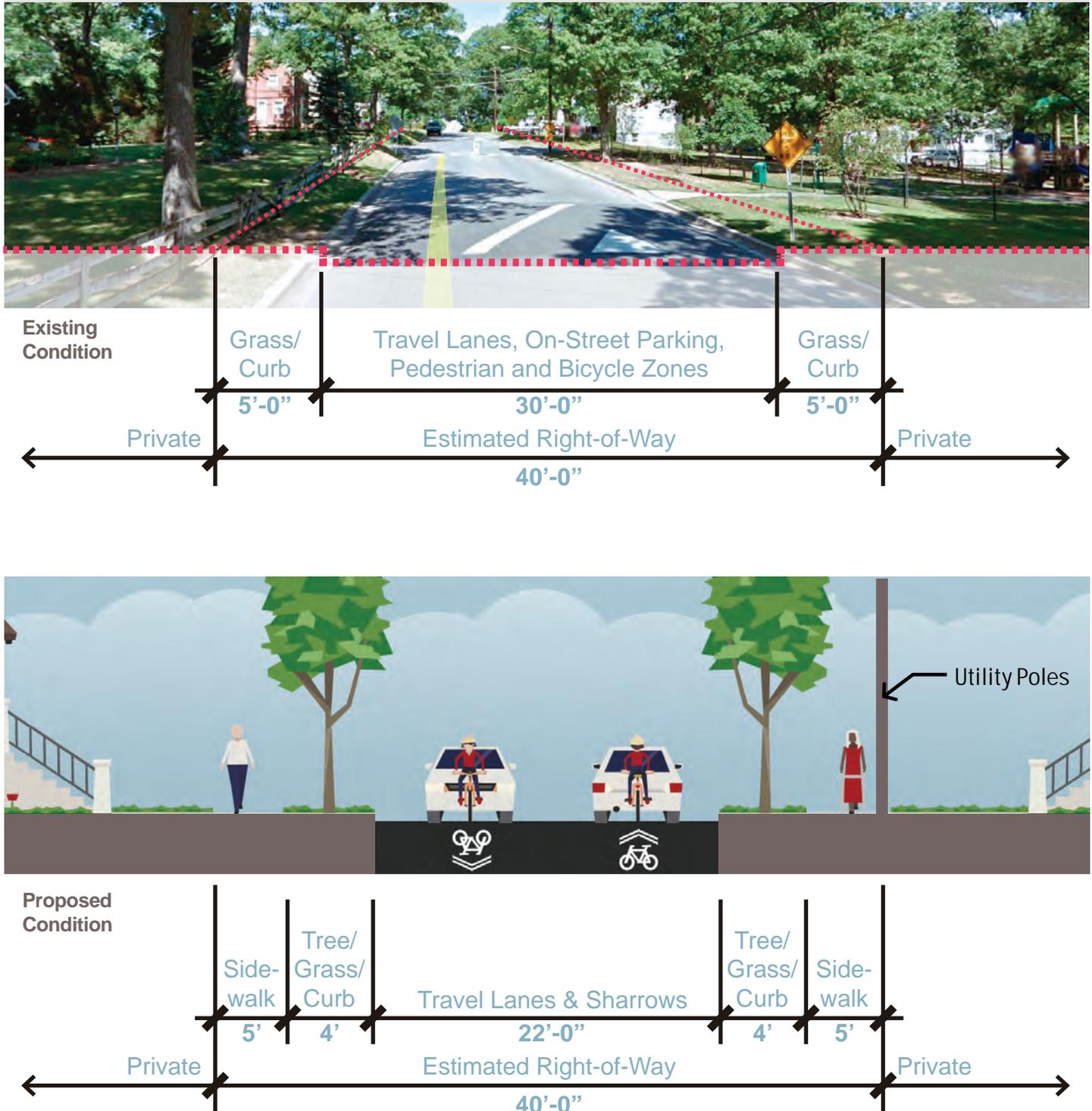
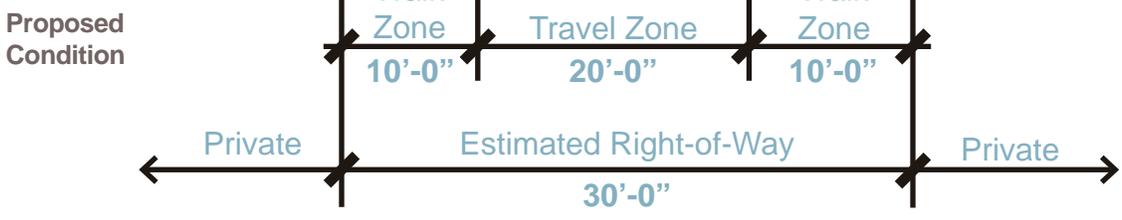
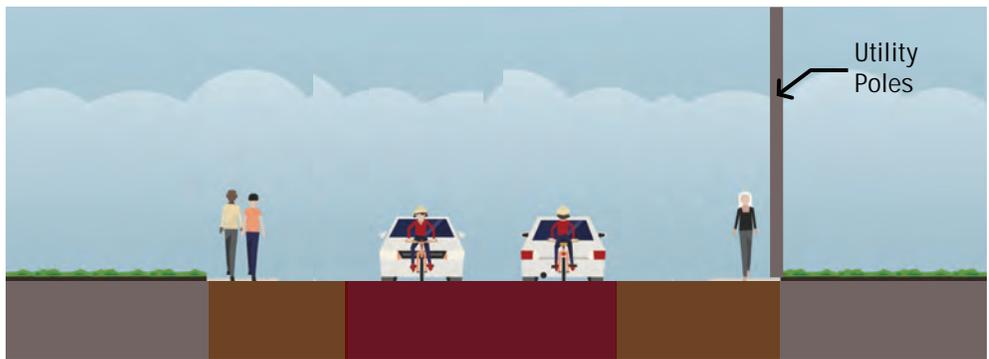


