



CITY COUNCIL AGENDA

COUNCIL MEETING WILL BE ONLINE ONLY

Due to the COVID-19 precautions, the Council Meeting will be held online and is planned to be cablecast on Verizon 21, Comcast 71 and 996 and streamed to www.greenbeltmd.gov/municipaltv.

Resident participation:

Join Zoom Meeting

[https://us02web.zoom.us/j/81812063940?](https://us02web.zoom.us/j/81812063940?pwd=Q0UyQkFuS3R4OWVoWG42MTRLb3Z6QT09)

pwd=Q0UyQkFuS3R4OWVoWG42MTRLb3Z6QT09

Passcode: 736144

OR

Join By phone: (301) 715-8592

Meeting ID: 818 1206 3940

Passcode: 736144

Monday, November 9, 2020

8:00 PM

I. ORGANIZATION

1. Call to Order
2. Roll Call
3. Meditation and Pledge of Allegiance to the Flag
4. Consent Agenda - Approval of Staff Recommendations (Items on the Consent Agenda [marked by *] will be approved as recommended by staff, subject to removal from the Consent Agenda by Council.)

5. Approval of Agenda and Additions

II. COMMUNICATIONS

6. Presentations

- 6a. Introduction of City Treasurer

Suggested Action:

Ms. Ard will introduce the new City Treasurer and Director of Finance, Ms. Bertha Gaymon.

- 6b. Recognition Group - Update from Chesapeake Education, Arts, and Research Society (CHEARS) on Environmental Program

Suggested Action:

CHEARS is a non-profit organization that works on projects organized by volunteers to support efforts to foster the health of the Chesapeake Bay Watershed region. Maggie Cahalan, CHEARS Co-founder, and Carolyn Lambright-Davis, Environmental Educator, will present to Council an update on their environmental program during the Covid-19 pandemic.

- 6c. The Greenbelt COVID-19 Mask Makers

Suggested Action:

The Greenbelt COVID-19 Mask Makers received an award from The ARC Montgomery County for their donations of handmade masks. Council will acknowledge the contribution the Mask Makers made during the global pandemic. [The Arc Montgomery County Community, Staff and Volunteer Awards.pdf](#)

7. Petitions and Requests

8. * Minutes of Council Meetings

Suggested Action:

* Special Meeting, September 30, 2020

* Interview, October 28, 2020

[SM200930.pdf](#)

[INT201028.pdf](#)

9. Administrative Reports

- *10. * Committee Reports

10a. Forest Preserve Advisory Board Report # 2020-08 - (Notes from Public Scoping Workshop about Forest Preserve Trail Maintenance)

Suggested Action:

It is recommended that Council accept this report.

[FPAB Report to Council 2020-08.pdf](#)

III. LEGISLATION

11. Eviction Freeze Ordinance - 1st Reading

Suggested Action:

Council held a Public Hearing on November 5 to hear from the residents' comments on the proposed Eviction Freeze Ordinance introduced at the October 26 Regular Council meeting for first reading.

After the November 5 Public Hearing, Council held a Work Session to discuss further the Eviction Freeze Ordinance and the proposed legislation to freeze rent and late fees. There will be substantive modifications made to the original legislation introduced by Mayor Byrd on October 26 that will require a first reading. Council requested that the City Solicitor prepares an updated version of the legislation. Council anticipates receiving the ordinance on Monday, November 9.

Today, the City Council received draft legislation that individually addresses freezing evictions, rent, and late fees drafted by the City Solicitor.

Enclosed are the ordinances.

It will be recommended for introduction for first reading.

[GB Eviction Freeze Ordinance.pdf](#)

[GB Rent Freeze Ordinance.pdf](#)

[GB Late Fee Ordinance.pdf](#)

IV. OTHER BUSINESS

12. Submission of PY 47 (7/1/21-6/30/22) Community Development Block Grant (CDBG) Application

Suggested Action:

Reference: CDBG PY 47 Application Instructions

Applications to Prince George's County for Community Development Block Grant (CDBG) funds for Program Year 47 (7/1/21-6/30/22) are due on November 23, 2020. For PY 46, the City applied for, and anticipates receiving, \$154,570 for "Franklin Park Street Improvements" for roadwork on Edmonston Road.

Staff proposes to submit "Franklin Park Street Improvements" as the City's first priority for PY 47. This project proposes to resurface Springhill Drive from Cherrywood Lane to Springhill Lane. This project includes base repair and milling, replacement of curb & gutter and sidewalks, ADA compliant ramps and installation of bus stop improvements and landscaping improvements as needed. Staff anticipates seeking an estimated \$146,100 for this project.

Staff proposes to submit "Mental Health and Financial Wellness Program" as the City's second priority. Staff will seek \$50,000 in CDBG Public Service funding. This is the maximum amount an applicant can seek for the Public Service category.

If approved, CARES will hire two contractual mental health providers. One to work with low-income senior residents experiencing mental health issues and a second Spanish Speaking provider to work with low-income youth and families whose first language is Spanish. They will provide mental health services as well as connection to other resources.

The Spanish Speaking Contracted Service Provider and the existing Greenbelt CARES Delinquency Prevention Counselor will work together to offer the Getting Ahead program to increase the ability of individuals to rise out of poverty. Getting Ahead is a 16-session evidence-based curriculum that helps individuals in poverty build their resources for a more prosperous life for themselves, their families, and their communities. The Getting Ahead program would target English and Spanish speaking families living in Greenbelt who are facing financial struggles and living near, or in poverty. According to the census bureau, 9.3% of persons living in Greenbelt live below the poverty line. This is in line with poverty rate for Prince George's County which is 9.4% (US Census Bureau)

It is recommended Council approve submission of the PY 47 Applications as outlined above. It is further recommended that Council authorize the Mayor and/or City staff to execute any PY 47 CDBG Agreements and all other necessary documents in order to accept and implement this grant award.