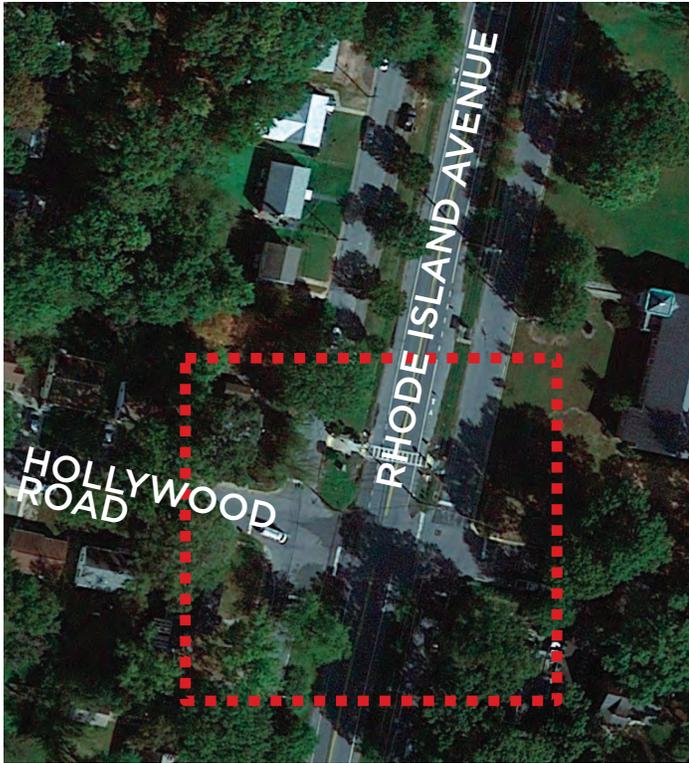
FIGURE 78 | GUILFORD ROAD: EXISTING AND PROPOSED CONDITIONS



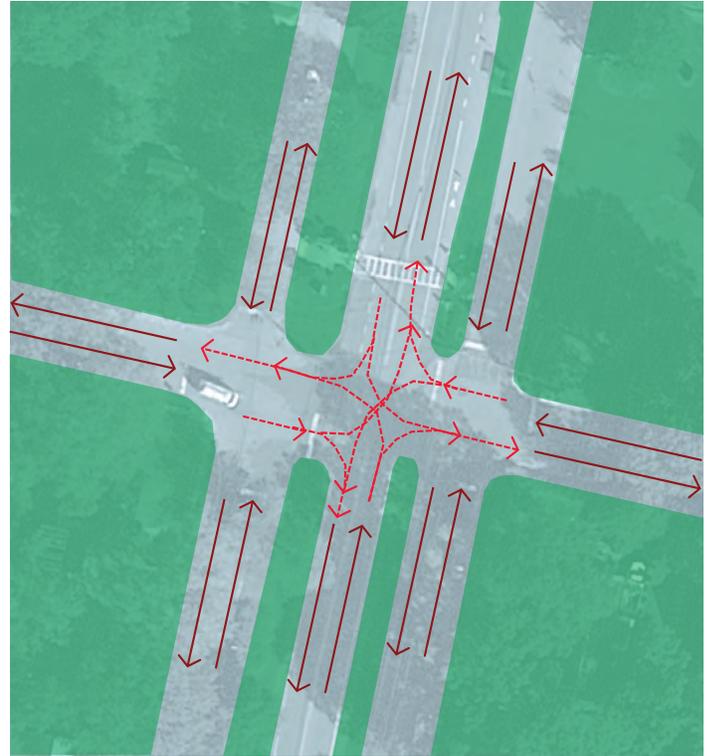
CONCEPTUAL DESIGN EXAMPLES

EXAMPLE INTERSECTION

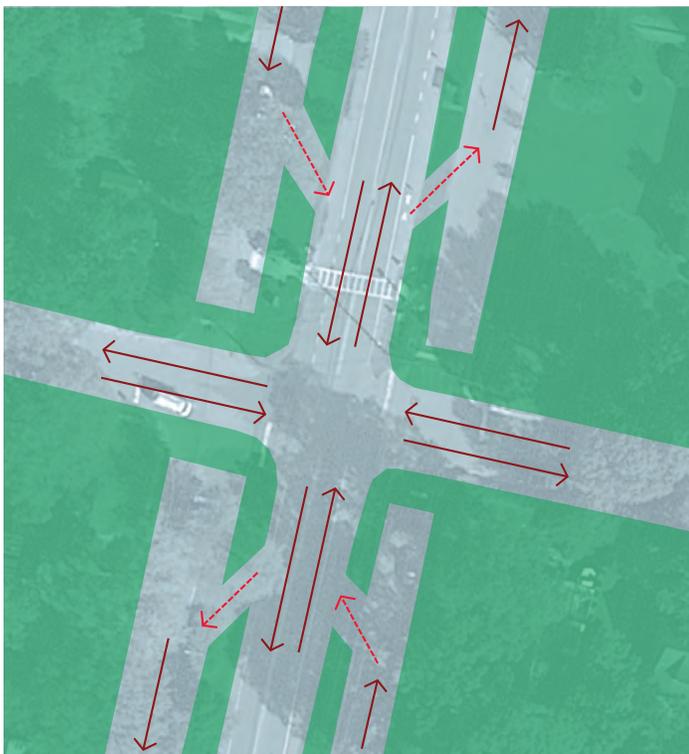
FIGURE 79 | EXAMPLE INTERSECTION



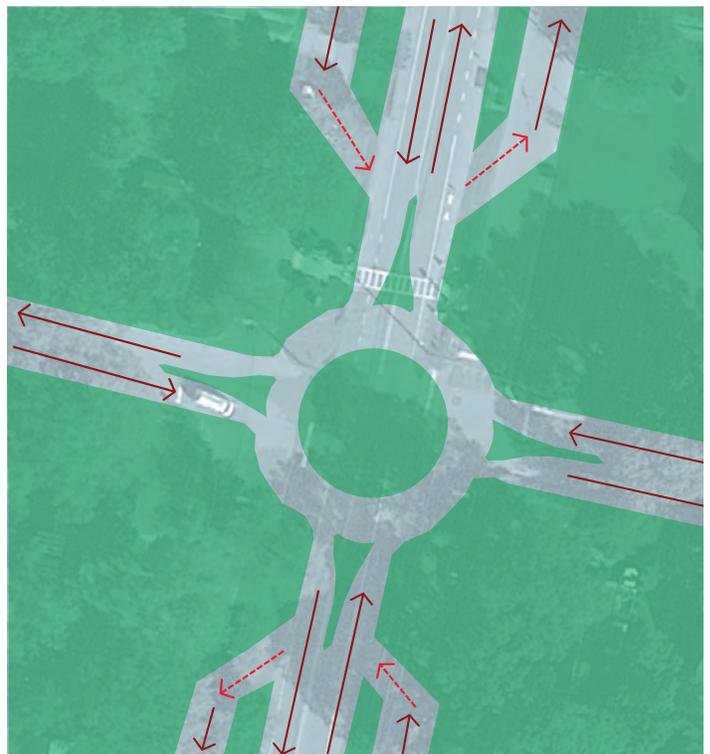
Aerial of Existing Intersection



Existing Movements at Intersection

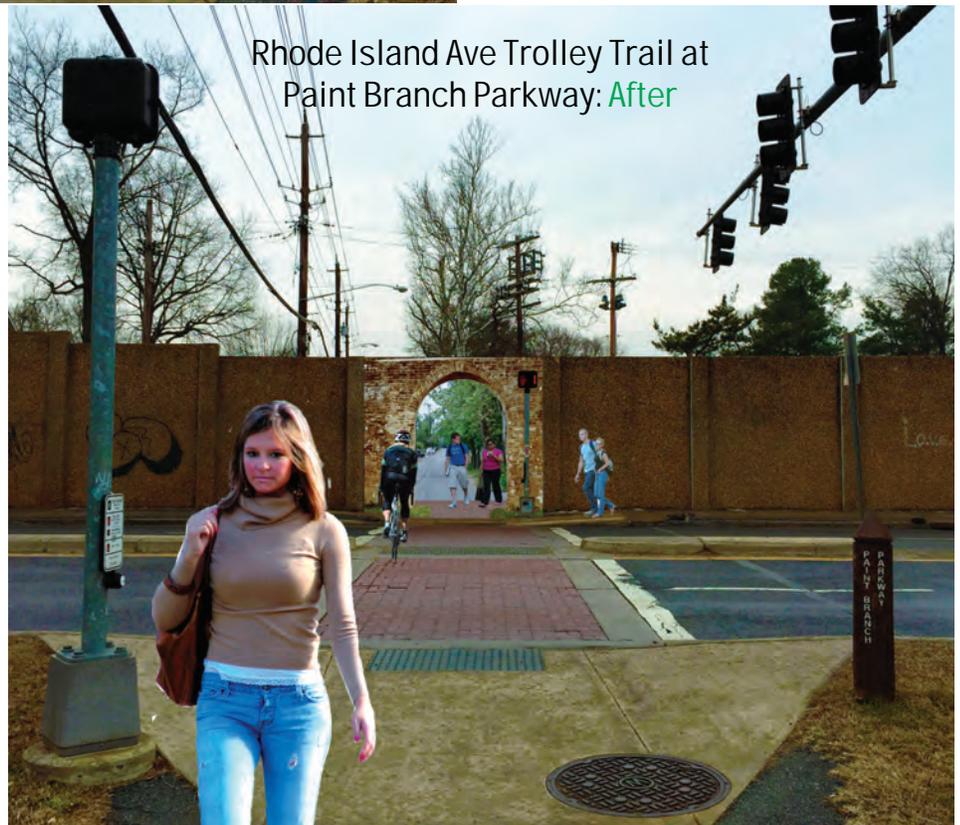
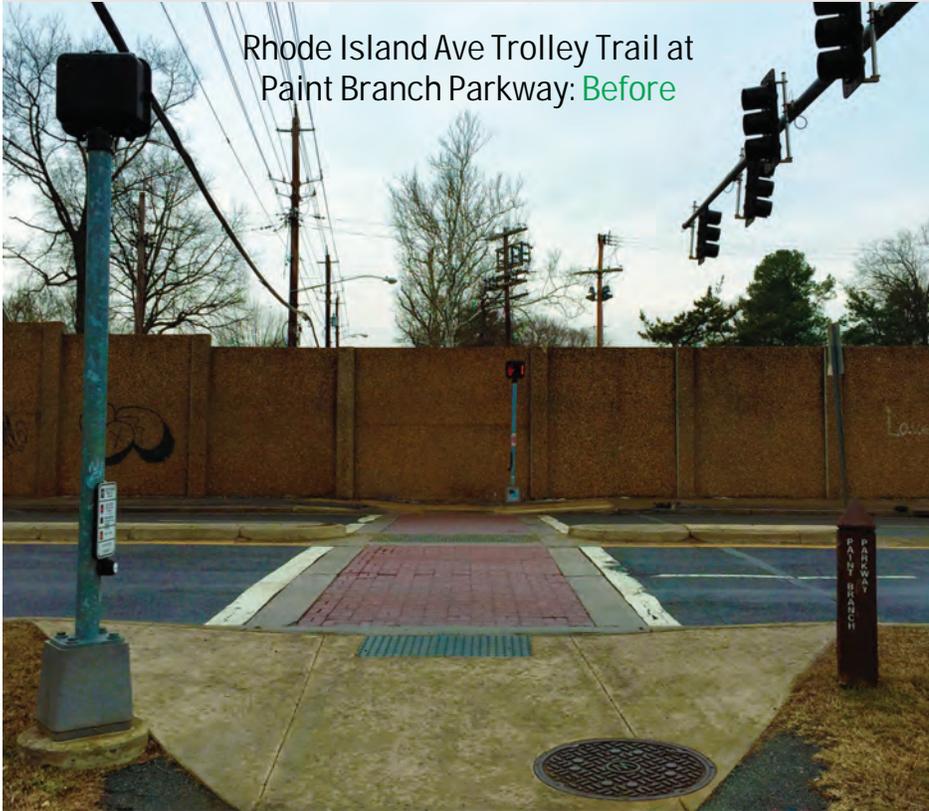


ALT #1: Boulevard with Slip Lanes for Local Access



ALT #2: Slip Lanes for Local Access and Roundabout

FIGURE 80 | TRAIL RECONNECTION



PRIORITIZATION + NEXT STEPS

06

PRIORITIZATION

PRIORITIZATION TOOL

In addition to understanding the available tools, and conceiving of projects to meet their complete streets goals, decision-makers in College Park will have to gauge the value of their potential investments, and, when necessary, consider alternate solutions.

The Prioritization Matrix pictured below is a tool for making these determinations. It was also submitted as a spreadsheet, because it is intended to be interactive. The matrix can be used to analyze any street in College Park, not just those identified as examples in the headings of the columns.

The top three analysis rows of the matrix, in blue, are “prerequisites.” Unless all three of these are set to “Yes,” the other rows are grayed out. However, street’s prioritization score is still visible, as it can help decide how hard to work to meet the prerequisites. The prioritization scores themselves are weighed against one another, with the darkest shade of purple indicating the highest prioritization scores.

This prioritization tool can be used in several ways; first, if a citywide or neighborhood scale complete streets plan

recommends particular projects for particular street segments, each of those street segments can be entered into the tool according to its conditions after the proposed project is implemented. In this application, the tool can help City decision makers plan the order in which to make their investments, and identify where they may want to consider a different project to meet their goals.

Second, the tool can be used to assess different projects for a street segment in question, in order to weigh different options against one another.

Third, different segments of the same street may be having the same complete streets intervention suggested for them, but their surrounding land use and other contextual factors may be different. In this case, the prioritization tool can help decide which segment should be addressed first.

Prioritization matrix scores are a good tool, but cannot address some of the more nuanced contextual factors that influence decisions, and thus are always only a starting point for professional judgment and community discussion.

Complete Street Prioritization Matrix		Berwyn Rd	Lakeland Rd	Calvert Rd	Guilford Rd	Hollywood Rd	Knox Rd	Lackawanna St	Rhode Island Ave
		40' - 55'	50'-70'	Varies, 40'	30'-60'	40'	40' - 55'	50'	100' - 146'
Prerequisites	Is funding available?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Is there a request from the Community or Community support?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Is ROW adequate for proposed modifications	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Weighted Priorities	Does the street connect major destinations? (Enter 0 for no, 1 for some, 2 for many)	0	1	2	1	0	2	1	1
	Does the street connect to existing or future trails? (No=0, Yes=1)	1	1	1	1	1	1	1	1
	Is the street highly visible? (No=0, Yes=1)	0	0	1	0	0	1	0	1
	Does the proposed project increase network connectivity for bicyclists and pedestrians? (No=0, Yes=1)	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown
	Is the corridor a transit route? (No=0, Yes=1)	0	0	0	0	0	0	0	1
	Is there high population density near the corridor? (No=0, Yes=1)	0	0	0	0	0	Unknown	0	0
	Are there documented safety problems? (No=0, High auto crashes=1, High bicycle or pedestrian crashes or a fatal crash=2)	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	2
	Is there an opportunity to make changes to to corridor during coincident routine resurfacing? (No=0, Yes=1)	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown
	Is there new development planned within a 1/2 mile of the street corridor? (No=0, Yes=1)	Unknown	Unknown	1	1	1	1	1	1
	If assessing a new development: Does the proposed project increase network connectivity for automobiles? (No=0, Yes=1)	Unknown	0	0	0	0	0	0	Unknown
	If assessing multiple alternatives for the same street: Are the proposed treatments cost effective? (No=0, Yes=1)	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown
	If assessing a project in a residential area: Does the proposed project include green infrastructure and/or traffic calming? (No=0, Yes=1)	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown
Prioritization Score	1	2	5	3	2	5	3	7	

TREATMENT ALTERNATIVES MATRIX

If the desired project for a given street segment scores particularly poorly on the prioritization matrix, is unappealing to the community, is important but too expensive, or cannot be accommodated within the available right of way, the Treatment Alternatives Matrix can help suggest another project that may meet the same goals. This matrix is organized according to five common complete streets goals. For each of these goals, the matrix provides options at different investment levels, and for different widths of available right of way. The five goals:

- Accommodate Bicyclists
- Accommodate Pedestrians
- Slow Motor Vehicle Traffic
- Discourage Cut-Through Traffic
- Create Programmed Space/Reclaim Space for Non-Auto Uses

Goal	Unconstrained Right of Way Alternatives	Constrained Right of Way Alternatives
Accommodate Bicyclists	Two-way separated bike lane (cycletrack)	Shared lane markings (sharrows)
	One-way buffered bike lanes	Shared street design, with temporary treatments such as flexible curbs
	Standard painted bike lanes	Shared street design with permanent curbs
Accommodate Pedestrians	Complete the sidewalk network	Shared street design, with temporary treatments such as flexible curbs
		Shared street design with permanent curbs
Slow vehicle traffic	Speed humps (bicycle-friendly)	Speed humps (bicycle-friendly)
	Chicanes or pinch point, temporary/flexible curb	Chicanes or pinch point, temporary/flexible curb
	Chicanes or pinch point, permanent curb	Chicanes or pinch point, permanent curb
	Neighborhood traffic circle/miniroundabout	"Checkered" parking pattern
Discourage Cut-Through Traffic	Forced turns	Forced turns
	Chicanes or pinch point, temporary/flexible curb	Chicanes or pinch point, temporary/flexible curb
	Chicanes or pinch point, permanent curb	Chicanes or pinch point, permanent curb
	Full or partial diversion with curb/bollards	"Checkered" parking pattern
Create programmed space/reclaim some street space for non-auto uses	Parklets in parking spaces	Parklets in parking spaces
	Temporary café seating	Temporary café seating
	"Bike corrals" in parking stalls	"Bike corrals" in parking stalls
	Spray-chalk or other temporary paint to assign bike lane or other right of way reallocation	Spray-chalk or other temporary paint to assign bike lane or other right of way reallocation
	"festival street" design with permanent curbs	"festival street" design with permanent curbs

 High Level of Investment	 Low Level of Investment
 Medium Level of Investment	 Minimal Level of Investment

SAMPLE POLICY LANGUAGE

GUIDING PRINCIPLES

The Complete Streets Policy that is an outcome of this report should have the following qualities:

- Establishes high level vision
- Involves all users and modes
- Is part of all projects and phases
- Has clear exceptions
- Creates an integrated network
- Involves other jurisdictions
- Uses best practice design
- Is context-sensitive

The following policy language is intended to be a starting point for the eventual policy that College Park adopts. This language is adapted from existing complete streets policies that were listed among the best complete streets policies in the nation in a 2014 report by the National Complete Streets Coalition and Smart Growth America .

HIGH LEVEL VISION

The City intends and expects to realize long-term cost savings in improved public health, better environmental stewardship, reduced fuel consumption, and reduced demand for motor vehicle infrastructure through the implementation of

this Complete Streets policy. Complete Streets also contribute to walkable neighborhoods, which can foster interaction, create a sense of community pride and improve quality of life.”

Adapted from the Policy of Northfield, Minnesota

ALL USERS AND MODES

All users of the surface transportation network, including motorists, pedestrians, bicyclists, mass transit, children, senior citizens, individuals with disabilities, freight carriers, emergency responders,

and adjacent land users, will experience a visually attractive and functional environment while traveling safely and conveniently on and across all surface roadways within the City.

Adapted from the Policy of Dayton, Ohio

APPLIED TO ALL PROJECTS AND PHASES

This policy is intended to cover all development and redevelopment in the public domain within the City. This includes all public transportation projects such as, but not limited to, new road construction, reconstruction, retrofits, upgrades, resurfacing

and rehabilitation. Routine maintenance may be excluded from these requirements by the Director of Public Works on a case-by-case basis. This policy also covers privately built roads intended for public use

Adapted from the Policy of Clayton, Missouri

HAS CLEAR EXCEPTIONS

Exemptions to the Complete Streets policy must be documented in writing by either the Director of Public Works or City Engineer with supporting data that indicates the reason for the decision and are limited to the following: 1. Non-motorized users are prohibited on the roadway. 2. There is documentation that there is an absence of current and future need.

3. The cost of accommodations for a particular mode is excessively disproportionate to the need and potential benefit of a project. 4. The project involves ordinary maintenance activities designed to keep assets in acceptable condition, such as cleaning, sealing, spot repairs, patching and surface treatments, such as micro-surfacing.

Adapted from the Policy of Oak park, Illinois

CREATES AN INTEGRATED NETWORK

The City will design, operate and maintain a transportation network that provides a connected network of facilities accommodating all modes of travel... will actively look for opportunities to re-

purpose rights-of-way to enhance connectivity for pedestrians, bicyclists and transit...will require new developments to provide interconnected street networks with small blocks.”.

Adapted from the Policy of Huntington Park, California

INVOLVES OTHER JURISDICTIONS

The City will work with other jurisdictions and transportation agencies within its planning area to incorporate a Complete Streets philosophy and encourage the Department of Transportation, the County and other municipalities to adopt or strengthen their own similar policies. Complete

Streets principles will be applied on new City projects, privately funded development and incrementally through a series of smaller improvements and activities over time.”

Adapted from the Policy of Bozeman, Montana

USES BEST PRACTICE DESIGN

The City shall adapt, develop and adopt inter-departmental policies, urban design guidelines, zoning and performance standards and other guidelines based upon resources identifying best practices in urban design and street design, construction, operations and maintenance. These resources include, but are not limited to: the AASHTO Green Book; AASHTO Guide for the Planning, Designing and Operating Pedestrian Facilities; AASHTO Guide for the Development of Bicycle Facilities; ITE Designing Walkable Urban

Thoroughfares: A Context Sensitive Approach; NACTO Urban Bikeway Design Guide; Manual on Uniform Traffic Control Devices; and US Access Board Public Right-of-Way Accessibility Guidelines. When fulfilling this Complete Streets policy the City will follow the design manuals, standards and guidelines above, as applicable, but should be not be precluded from considering innovative or nontraditional design options where a comparable level of safety for users is present or provided

Adapted from the Policy of Portland, Maine

SAMPLE POLICY LANGUAGE

IS CONTEXT SENSITIVE

Designs for particular projects will be context-sensitive, considering adjacent land uses and local needs and incorporating the most up-to-date, widely accepted design standards for the particular setting, traffic volume and speed and current and projected

demand. Each project must be considered both separately and as part of a connected network to determine the level and type of treatment necessary for the street to be complete

Adapted from the Policy of the Miami Valley Regional Planning Commission, Ohio

INCLUDES CLEAR GOALS AND PERFORMANCE MEASURES

The City shall measure the success of this Complete Streets policy using, but not limited to, the following performance measures:

- Total miles of bike lanes
- Linear feet of new pedestrian accommodation
- Number of new curb ramps installed along city streets
- Crosswalk and intersection improvements
- Percentage of transit stops accessible via sidewalks and curb ramps

- Rate of crashes, injuries and fatalities by mode
- Rate of children walking or bicycling to school, unless otherwise noted above, within six months of ordinance adoption, the City shall create individual numeric benchmarks for each of the performance measures included, as a means of tracking and measuring the annual performance of the ordinance. Quarterly reports shall be posted on-line for each of the above measures.”

Adapted from the Policy of Indianapolis, Indiana

HAS IMPLEMENTATION STEPS

In order to reach its complete streets goals, the City of College Park will enact the following steps.

- **Advisory Group.** The City will establish an inter-departmental advisory committee to oversee the implementation of this policy. The committee will include members of Public Works, Community Development, Recreation and Community Services and the Police Departments from the City. The committee may include representatives from the County’s Department of Transportation, representatives from the bicycling, disabled, youth and elderly communities, the University, and other advocacy organizations, as relevant. This committee will meet quarterly and provide a written report to the City Council evaluating the City’s progress and advise on implementation.
- **Inventory.** The City will maintain a comprehensive inventory of the pedestrian and bicycling facility infrastructure integrated with the City’s database and will prioritize projects to eliminate gaps in the sidewalk and bicycle facility networks.
- **Capital Improvement Project Prioritization.** The City will reevaluate Capital Improvement Projects prioritization to encourage implementation of bicycle, pedestrian and transit improvements.
- **Revisions to Existing Plans and Policies.** The City of College Park will incorporate Complete Streets principles into: the City’s Circulation Element, Transportation Strategic Plan, Transit Plan, Traffic Safety Master Plan, Specific Plans, Urban Design Element; and other plans, manuals, rules, regulations and programs.
- **Other Plans.** The City will prepare, implement and maintain a Bicycle Master Plan, a Pedestrian Master Plan, a Safe Routes to School Plan, an Americans with Disabilities Act Transition Plan and a Street Tree and Landscape Master Plan.
- **Storm Water Management.** The City will prepare and implement a plan to transition to sustainable storm water management techniques along our streets.
- **Staff Training.** The City will train pertinent City staff on the content of the Complete Streets principles and best practices for implementing the policy.
- **Coordination.** The City will utilize inter-department project coordination to promote the most responsible and efficient use of fiscal resources for activities that occur within the public right of way.
- **Street Manual.** The City will create and adopt a Complete Streets Design Manual to support implementation of this policy.
- **Funding.** The City will actively seek sources of appropriate funding to implement Complete Streets.

Adapted from the Policy of Baldwin Park, California

NEXT STEPS

FUTURE ACTIONS

As outlined in the policy language about implementation steps, a complete streets policy is the beginning of a process toward creating a network of complete streets, where people traveling by all modes are able to safely, comfortably, and conveniently access any destination in the City. The following set of recommended next steps outlines an initial framework for moving from policy to action.

- **Draft and Adopt the College Park Policy.** The sample policy language should be fine-tuned for the City's context and officially adopted by council.
- **Apply the Policy to Ongoing Projects.** Review current projects that make changes to the transportation network to evaluate if the projects can accommodate the values and priorities outlined in the policy. If there are points at which it is possible to intervene to bring the project into agreement with the policy, do so.
- **Master Plans for Each Mode.** Each transportation mode should have a network of safe and comfortable facilities for people in College Park to use to reach their destinations. While this is already achieved for automobile modes, each of the other modes will need a master plan or a master plan update to identify the projects that will connect pedestrians, bicyclists, and transit users to their destinations.
- **Complete Streets Plans for Each Neighborhood.** The mode master plans are crucial to providing network-scale context and allowing people to see the big picture in terms of increasing the safety and convenience for transportation in College Park. Ultimately though, most projects will happen in a local neighborhood-scale context. Neighborhood-scale complete streets vision plans and (eventually) implementation plans will allow each neighborhood to plan projects that fit their vision for their unique community, while also contributing to the City's ultimate complete streets goals, and the wider complete streets transportation network.
- **Plan for Future Development.** Throughout the City when redevelopment of existing properties occurs, the complete street policy should be required and made available to developers either prior to site plan development or as soon as contact with the City is made by the developer. This will guide decisions as to what contributions the developers of various properties will make towards achieving and maintaining the complete streets vision for College Park.
- **Incorporate Small Projects into Regular Maintenance Schedule.** The complete streets policy is applicable in both a broad vision and in detailed implementation. Smaller project, at the street or intersection level, can alleviate significant barriers to traveling both by foot or by bicycle. A mode specific and/or neighborhood master plan can distinctly identify these locations. For instance, if a small length of currently un-striped street provides a connection between two trails, then striping and designating a bike lane would be a low cost effort that creates high gain connectivity for the City-wide bicycle network. Similarly, adjusting existing maintenance policies to include snow removal and other regular maintenance action for sidewalks, bike lanes, and trails will allow the complete streets network to function year-round for all users.

10

Mayor's Challenge for Conservation



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

Prepared By: Steve Beavers
Community Development Coordinator

Meeting Date: April 5, 2016

Presented By: Patrick L. Wojahn, Mayor

Proposed Consent Agenda: Yes

Originating Department: Planning, Community and Economic Development

Issue Before Council: Mayor's Challenge for Water Conservation

Strategic Plan Goal: Goal 2: Environmental Sustainability

Background/Justification:

The Mayor's Water Challenge (Challenge) is an environmental conservation outreach program. This educational effort consists of a series of online pledges that City residents can complete at www.mywaterpledge.com.

The Challenge is run by the Wyland Foundation, a nonprofit organization dedicated to promoting, protecting, and preserving the world's oceans, waterways, and marine life. The Challenge is supported by the U.S. Environmental Protection Agency and the National League of Cities. It runs from April 1 to April 31.

The City has participated in the challenge annually since 2014. Last year, the City finished 16th in our category ("30,000 – 99,999" population).

City staff will advertise the Challenge during the month of April in the City's media channels such as the website and the City Manager's Weekly Bulletin.

Fiscal Impact:

None. Nominal staff time will be used to advertise the Challenge.

Council Options:

- #1: Support the Resolution authorizing the City's participation in the Challenge
- #2: Support the Resolution with revisions
- #3: Decline the City's participation in the Challenge this year

Staff Recommendation:

#1

Recommended Motion:

I move to adopt Resolution 16-R-XX to support the City's Participation in the Mayor's Challenge for Water Conservation.

Attachments:

- 1. Draft Resolution

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE
CITY OF COLLEGE PARK, MARYLAND
TO SUPPORT THE MAYOR’S CHALLENGE
FOR WATER CONSERVATION**

WHEREAS, the City of College Park continually strives to be a municipal leader in sustainability while also encouraging residents to recognize the benefits of individual environmental stewardship; and

WHEREAS, the Mayor’s Challenge for Water Conservation (the “Challenge”), presented by the Wyland Foundation, is a friendly pollution reduction competition between U.S. cities and is supported by the U.S. Environmental Protection Agency and the National League of Cities; and

WHEREAS, from April 1- 30, 2016, the City of College Park wishes to inspire its residents to take the Challenge by making a series of online pledges at www.mywaterpledge.com to reduce their impact on the environment.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park, Maryland that the City of College Park supports the Challenge, and that the program will be implemented from April 1- 30, 2016 through a series of communication and outreach strategies to encourage City residents to take the conservation Challenge.

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

EFFECTIVE the _____ day of _____, 2016

WITNESS:

**THE CITY OF COLLEGE PARK,
MARYLAND**

Janeen S. Miller, City Clerk

Patrick L Wojahn, Mayor

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

Suellen M. Ferguson, City Attorney

11

Use of City resources to support education



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

Prepared By: Peggy Higgins, Director
Youth, Family and Senior Services

Meeting Date: April 5, 2016

Originating Department: Youth, Family and Senior Services

Issue Before Council: Council discussion regarding best use of City resources to support education. Discussion to possibly include allocation of \$80,000 Education Improvement Fund

Strategic Plan Goal: Goal 6: Excellent Services

Background/Justification:

Noting that the quality of public school education is a significant factor in a family's decision to move to or stay in College Park, the City Council has funded education grants to local public schools whose school boundaries include College Park neighborhood schools. Since 2007, neighborhood schools have been awarded grants to fund student enrichment activities and/or address school technology and equipment needs that enhance student learning. In FY'13 and each year subsequently, the Council increased its investment and support of education to 1% of the City's budget, or \$140,000. Allocation has been:

- 1) up to \$47,500 for grants to local neighborhood schools with at least 14 College Park student enrollment for student enrichment programs and/or technology and equipment needs that enhance learning;
- 2) \$6,600 for city youth scholarships to UMD summer camps;
- 3) \$5,900 allocated for EAC additional educational initiatives which, because of popularity of the UMD summer camp scholarship program, has been used to increase scholarship pool of funds. This year 41 of 96 College Park youth who applied received scholarships;
- 4) \$80,000 was budgeted as the City's contribution to College Park Academy's Executive Director position from FY'13 – FY'15. That position was subsequently eliminated by College Park Academy and during FY'16 budget deliberations the Council allocated the \$80,000 for an Educational Improvement Fund with details to be determined.

At Council's request and following consultation with neighborhood school principals, the Education Advisory Committee, implementing Council priorities of academic achievement and publicizing the success of local schools, submitted recommendations regarding use of the Education Improvement funds. At the March 22 Council meeting, Council did not take action on the recommendations. This agenda item is to provide Council the opportunity to dialogue and clarify their education goals and priorities.

Fiscal Impact:

Undetermined

Council Discussion:

- 1) Discussion of Council's education goals and priorities to possibly include allocation of FY 16 Education Improvement Fund.
- 2) Possible collaboration with local municipalities whose youth attend the same schools as College Park neighborhood children.

Staff Recommendation:

N/A

Recommended Motion:

N/A

Attachment:

1. Table of neighboring municipalities FY 16 general fund expenditures for local public schools and identification eligible schools
2. Copy of previously submitted EAC recommendations for use of FY 16 Education Improvement Fund.

Table: FY 16 General Funds Contribution to Local Schools by Municipality

Municipality	General Funds for Local Schools	Eligible Public Schools
Berwyn Heights	\$ 4,500	*Berwyn Heights E *Greenbelt Middle *Parkdale High
Greenbelt	TTL \$12,000 of which grants of \$500 each are available \$2,000 (3 schls after school program) Remaining balance contributes to 2 \$2,000 scholarships for Grnbtl HS students	Dora Kennedy French Greenbelt E Magnolia E Springhill Lake E Turning Point *Greenbelt Middle Roosevelt H
Hyattsville	\$ 5,000	Edwrd Felegy E Hyattsville E Rogers Heights E Rosa Parks E Univ Park E *Hyattsville M Nicholas Orem M Wm Wirt M Northwestern Evn Northwestern H Bladensburg H
New Carrollton	\$ 0	Non-financial support such as Police Academy, etc
Riverdale Park	\$ 2,900	Riverdale Park E
University Park	\$8,000 of which \$5,000 donation to PTA \$3,000 annual sponsor for Univ Pk Elementary Azalea Classic fundraiser	*University Park E

*bolded schools are public schools that are also College Park neighborhood schools.

The City has 11 local public neighborhood schools. They are Hollywood Elementary, Paint Branch, Greenbelt Middle, Parkdale High, Berwyn Heights Elementary, Cherokee Lane Elementary, University Park Elementary, Buck Lodge Middle School, Hyattsville Middle, Northwestern High and High Point High.



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

Prepared By: Carolyn Bernache, EAC Chair

Meeting Date: 03/15/2016

Presented By: Carolyn Bernache, EAC Chair

Proposed Consent Agenda: No

Originating Department: Youth, Family and Senior Services

Issue Before Council: The City’s Education Advisory Committee (EAC) is submitting its revised recommendations for use of the Council FY ’16 budgeted \$80,000 Education Improvement Fund.

Strategic Plan Goal: Excellent Services: Improve public schools serving College Park children through collaboration with strategic partners, including PGCPs, local PTAs and the University of Maryland (6e).

Background/Justification:

In the FY 16 budget, the Mayor and Council budgeted \$80,000 for the educational improvement of local public schools. At the April 28, 2015 meeting, the Council identified a twofold vision for College Park’s local schools: 1) enhance the academic achievement of students in a practical way, and; 2) promote the good news about College Park’s local schools. They asked the EAC to make recommendations for the use of the funds. There are 10 neighborhood schools in College Park who have at least 14 College Park children enrolled.

At the October 25, 2015 Council meeting, the Council reviewed the EAC’s three recommendations for use of the funds and asked the EAC to revisit their recommendations and in addition to providing resources to 10 neighborhood schools, consider including College Park Academy in their recommendations.

In response, the EAC reduced by \$1,250 each the technology monies previously allocated to the four schools with the largest College Park student population and added College Park Academy as an additional school to receive \$5,000 for each school’s literacy improvement initiative.

Education Advisory Committee Recommendations for use of City’s budgeted \$80,000:

- 1) That each of the 10 neighborhood schools and College Park Academy be eligible for up to \$5,000 for implementation of each school’s student literacy improvement plan. These monies may be used for professional development opportunities including substitutes and/or the purchase of relevant books or instructional materials (\$55,000).
- 2) That each of the 10 neighborhood schools be eligible for up to a \$1,000 based upon the submission of an identified staff person within the school to communicate the good news of the school on a regular basis (\$10,000).
- 3) That each of the four schools with the highest percentage of College Park students (Hollywood Elementary, Paint Branch Elementary, Greenbelt Middle, Parkdale High School) be eligible for up to \$3,750 each to address technology needs (\$15,000).

Fiscal Impact:

\$80,000 is allocated for this purpose in the FY 16 budget.

Council Options:

- #1: Approve the recommendations.
- #2: Amend the recommendations.
- #3: Oppose the recommendations.

Recommended Motion:

I move that the Council approve the Education Advisory Committee’s three recommendations regarding the use of the City’s Educational Enhancement dollars for local schools and College Park Academy.

12

Council Rules and Procedures



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

Prepared By: Scott Somers, City Manager

Meeting Date: April 5, 2016

Presented By: Scott Somers, City Manager

Originating Department: Administration

Issue Before Council: Review and discuss the draft Council Rules. Provide direction to staff on how to proceed.

Strategic Plan Goal: Goal 5: Effective Leadership

Background/Justification:

During the March 15, 2016 Council Worksession, the Mayor and Council reviewed redlined draft edits to the Council Rules submitted by Councilmember Nagle and those submitted by City staff. Staff, along with the City Attorney, have provided those changes to the Council Rules.

With regards to Section M. Agendas, the Mayor and Council are asked to clarify who must request items to be added to a proposed Master List, and in practice, how residents would make such requests.

Fiscal Impact:

None

Council Options:

- #1: Please review the attached draft Council Rules and then provide direction to staff on how to proceed.
- #2: Direct staff otherwise.

Staff Recommendation:

Option #1

Attachments:

1. Draft Council Rules
2. Draft Council Rules submitted by Councilmember Nagle for the March 15, 2016 Worksession.

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

I. ADOPTION, REVIEW AND AMENDMENT

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

B. Biennial Review. These rules and procedures shall be reviewed at least biennially by the Mayor and City Council. Public notice and an opportunity for public comment shall be provided prior to making changes to these rules. Changes in procedure may be made by majority vote of the Mayor and City Council at the Regular Meeting after the change in rules or procedures is proposed.

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

II. LEGISLATIVE ACTIONS

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

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

B. Resolutions. Resolutions are used to set forth legal decisions and official positions of the City Council, to set policy, to establish commissions, and to implement programs. Resolutions do not update the City Code or Charter and do not have specific public hearing requirements.

Resolutions may be introduced and voted on at the same meeting, and are usually effective immediately upon adoption.

C. Ordinances.

1. Purpose and Requirements. The City Council updates the City Code, and adopts other measures as required by State law, by Ordinance, which is enacted pursuant to the provisions of Article VIII of the City Charter. An Ordinance requires an introduction and a public hearing prior to adoption, and may not be adopted at the meeting at which it is introduced, unless designated as an emergency ordinance.

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

3. Majority vote. The affirmative vote of a simple majority of the members of the City Council present and voting shall be required for the enactment of ordinances, except as otherwise required by law.

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

D. Charter Amendment Resolutions

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

requirement that the charter resolution not be adopted at the meeting at which it is introduced, are self-imposed and may be overridden by the Council by a majority vote.

III. MEETINGS

A meeting occurs when a quorum of the Mayor and City Council convenes to consider or transact public business.

A. Meeting Schedule.

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

B. Regular Meetings.

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

C. Worksessions.

The Mayor and Council will normally meet in Worksession meetings on the first and third Tuesday of each month. The Mayor and Council may meet on other days when, in their judgment, an alternative day is either necessary or desirable. Additional Worksessions may be scheduled by the Mayor and City Council as required.

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

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

E. Emergency Meetings.

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

F. Closed Sessions.

The Mayor and City Council may close a meeting to the public by a vote in open session under the circumstances, conditions and for reasons set forth in Art. VI, § 6-3 of the Charter. Notice of Closed Sessions shall be given as required by law.

G. Information Meetings.

The Mayor and City Council may hold Information Meetings to present information to, and obtain feedback from, residents of the City. The Mayor and City Council will determine the rules governing presentations made at such meetings.

H. Limitation on Number of Meetings.

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

I. Place of Meeting.

All meetings of the Mayor and City Council, unless otherwise determined, shall be held at the College Park City Hall, Council Chambers, located at 4500 Knox Road, College Park, Maryland. In addition to the customary forms of notice, the notice of change in meeting place shall be prominently posted on the door of the regularly scheduled meeting place.

J. Meeting Time.

Meetings of the Mayor and City Council shall begin at 7:30 p.m. unless a different starting time is established by the Mayor and City Council and reasonable notice thereof is provided to residents of the City.

K. Public Notice of Meeting.

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

L. Quorum.

1. Quorum requirements. A quorum shall consist of five (5) members of the City Council and the presiding officer. To conduct official business, a quorum must be present at all times. To be "present" is defined as being within the Council Chambers or the place in which the meeting is being held as that area may be defined from time to time by the Mayor and City Council.

Worksessions do not require a quorum of the Council.

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

M. Agendas.

1. Content. The agenda shall outline the established order of business.

2. Preparation. A proposed agenda is developed Tuesday night for the following meeting. The proposed agenda will be derived from a master list of items requested by the City Councilmembers, residents and staff. The proposed agenda for all meetings of the Mayor and City Council will be finalized for publication by the City Manager and City Clerk in consultation with the Mayor on the Friday before the meeting. Proposed agendas shall be created that can be reasonably accomplished within three hours.

3. Master List. Staff shall maintain the master list and may add to it and the proposed agenda as necessary for the efficient conduct of City business. At each Worksession, the Mayor and Council shall review requested additions to the master list and determine which requested items will be placed on the master list.

4. Proposed amendments to the published agenda. Proposed amendments to add or delete items from the published agenda by the Mayor or a Councilmember must be sent to the Mayor, Council and staff by close of business on the Monday before the meeting to receive consideration at the meeting on Tuesday. Any such proposed amendment shall be made available to the general public on the City's website by Tuesday morning. Proposed amendments to the published agenda may be made by staff as necessary for the efficient conduct of City business. Any proposed amendments to the agenda submitted after the publication of the agenda may be considered by consent of a simple majority of members of the Mayor and City Council present at the meeting.

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

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

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

N. Distribution of Meeting Materials.

1. Distribution. Meeting materials will be prepared by the City Clerk and published with the agenda and made available to the Mayor and Council and the general public (except for materials

which are legally privileged or confidential) no later than close of business on the Friday immediately preceding the meeting at which such matters are to be considered. The Mayor, Council and staff shall use emails and telephone calls whenever possible to reduce the need for explanation and discussion. Materials shall be delivered to the Mayor and City Council pursuant to arrangements established with each official. Any meeting materials for items on the published agenda not included in the Friday distribution shall be emailed to Mayor and Council as soon as available.

2. Meeting materials for additions proposed by Mayor and Council. Any meeting materials for a proposed addition by the Mayor or a Councilmember to the published agenda that are not included in the distribution of meeting materials on Friday must be provided to Mayor and Council by close of business on Monday by email to receive consideration at the meeting on Tuesday. Any such meeting materials shall be posted on the City's website by Tuesday morning unless the material distributed is legally privileged or confidential.

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

4. Meeting Folder: Any items submitted after the Friday distribution will be included in a separate folder for Mayor and Council at the time of the meeting, outside of the main Council packet.

O. Conduct of Meetings.

1. Presiding Officer. The Mayor shall preside at all meetings of the Mayor and City Council. The Mayor Pro Tem shall preside at all meetings in the absence of the Mayor. In the absence of both the Mayor and the Mayor Pro Tem, the Mayor, or the Mayor Pro Tem, if the Mayor is not available to do so, shall designate a member of the City Council to preside in their absence.

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

3. Procedure.

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

b. Comments on Agenda Items. A Councilmember who introduces an agenda item for action by the Mayor and Council may provide comments relating thereto.

Comments by the Councilmember who introduces an agenda item shall be limited to five minutes. The time required to actually state the motion shall not be included in the five minutes. Following introduction and seconding of an agenda item, each member of the Council may provide up to two comments on the item. Each comment shall be limited to three minutes. Amendments shall be treated as a new item for purposes of Council comments. When considering items where many questions are anticipated, a “round” approach shall be used in which each Council member, the Mayor, and appropriate staff shall be limited to one question per “round”. The presiding officer shall cut off overly lengthy remarks with support by the Council.

c. Council Comments. During the time established for Council comments at the end of any formal Council meeting agenda, the Mayor and Councilmembers may offer comments provided they are limited to five minutes. Council comments shall be limited to no more than three items.

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

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

6. Voting by Councilmembers, Mayor. When a question is put by the presiding officer, every member of the City Council present shall vote either "Yes" or "No," or shall abstain from voting. Each member of the Council may make a brief statement explaining the reasons for the member's vote or abstention. The Mayor, when authorized by law to vote, shall vote either “Yes” or “No,” or shall abstain from voting and may make a brief statement explaining the reasons for the vote or abstention. Upon request of any Councilmember, a roll call vote will be taken.

7. Public Participation. Members of the public may speak at public meetings of the

Mayor and City Council according to procedures established by the Mayor and City Council.

a. Sign-up Procedure. Cards will be placed in the back of the room for people to sign if they wish to speak. When they come to the podium, they will give the cards to the City Clerk. This will assure that the Minutes record the proper spelling of the name and a correct address.

b. Oral Comment.

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

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

3. General Comments. After the portion of the meeting devoted to general Council comments at the end of the meeting, a person may speak for up to five minutes.

c. Written Comment. Comment may be submitted in writing at or prior to the meeting. In order to be received by the Council as part of the record, the comment must include the specific agenda item to which it relates and the full name and address of the person submitting the comment. Comments that are submitted to the City Clerk prior to the close of business (5:00 p.m.) on the day of the meeting will be provided to the Mayor and City Council at the start of the meeting.

P. Conduct of Worksessions.

1. No person or group shall be interrupted by the Mayor or any Councilmember during a presentation at a Worksession. Questions may be asked at the end of the presentation.

2. Neither the Mayor nor any member of Council may speak for more than five minutes without interruption upon any single agenda item. The presiding officer shall deny the floor to any member of the Council after that person has spoken for five minutes or more, either at the presiding officer's own instance or upon a point of order.

3. A request for a show of hands not to discuss an agenda item any further shall always be in order.

4. Presentations from developers in advance of requests for City support shall be limited to forty minutes.

5. It is the goal of the Mayor and Council to complete all Worksessions by 10:30 p.m. In the absence of a straw vote of a simple majority of Council to continue the proceedings, all Worksessions must cease by midnight, and the Council is therefore considered adjourned.

6. Because a quorum is not required, individual Councilmembers or the Mayor may leave the meeting without affecting the continuation of the Worksession.

Q. Disorderly Conduct.

The presiding officer shall call to order any person who disrupts the orderly conduct of business at meetings including speaking without being recognized, exceeding designated time limits, failure to be germane to the issue being presented or use of vulgarities.

R. Record of Meetings.

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

a. all motions made, the name of the motion maker and second, the method and outcome of the votes taken, names of guests and their affiliation; and

b. copies of resolutions, new or revised ordinances or other actions approved by the Mayor and City Council.

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

S. Conduct of Councilmembers.

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

2. Conflict of Interest. The Mayor or any Councilmember shall not participate in any matter pending before the Council in which the Mayor or Councilmember has a conflict of interest, as defined in the City's Code of Ethics, or has taken a formal position as a party in a legal matter which is contrary to the legal position of the City of College Park in such matter.

IV. MISCELLANEOUS

A. Representation or position by Mayor or Councilmember. When the Mayor or a Councilmember gives a statement in their elected capacity on an issue affecting the City, the Mayor or Councilmember shall first identify the adopted position of Mayor and Council with respect to that subject, if any. Thereafter, the Mayor or Councilmember may provide a statement of personal opinion or comment (including a minority or opposing viewpoint), provided the Councilmember expressly acknowledges that such statements do not represent the position of the City.

B. Use of Staff Resources. Neither the Mayor nor any members of Council may request that staff time in excess of two hours be spent on a specific item unless prior approval has been granted by the Mayor and Council.

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

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

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Draft February 2016¶

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I. AUTHORITY

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

B. Biennial Review. The rules and procedures of the Mayor and City Council shall be reviewed at least biennially by the Mayor and City Council. Public notice and an opportunity for public comment shall be provided prior to making changes in these rules. Changes in procedure may be made by majority vote of the Mayor and City Council at the regular Meeting after the change in rules or procedures is proposed.

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

II. MEETINGS

A. Regular Meetings.

The Mayor and Council shall normally meet in regular Meetings on the second and fourth Tuesday of each month and in regular worksessions on the first and third Tuesday of each month if necessary, but, in no event, less frequently than required by Art. VI, § C6-1 of the College Park Charter. The Mayor and Council may meet on other days where, in its judgment, an alternative day is either necessary or desirable. Notice of alternative meeting dates shall be confirmed in the annual meeting schedule and shall be given as set forth in this Section.

B. Annual Meeting Schedule.

An annual Meeting schedule shall be approved by the Mayor and City Council at its first regular Meeting in December of each year. In an election year, the schedule shall be approved by the new Council.

C. Worksessions.

The Mayor and Council will normally meet in worksession meetings on the first and third Tuesdays of each month. The Mayor and Council may meet on other days where, in their judgment, an alternative day is either necessary or desirable. Additional worksessions may be scheduled by the Mayor and City Council as required.

D. Special Meetings.

The Mayor and City Council may meet in special Meetings upon written request of either the Mayor or two members of the City Council. Notice of special meetings shall be given to each Councilmember at least twenty-four (24) hours in advance of such special Meeting and shall contain the purpose, date, time and place of such Meeting. The matter or matters to be considered at a Special Meeting of the Mayor and City Council shall be stated in the call to the Meeting. No other matters shall be considered unless all members of the Mayor and Council are present.

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How is public notice handled?

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E. Emergency Meetings, Notice.

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

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F. Executive Sessions.

The Mayor and City Council may meet in executive session (closed to the public) under the circumstances, conditions and for reasons set forth in Art. VI, § 6-3. Notice of Executive Sessions shall be given as required by law.

G. Information Meetings.

The Mayor and City Council may hold informational Meetings to present information to the residents of College Park and obtain feedback from residents of the City. The Mayor and City Council will determine the rules governing presentations made at such Meetings.

H. Limitation on Number of Meetings.

No more than four (4) meetings may be held in any given month, unless approved by a majority of the Council present and voting. Except in the event of an emergency as determined in subsection E, in no event may council approve more than two (2) additional meetings in any given month.

I. Place of Meeting.

All Meetings of the Mayor and City Council, unless otherwise determined, shall be held at the College Park City Hall, Council Chambers, located at 4500 Knox Road, College Park, Maryland. Notice of change in Meeting place shall be prominently posted on the door of the regularly scheduled Meeting place and shall be given by such other means, including local cable, as may be feasible.

J. Meeting Time.

Meetings of the Mayor and City Council shall begin at 7:30 p.m. unless a different starting time is established by the Mayor and City Council and reasonable notice thereof provided to residents of the City.

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K. Public Notice of Meeting.

Proper notice of all Meetings of the Mayor and City Council shall be provided to the public by the City Clerk.

L. Quorum.

1. A quorum shall consist of five (5) members of the City Council. To conduct official business, a quorum must be present at all times. To be "present" is defined as being within the Council Chambers or the Chamber in which the Meeting is being held as that area may be defined from time to time by the Mayor and City Council.

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2. Once a Meeting has been properly convened with the presence of a quorum and the number of persons necessary to constitute a quorum is no longer present, the presiding officer or a Councilmember should bring this fact to the attention of the Mayor and City Council and the

Mayor and City Council shall then be automatically, temporarily recessed until a quorum is reestablished. Upon reestablishment of the quorum, the Mayor and City Council shall resume consideration of the matter before it at the time of the recess. If, in the opinion of the presiding officer, a quorum cannot be obtained within a reasonable period of time, the presiding officer shall declare the Meeting adjourned until the next scheduled Meeting; at that next Meeting, after taking up the usual preliminary matters, the Mayor and City Council shall resume its consideration of the matter that was before it when it previously adjourned.

M. Agendas.

The draft agenda for all Meetings of the Mayor and City Council shall be prepared by the City Manager and City Clerk in consultation with the Mayor. The draft agenda will be derived from a master list of items requested by City Council members, residents and staff. Staff shall maintain the master list. Agenda items submitted after the approval of the agenda may be considered by consent of a simple majority of members of the Mayor and City Council present at the Meeting.

The agenda shall be posted at places where City notices are customarily posted and shall be posted on the City's local cable channel and the website. Work Session agendas shall be created that can be reasonably accomplished within three hours. Consent Agenda items are items of routine business that generally require no discussion by Council and are therefore placed on the Consent Agenda of a Regular meeting. Any member of the Council may remove an item from the Consent Agenda and place it under Action Items. The agenda shall outline the established order of business. All meeting agenda shall be approved by the City Council. Regular Meeting agendas shall be adopted by the Mayor and Council at the beginning of the Regular Meeting.

Items on the agenda can be reordered by the Mayor and City Council during the scheduled Meeting (regular and worksession). At each Worksession the Council shall discuss and decide on agenda items for the next Regular Meeting and the next Worksession. Regular meeting agenda will be approved at the previous worksession, whereas worksession agenda will be approved at the previous regular meeting. Staff will prepare a Council packet based on approved

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Meetings which consists of items determined by a unanimous vote of the Mayor and City¶

Council to require action but which do not require discussion:

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agenda. Items submitted after their approval will be included in a separate folder, outside of the main Council packet.

O. Distribution of Meeting Materials.

The agenda and related materials will be provided to members of the Mayor and City Council in advance of scheduled Meetings. The Mayor, Council and staff shall use emails and telephone calls whenever possible to reduce the need for explanation and discussion. Meeting materials will be prepared by the City Clerk and made available to members of the Council and the general public except for materials which are legally privileged or confidential no later than close of business on the Friday immediately preceding the Meeting of the Mayor and City Council at which such matters are to be considered. Materials shall be delivered to members of the Mayor and City Council pursuant to arrangements established with the member. Any materials added after the packet has been delivered to Mayor and Council on Friday, must reach Mayor and Council by close of business on Monday to receive consideration at the meeting on Tuesday. Any additional materials that are delivered to Mayor and Council after the Friday distribution of information shall be made available to the general public as soon as feasible possible unless the material distributed is legally privileged or confidential.

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N. Agenda for Special Meetings.¶
The matter or matters to be considered at a Special Meeting of the Mayor and City¶
Council shall be stated in the call to the Meeting. No other matters shall be considered unless all members of the Mayor and Council are present.¶

P. Conduct of Meetings.

1. Chairperson. The Mayor shall preside at all Meetings of the Mayor and City Council. The Mayor Pro Tem shall preside at all Meetings in the absence of the Mayor. In the absence of both the Mayor and the Mayor Pro Tem, the Mayor, or the Mayor Pro Tem, if the Mayor is not available to do so, shall designate a member of the City Council to preside in their absence.

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2. Parliamentary Authority.

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

3. Procedure.

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

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b. Comments on Agenda Items. A member of the City Council who introduces an agenda item for action by the Mayor and Council may provide comments relating thereto. Comments by a member of Council who introduces an agenda item shall be limited to five minutes. The time which it takes the Councilmember to actually state the Motion shall not be included in the five minutes. Following introduction and seconding of an agenda item, each member of the Council may provide up to two comments on the item. Each comment shall be limited to three minutes. Amendments shall be treated as a new item for purposes of Council comments.

When considering items where many questions are anticipated, a “round” approach shall be used in which each Council member, the Mayor, and appropriate staff shall be limited to one question per “round”. The presiding officer shall cut off overly lengthy remarks with support by the Council

c. Council Comments. During the time established for Council comments at the end of any formal Council meeting agenda, a member of the Mayor and Council may offer comments provided they are limited to five minutes. Council comments shall be limited to no more than three items.

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

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5. Reconsideration. A motion to reconsider a vote on any action may be made no later than the next regular Meeting following the Meeting at which the action to be reconsidered was taken. A motion to reconsider may be made only by a Councilmember who voted on the prevailing side of the action to be reconsidered or by a member absent when the vote was taken, although any member of the Council, and the Mayor when voting as allowed by law, may support the motion

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to reconsider. A motion to reconsider may be approved by a simple majority of those Council members present and voting. The same number of votes shall be required to approve the action upon reconsideration as was required to pass or adopt the original action.

6. Voting by Councilmembers, Mayor. When a question is put by the presiding officer, every member of the City Council present shall vote either "Yes", "No" or "Abstain". Each member of the Council may make a brief statement explaining the reasons for the member's vote. The Mayor, when authorized by law to vote, shall vote either "Yes", "No" or "Abstain" and may make a brief statement explaining the reasons for the vote. Upon request of any Councilmember, a roll call vote will be taken.

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

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a. Sign-up Procedure. Cards will be placed in the back of the room for people to sign if they wish to speak. When they come to the podium, they will give the cards to the City Clerk. This will assure that the Minutes record the proper spelling of the name and a correct address.

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b. Oral Comment.

1) Non-agenda and Consent Agenda Items. Comments are limited to three (3) minutes and will be taken at the beginning of the Council meeting.

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2) Comments on Agenda Action Items. Comments are limited to three (3) minutes for individuals and five (5) minutes for speakers representing a group or organization. The Mayor and Council may, by simple majority vote of those present, alter or waive the time requirements.

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3) General Comments. After the portion of the Meeting devoted to general Council comments at the end of the evening Meeting a person may speak for up to five (5) minutes.

c. Written Comment. Comment may be submitted in writing at or prior to the meeting. In order to be received by the Council as part of the record, the comment must include the specific agenda item to which it relates and the full name and address of the person submitting the comment. Comments that are submitted to the City Clerk prior to the close of business (5:00 p.m.) on the day of the meeting will be provided to the Mayor and City Council at the start of the meeting.

Deleted: . Comments on Agenda Action Items. Comments from members of the public are permitted on all agenda action items. Comments from members of the public on agenda items are limited to three (3) minutes and from speakers representing a group or organization to five (5) minutes, except that the Mayor and Council may, by simple majority vote of those present, alter or waive the time requirements.¶

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Q. Conduct of Work Sessions.

- 1. No person or group shall be interrupted by the Mayor or any Council member during a presentation at a work session. Questions may be asked at the end of the presentation.
- 2. Neither the Mayor nor any member of Council may speak for more than five (5) minutes without interruption upon any single agenda item. The Chairperson of the work session shall deny the floor to any member of the Council after that person has spoken for five (5) minutes or more, either at the Chairperson's own instance or upon a point of order.
- 3. A request for a show of hands not to discuss an agenda item any further shall always be in order.
- 4. Presentations from developers in advance of requests for City support shall be limited to forty minutes.
- 5. It is the goal of the Mayor and Council to complete all work sessions by 10:30 p.m. All work sessions must cease by midnight, and the Council is therefore considered adjourned. In the event that a simple majority of Council wishes to continue the work session beyond midnight, it may do so by a straw vote. Upon failure of the straw vote to carry by a simple majority, all Council activities will cease at midnight. If during the course of the meeting, anyone wishes to leave the chambers for any reason, they may feel free to do so, but the rest of the Council will continue their agenda and a recess will only be taken in case of an emergency.

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R. Disorderly Conduct.

The presiding officer shall call to order any person who disrupts the orderly conduct of business at Meetings including speaking without being recognized, exceeding designated time limits, failure to be germane to the issue being presented or use of vulgarities.

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Deleted: 7. City Manager's Report. At the commencement of each meeting, the Mayor shall provide an opportunity for the City Manager to provide an oral report concerning new items of City business not previously furnished to Council in written form, or upon which staff believes immediate action or guidance is required by Council. Council comments or questions to the City Manager shall be limited to matters raised in the oral report or those which require immediate action by Council. All other questions or comments for response by the City Manager shall be deferred to the end of the meeting.

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8. Presentations from developers in advance of requests for City support shall be limited to forty minutes.

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9. When considering items where many questions are anticipated, a "round" approach shall be used in which each Council member, the Mayor, and appropriate staff shall be limited to one question per "round".

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10. The presiding officer shall cut off overly lengthy remarks with support by the Council.

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S. Record of Meetings.

- 1. Responsibility for Meeting record. The City Clerk or the City Clerk's designee shall be responsible for minutes of each Meeting and Worksession of the Mayor and City Council and for maintaining the official record, which shall include all Council actions. Minutes shall include:
 - a. all motions made, the name of the mover and seconder, the method and outcome of the votes taken, names of guests and their affiliation; and

b. copies of resolutions, new or revised ordinances or other actions approved by the Mayor and City Council.

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

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S. Ordinances.

1. Ordinances may be enacted pursuant to the provisions of Art. VIII of the College Park Charter.

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

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3. Majority vote. The affirmative vote of a simple majority of the members of the City Council present and voting shall be required for the enactment of ordinances, except as otherwise required by law.

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

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W. Conduct of Councilmembers.

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

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

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U. Biennial Review of Rules.¶
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The rules and procedures of the Mayor and City Council shall be reviewed at least biennially by the Mayor and City Council. Public notice and an opportunity for public comment shall be provided prior to making changes in these rules. Changes in procedure may be made by majority vote of the Mayor and City Council at the regular Meeting after the change in rules or procedures is proposed.¶

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

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2. Conflict of Interest. No Councilmember shall participate in any matter pending before the Council on which the Councilmember has an interest, as defined in the City's ethics ordinance, or has taken a formal position as a party in a legal matter which is contrary to the legal position of the City of College Park in such matter. The determination of the existence of a conflict shall be made by a vote of not less than six (6) members of the Council and shall be based on a finding that a conflict exists with a statement setting forth the basis of the finding to be included in the minutes of the Meeting. Upon such finding, the presiding officer shall exclude the conflicted member from participation in any consideration of the matter on which the Member is conflicted and from being present at Executive Sessions addressing the issues as to which the Councilmember is conflicted.

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3. Representation before Other Governmental Organizations. When a Councilmember appears before any other governmental agency or organization to give a statement on an issue affecting the City, the Councilmember shall first identify the adopted position of Mayor and Council with respect to that subject, if any. Thereafter, the Councilmember may provide a statement of personal opinion or comment (including a minority or opposing viewpoint), provided the Councilmember expressly acknowledges that such statements do not represent the position of the City.

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Y. Charter Amendments. Charter amendments may be enacted by resolution pursuant to the provisions of Article 23A, §11 et seq. of the Annotated Code of Maryland. Prior to adoption, a public hearing shall be held on charter resolutions initiated by the Council following advertisement of the resolution or a fair summary thereof on the City website, cable channel, bulletin board and City email. The Council shall not adopt a charter resolution at the same Meeting at which it is introduced. The pre-adoption notice and publication requirements of this subsection, as well as the requirement that the charter resolution not be adopted at the Meeting at which it is introduced, may be overridden by the Council by a majority vote.

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X. Conduct of Work Sessions.¶
1. No person or group shall be interrupted by the Mayor or any Council member during a presentation at a work session. Questions may be asked at the end of the presentation.¶
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2. Neither the Mayor nor any member of Council may speak for more than five (5) minutes without interruption upon any single agenda item. The Chairperson of the work session shall deny the floor to any member of the Council after that person has spoken for five (5) minutes or more, either at the Chairperson's own instance or upon a point of order.¶
¶
3. A request for a show of hands not to discuss an agenda item any further shall always be in order.¶
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4. It is the goal of the Mayor and Council to complete all work sessions by 10:30 p.m. All work sessions must cease by midnight, and the Council is therefore considered adjourned. In the event that a simple majority of Council wishes to continue the work session beyond midnight, it may do so by a straw vote. Upon failure of the straw vote to carry by a simple majority, all Council activities will cease at midnight. If during the course of¶
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the meeting, anyone wishes to leave the chambers for any reason, they may feel free to do so, but the rest of the Council will continue their agenda and a recess will only be taken in case of an emergency.¶

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Z. Use of Staff Resources. Neither the Mayor nor any members of Council may request that staff time in excess of two hours be spent on a specific item unless prior approval has been granted by the Mayor and Council.

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Review of
next week's
agenda

14

Review of Legislation

TO: Bill Gardiner, Assistant City Manager
FROM: Len Lucchi and Eddie Pounds, City Lobbyists
DATE: April 1, 2016
RE: Weekly Report

This week, the legislature gave final approval to the State budget, wrapping up what could most arguably be the most important task two weeks before the end of the General Assembly session – April 11. Also this week, lawmakers raced to move several bills to the Governor’s desk as part of a preemptive strike against possible vetoes by Governor Hogan. There is a provision in the State constitution known as the “six-day rule,” whereby bills sent to the Governor for consideration at least six days prior to the end of the legislative session must either be vetoed or become law by the end of that session. If Governor Hogan vetoes a measure under the six-day rule, the General Assembly would have time to try to overturn the veto before adjourning. The majority of the measures speak to efforts pursued by the Democratic-controlled legislature, including providing aid to Baltimore City and securing funding to aid the Prince George’s Hospital Center.

In addition, we are more than happy to share with you that we were successful in getting \$150,000 for the Hollywood Streetscape effort into the capital budget. Here is a listing on the status of other pertinent bills:

1. Fiscal bills

- a. **HB 723/SB 585– Transportation – Highway User Revenues – Distribution to Municipalities** – This is the MML bill to gradually restore HUR revenues to municipalities. Hearing held on February 25th before the Environment and Transportation Committee and March 2nd before the Budget and Taxation Committee. **Passed the Senate Committee second reader, with amendments.**
- b. **HB 1455 – Transportation – Highway User Revenue – Distribution** – The bill restores HUR revenues to both cities and counties. **Heard on March 10th before the Environment and Transportation Committee.**
- c. **SB 560 – One Maryland Economic Development Tax Credits – Business Incubators and Regional Institution Strategic Enterprise Zones** – Bill expands the eligibility criteria for a project tax credit or a start-up tax credit to include a business that locates or expands a business incubator in a RISE Zone. The incubator must create a minimum of 25 new, full-time jobs within 24 months. Bill hearing held on February 24th before the Budget & Taxation Committee. **Passed Third Reader 45-0.** The bill is now in the House Committee on Rules and Executive Nominations.

2. College Park bills

- a. **SB 780/HB 1138 – Prince George’s County – School Facilities Surcharge – Student Housing Exemptions** – This bill has been assigned to the Prince George’s Senate Delegation, chaired by Senator Rosapepe. Bill was heard on March 1st before the Education, Health and Environmental Affairs Committee. House version voted out 20-0

by the House Delegation. **House bill passed Third Reader 134-0. Now with Senate Committee on Education, Health and Environmental Affairs.**

- b. **SB 782 – Creation of a State Debt – Prince George’s County – Hollywood Streetscape –** This bill requests \$200,000 from the State’s capital budget. **Hearing held March 12th in Senate Budget & Taxation Committee. We are happy to report that \$150,000 has been secured and will be included in the capital budget.**
- c. **SB 1052/HB 1607 – University of Maryland Strategic Partnership Act of 2016 –** Bill would create a partnership between The University of Maryland College Park Campus and The University of Maryland Baltimore Campus. Bill heard in Senate Budget & Tax Committee on March 1st. Amendments were added by Senator Rosapepe to recognize the collaboration that has taken place between UMCP and the City, require continued collaboration, and require the University to annually report on that collaboration. Also, the provision allowing for one president was stripped out. **Bill passed third reader (33-10), favorable with amendments. Passed third reader with amendments (92-14) in House Appropriations Committee. The Senate concurred with House amendments, passing third reader (31-13).**

3. County Bills

- a. **PG/MC 111-16 – Prince George’s County – Land Use – Zoning Powers and Review –** This bill had two hearings before the Bi-County Committee on February 11th and 12th. The Committee decided to hold the bill indefinitely.
- b. **PG 438-16 – Task Force to Study a Promise Scholarship Program in Prince George’s County – HB 1087 –** Bill establishes a task force to study a promise scholarship program in the County. Assigned to the County Affairs Committee. Received a favorable vote on February 17th.
- c. **PG 404-16 – Prince George’s County – Authority to Impose Fees for Use of Disposable Bags – HB 1130 –** Bill would allow retailers to charge up to 5 cents for use of plastic disposable bags. Assigned to the County Affairs Committee. Committee decided to hold the bill.
- d. **PG 418-16 – Prince George’s County – Authority to Prohibit the Use of Disposable Bags – HB 1137 –** Bill would allow the County to enact a law prohibiting the use of certain disposable paper and plastic bags. Assigned to the County Affairs Committee. Committee decided to hold the bill.
- e. **PG/MC 110-16 – Prince George’s County – Land Use Permit Review – Consolidation –** Would consolidate the review of certain permits for land use in the County’s DPIE agency. Discussed on March 3, 2016, in the Bi-County Subcommittee. County Council presented two amendments. One was technical. The other would implement the text of **PG/MC 118-16 – Maryland-National Capital Park and Planning Commission – Prince George’s County – Appointment Procedures** into the text of PG/MC 110-16. Park & Planning also presented amendments of a technical nature. The Committee decided not to vote on the bill with supporting amendments and instead requested that more information be provided concerning the appointment process of planning commissioners in other jurisdictions within Maryland and surrounding jurisdictions. The County Executive submitted written opposition. On March 10th, Bi-County ultimately decided to Special Order this bill (date to be determined by Chair Vaughn). At the work session, Bi-County reviewed information provided concerning how other Maryland counties appoint their planning board members. County Council argued that it should

resemble Montgomery County, where the Council appoints planning board members, with approval made by the County Executive. The County Executive's office countered by contending that doing so would allow the District Council to hear appeals from the same persons who they appointed to the planning board. **On March 17th, bill failed on motion for favorable with amendment concerning the County Council's amendments. Bi-County did not discuss Park & Planning's amendments.**

4. Municipal bills

- a. House Bill 277 – Municipalities – Authority to Serve Citations for Violations of County Laws – This bill had a hearing on February 9th before the Environment and Transportation Committee. There does not seem to be much of an appetite for municipalities to take on a county responsibility. **Received an UNFAVORABLE report by E&T Committee.**
- b. House Bill 852 – Local Government – Municipal Elections – Tie Votes – This bill requires municipalities to establish procedures for tie votes. It has a February 26th hearing before the Ways and Means Committee. MML is opposing. **Received FAVORABLE with Amendments by Appropriations.**
- c. Senate Bill 248 – Municipalities - Vacant or Blighted Buildings – Registration and Remediation – This bill also had a hearing on February 9th before the Education, Health, and Environmental Affairs Committee. This bill was introduced and failed last year. It was submitted mainly for Annapolis. There did not seem to be an interest among other municipalities to put a spotlight on these properties. **Received an unfavorable by EHEA Committee.**
- d. Senate Bill 326 – Municipal Elections – Certificates of Candidacy – Proof of Filing – This bill was submitted because of a problem in a single municipality. The hearing is scheduled for February 25th before the Education, Health and Environmental Affairs Committee. **Received UNFAVORABLE report by EHEA Committee.**
- e. House Bill 462 – Program Open Space – Transfer Tax Repayment – Use of Funds – This legislation replaces what was known as Program Open Space Trust Fund Act of 2016 (SB 927/HB 1464). The original provisions of the former legislation, which were intended to protect and restore Program Open Space (POS) monies, are now included under HB 462. The bill, as amended, was heard in the Senate Budget and Taxation Committee on March 24. **Passed third reader with amendments (46-0). House concurred with Senate amendments and passed third reader (134-0).**
- f. SB 395 – Municipal Financial Disclosures and Conflict of Interest – Bill heard March 29 in the House Environment & Transportation Committee. The bill made it out of the Senate Committee on Environment, Health, and Education Affairs (43-1). The State Ethics Commission's testified that the bill is just clarifying language to clear up any misunderstanding about the level of authority the commission has with respect to regulating compliance issues under the law. MACO and MML came in strong against the measure, providing testimony that the bill's language should be deemed a substantive change and is an attempt by the commission to expand its authority by adding a new requirement that would allow the commission in the future to set new requirements on making modifications that were already set by law. MACO and MML have offered the bill sponsor amendments that would allow it the authority to review. We are waiting on feedback from the sponsor on whether she would be amenable to the amendments.

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Future Agenda Items



TO: Mayor, City Council, City Manager and Department Directors
FROM: Janeen S. Miller, City Clerk
DATE: March 30, 2016
RE: Future Agendas

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

TUESDAY, APRIL 12, 2016 REGULAR MEETING

Earth Day Proclamation

Arbor Day Proclamation

(Proposed Consent) Approval of a dumpster permit for 4617 Norwich Road – Bob Ryan, Director of Public Services

(Proposed Consent) 03-18-16: Letter of support for The Partnership's application for funding of the Milkboy + ArtHouse project to the County Redevelopment Authority's Community Impact Grant Program

03-22-16: Resolution in support of the FBI Relocation to Greenbelt Station

03-16-16: Adoption of Council Rules and Procedures

02-19-16: SunTrust Master Lease #3 for Fleet Purchases – Steve Groh, Director of Finance

TUESDAY, APRIL 19, 2016 WORKSESSION

Discussion of Budget Ordinance prior to Introduction next week (5?)

02-01-16: DSP-12030, Pregnancy Aid Center – Terry Schum, Director of Planning (20)

Discussion with APC about their recommendations for the City's Fence Ordinance (30)

02-25-16: Discussion of security cameras City-wide – Bob Ryan, Director of Public Services (30)

03-16-16: Revised joint application for the Greater College Park RISE Zone and draft Council Resolution of support– Bill Gardiner, Assistant City Manager (30)

02-03-16: Discussion of creation of a Charter Revision Committee – Scott Somers, City Manager (15)

Follow-up on an Arts and Entertainment Task Force (15) - Bill Gardiner, Assistant City Manager

03-15-16: Review of pending Worksession List (20)

Items for April 28 Four Cities Meeting in New Carrollton (5)

MONDAY, APRIL 25, 2016 REGULAR MEETING

Public Hearing on the RISE Zone Application

Proclamation for Children’s Mental Health Awareness Week – Peggy Higgins

Lakeland S.T.A.R.S. Presentations (plus a 6:45 p.m. reception prior to meeting)

Recognition of YFS graduate interns

Introduction of FY 2017 Budget Ordinance

Award of Contract for Compensation Study – Jill Clements, Director of Human Resources

TUESDAY, MAY 3, 2016 WORKSESSION

03-07-16: Discussion of permit parking survey results near the Metropolitan development (now called The Boulevard at 9091)

Discussion of Hollywood Gateway Park project – Terry Schum, Director of Planning

02-02-16: Proposed amendments to Chapter 157 of the City Code to eliminate conflicting guidelines for snow removal AND other proposed amendments to this chapter including discussion of amendments to the City Code to add requirements for the prevention of sediment runoff and erosion of soil from residential and non-residential properties (Chapters 125-8.I & 157-6.B(1)(a)[5]) – Suellen Ferguson, City Attorney and Bob Ryan, Director of Public Services

TUESDAY, MAY 10, 2016 REGULAR MEETING

Police Recognition

Constant Yield Tax Rate Public Hearing

Budget Public Hearing

TUESDAY, MAY 17, 2016 WORKSESSION

Discussion of possible budget changes after public hearing (if needed)

Discussion about the possibility of creating a Martin Luther King, Jr. Tribute Committee (10)

Award of Contract for the Construction of Duvall Field Concession Building and Plaza - Terry Schum, Director of Planning

TUESDAY, MAY 24, 2016 REGULAR MEETING

Budget Adoption

FUTURE WORKSESSIONS

03-08-12: Trolley Trail negotiations – Suellen Ferguson, City Attorney

01-07-14: Model Public Participation Ordinance – Mayor Wojahn

02-11-14: Discussion of an awards program to encourage and reward property owners (CBE)

Draft resolution establishing a Business Recycling Task Force - Bill Gardiner, Assistant City Manager

Logistical issues/information needed to develop a business recycling program – Bob Stumpff, Director of Public Works

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

11-18-14: Proposed Revisions to the City's "48 hour parking" rule – Bob Ryan, Director of Public Services and Suellen Ferguson, City Attorney

Discussion about issuing a Request for Expressions of Interest for the Calvert Road School site

05-19-15: Discussion of City-wide technology plan – request of Councilmember Kabir

08-05-15: Report from "Council Internship Program Subcommittee" – Councilmember Kabir

09-09-15: Presentation by Prince George's County Public Schools on the Capital Improvement Plan for northern Prince George's County

10-06-15: I-495 and Route 1 intersection safety improvements – SHA

10-06-15: Discussion about the future of the Neighborhood Watch Steering Committee

10-20-15: Presentation of alternatives for Greenbelt Road at Rhode Island Avenue intersection – Venu Nemani, SHA District Engineer

01-06-16: Follow-up to the January 5 discussion of recommendations by the Noise Control Board – Suellen Ferguson, City Attorney

12-11-15: Discussion on Landlord Orientation Pilot Program – Scott Somers, City Manager

01-20-16: Update to request for Commuter Shuttle Bus Service – Bill Gardiner, Assistant City Manager (this item will be discussed in conjunction with the Aging-In-Place Task Force Report)

03-24-15: Review of the City's Emergency Preparedness Plan – Bob Ryan, Director of Public Services

02-10-16: Request by the University of Maryland to rename Paint Branch Parkway to Campus Drive

12-14-15: Award of contract for stormwater management projects along Rhode Island Avenue and Narragansett Parkway – Terry Schum, Director of Planning

02-24-16: Contract for Development Consultant – Scott Somers, City Manager

03-09-16: Discussion of a second Community Garden (follow-up from February 2 Worksession)
– Steve Beavers, Community Development Coordinator

03-15-16: New Resolution establishing the Neighborhood Quality of Life Committee –
Councilmembers Stulich and Brennan

03-15-16: Discussion of drainage in the City and a copy of the Environmental Finance Center
report on drainage in the City – request of Councilmember Nagle

03-24-16: Presentation from the developer on the Towne Place Suites project – request of
Councilmember Cook

03-30-16: Proposal for hen keeping in College Park (this will be discussed as part of the County
zoning rewrite) – Request of Councilmember Kabir

FY 2017 Budget Schedule:

March 31: Proposed budget distributed to Mayor and Council

April 9 and April 16: Saturday Budget Worksessions (second one is only if needed)

April 25: Budget Ordinance Introduced

May 10: Budget Public Hearing and Constant Yield Tax Rate Public Hearing

May 17: Worksession discussion of possible budget changes after PH, if needed

May 24: Budget adoption

Budget Parking Lot:

FY 2015:

1. Public Services-Admin performance measure #2 (response within 1 business day)
(Wojahn): Worksession follow-up (Bob Ryan)
2. Reduce printing City-wide (Brennan): Worksession discussion

FY 2016:

3. Performance Measures
4. SunGard Business Process Review (Part 2)
5. Finance satellite office at Public Works

May 10, 2014 Retreat Parking Lot:

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

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Boards and Committees



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

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

April 5 wls

M&C Somers Gardiner

COLLEGE PARK CITY-UNIVERSITY PARTNERSHIP

RECEIVED

March 17, 2016

Mayor Wojahn and City Council
 City of College Park
 4500 Knox Road
 College Park, MD 20740

MAR 18 2016

City of College Park
 Administration Office

Dear Mayor Wojahn and Council Members:

This letter is sent on behalf of the Board of Directors of the College Park City-University Partnership to request your re-appointment of Class B and C Directors with term expirations that are in keeping with the Partnership's bylaws. Specifically, the Board is requesting the following re-appointments:

Class B – City Appointment	Expiration of term
Jim Rosapepe	6/30/2019
Class C – Joint City-University Appointment	Expiration of term
Richard Wagner	6/30/2019

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

Thank you for your continued support and partnership.

Sincerely,

Eric Olson
 Executive Director

City of College Park
Board and Committee Appointments

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

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

Aging-In-Place Task Force			
Appointee	Position Filled:	Resides In:	Term Expires
VACANT	Resident 1		Upon completion and submission of final report to the City Council.
Darlene Nowlin 10/14/14	Resident 2	District 4	
VACANT	Resident 3		
Lisa Ealley 01/27/15	Resident 4	District 1	
Judy Blumenthal 01/27/15	Resident 5	District 1	
Dave Dorsch 03/10/15	Resident 6	District 3	
Helen Barnes 04/15/15	Resident 7	District 3	
VACANT	Resident 8		
VACANT	Councilmember #1		
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	
<p>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.</p>			

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

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
Patti Stange 6/8/10	Non resident	M&C	02/17
Taimi Anderson 6/8/10	Non resident	M&C	02/18
Suzie Bellamy 9/28/10	District 4	M&C	04/17
Nick Brennan 05/26/15	District 2	M&C	05/18
Kathy Rodeffer 11/24/15	Non resident	M&C	11/18
Christiane Williams 03/22/16	District 1	M&C	03/19
Resolution 15-R-26, 10-R-20: Up to fifteen members appointed by the Mayor and Council for three-year terms. Not a compensated committee. Liaison: Public Services.			

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
VACANT		Mayor	
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
Patrick L. Wojahn (01/12/16)	Class B Director	M&C	06/30/17
Maxine Gross	Class B Director	M&C	06/30/18
Senator James Rosapepe	Class B Director	M&C	06/30/16
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	01/19
Suchitra Balachandran 10/9/07	District 4	M&C	01/17
Donna Weene 9/8/09	District 1	M&C	01/19
Kennis Termini 01/14/14	District 1	M&C	01/17
Matt Dernoga 12/09/14	District 1	M&C	12/17
Karen Garvin 04/28/15	District 1	M&C	04/18
Susan Keller 05/26/15	District 1	M&C	05/18
Adam Killian 11/24/15	District 1	M&C	11/18
Alan Hew 01/12/16	District 4	M&C	01/19
Daniel Walfield 02/23/16	District 1	M&C	02/19
Todd Larsen 03/22/16	District 2	M&C	03/19
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
Charlene Mahoney 12/11/12	District 2	M&C	02/17
Alethea Ten Eyck-Sanders 11/10/15	District 3	M&C	11/17
Melissa Day 9/15/10	District 3	M&C	03/17
Carolyn Bernache 2/9/10	District 4	M&C	12/16
Doris Ellis 9/28/10	District 4	M&C	12/16
Tricia Homer 04/22/14	District 1	M&C	04/16
Peggy Wilson 6/8/10	UMCP	UMCP	05/16
Dawn Powers 1/26/16	District 2	M&C	01/18
VACANT			
Resolutions 15-R-25, 97-R-17, 99-R-4 and 10-R-13: At least 9 members who shall be appointed by the Mayor and Council: at least two from each Council District and one nominated by the University of Maryland. Two year terms. The Committee shall appoint the Chair and Vice-Chair of the Committee from among the members of the Committee. Not a compensated committee. Liaison: Youth and Family Services.			

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

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

Neighborhood Quality of Life Committee			
Name:	Represents:	Appointed By:	Term Ends:
Mayor and City Council of the City of College Park			Term in office
Chief David Mitchell	UMD DPS (UMD Police)	University	02/16
Dr. Andrea Goodwin	UMD Administration – Rep 1	University	02/16
Marsha Guenzler-Stevens (Stamp Student Union)	UMD Administration – Rep 2	University	04/16
Matthew Supple (Fraternity-Sorority Life)	UMD Administration – Rep 3	University	04/16
Gloria Aparicio- Blackwell (Office of Community Engagement)	UMD Administration – Rep 4	University	04/16
Karyn Keating-Volke	City Resident 1	City Council	02/17
Aaron Springer	City Resident 2	City Council	10/17

Bonnie McClellan	City Resident 3	City Council	04/16
Denise Mitchell 02/23/16	City Resident 4	City Council	02/18
Bob Schnabel	City Resident 5	City Council	08/17
Ryan Belcher	City Resident 6	City Council	09/17
Cole Holocker	UMD Student 1	City Council	11/16
Adler Pruitt	UMD Student 2	City Council	09/17
VACANT	UMD Student 3	City Council	
Ian Henderson 02/23/16	UMD Student 4	IFC	02/18
VACANT	UMD Student 5	Nat'l Pan-Hell. Council, Inc. / United Greek Council	
Drew Hogg	Graduate Student	GSG Representative	09/17
VACANT	Student Co-Operative Housing	City Council	
Maj. Bill Alexander	PG County Police Dept.	PG County Police	
Bob Ryan	Director of Public Services	City Council	10/15
Jeannie Ripley	Manager of Code Enforcement	City Council	
Lisa Miller	Rental Property Owner	City Council	02/16
Richard Biffl	Rental Property Owner	City Council	02/16
Paul Carlson	Rental Property Owner	City Council	03/16
<p>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.</p>			

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
<p>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.</p>			

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
<p>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.</p>			

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

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

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