[PY 47 Application Instructions.pdf](#)

13. Recognition Groups- Greenbelt Babe Ruth and Greenbelt Youth Baseball Little League

Suggested Action:

Reference:

PRAB Report #20-4, Babe Ruth Baseball, 10/21/2020

Greenbelt Babe Ruth Baseball Application

PRAB Report #20-5, Youth Baseball Little League, 10/21/2020

Greenbelt Youth Baseball Little League Application

It is recommended that Council approve the FY 2021 Recognition Groups applications for Greenbelt Babe Ruth Baseball and Greenbelt Youth Baseball Little League.

Council approval is sought.

[PRAB Report #20-4, Babe Ruth Baseball, 10/21/2020.pdf](#)

[Greenbelt Babe Ruth-Red.pdf](#)

[PRAB Report #20-5, Youth Baseball Little League, 10/21/2020pdf](#)

[Greenbelt Babe Ruth Baseball Application.pdf](#)

14. FY 2021 - FY 2026 Draft Consolidated Transportation Program

Suggested Action:

Reference: Memorandum with Attachments, T. Hruby, 11/4/20

The City has reviewed the Draft FY 2021 - 2026 Maryland Department of Transportation Consolidated Transportation Program (CTP). Staff attended the annual tour meeting on November 5, 2020.

The FY 2021-2026 Draft CTP totals a \$13.4 billion six-year capital budget, representing a \$2.9 billion reduction compared to the \$16.3 billion FY 2020-2025 CTP. The reduction of the CTP is directly related to revenue declines associated with the COVID -19 pandemic health crisis. The \$2.9 billion reduction reflects capital budget reductions of \$1.9 billion, as well as a \$98 million reduction in MDOT's 2020 operating budget. In terms of projects included in the CTP, there are not notable changes in road projects for the City. There continues not to be funding for the full interchange at Greenbelt Metro Station, MD 201 extended continues to be on hold, Phase 2 and 3 of the US 1 improvement project continues not to be funded, SCMAGLEV and the I-495 & I-270 Managed Lane Study continue to be funded and the Purple Line continues to move forward. Despite the MD-193 Greenbelt Road Streetscape Project being a transportation priority of the County and the City, the project continues to not be included in the CTP.

Staff recommends City Council transmit a letter to Transportation Secretary restating

the City Council's opposition to: the SCMAGLEV project, the Traffic Relief Plan (I-495 & I-270 Managed Lane Study), MD 201 Extended and the lack of funding for the Full Interchange at Greenbelt Metro Station project. Staff also recommends City Council request the MD 193 Greenbelt Road Streetscape Project (referred to as MD 193, Phase 1, US 1 to Hanover Parkway) be added to the CTP.

[Attachment C - 2020-2025_CTP_City_Letter.pdf](#)

[CTP FY 21-26 Revised Attachment B.pdf](#)

[Fina Draft CTP FY 2021-2026 Staff Memo.rtf](#)

[Transportation Priority FY21-26 CTP Letter-Attachment A.pdf](#)

15. Council Activities

16. Council Reports

*17. * Request to Extend the Greenbelt Archive Project's Lease

Suggested Action:

Reference: Greenbelt Archive Project's Updated Lease

The request is supported by the Recreation Department and an updated lease is attached for reference. The lease includes a COVID-19 Addendum.

Per her previous report to Council, the City Manager has signed the lease addendum.

Approval of this item on the consent agenda will indicate Council approval will ratify the extension.

[GAP agreement 2021.pdf](#)

*18. * Reappointments to Advisory Boards

Suggested Action:

Reference: Survey

Efra Levner has indicated her willingness to continue to serve on the Arts Advisory Board (AAB), and Keith Chernikoff has indicated his willingness to continue to serve on the Advisory Planning Board (APB).

Approval of this item on the consent agenda will indicate Council's intent to appoint them to a new term.

V. MEETINGS

Meetings

Suggested Action:

The City usually holds a Legislative Dinner meeting in early December. Council direction is sought regarding scheduling a virtual meeting with the City's State and County legislators in lieu of the annual meeting.

[meetings.pdf](#)

Stakeholders

[Stakeholder Schedule.pdf](#)

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Presentations

Agenda Section: COMMUNICATIONS

Subject:

Introduction of City Treasurer

Suggested Action:

Ms. Ard will introduce the new City Treasurer and Director of Finance, Ms. Bertha Gaymon.

Attachments:

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Presentations

Agenda Section: COMMUNICATIONS

Subject:

Recognition Group - Update from Chesapeake Education, Arts, and Research Society (CHEARS) on Environmental Program

Suggested Action:

CHEARS is a non-profit organization that works on projects organized by volunteers to support efforts to foster the health of the Chesapeake Bay Watershed region. Maggie Cahalan, CHEARS Co-founder, and Caroyln Lambright-Davis, Environmental Educator, will present to Council an update on their environmental program during the Covid-19 pandemic.

Attachments:

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Presentations

Agenda Section: COMMUNICATIONS

Subject:

The Greenbelt COVID-19 Mask Makers

Suggested Action:

The Greenbelt COVID-19 Mask Makers received an award from The ARC Montgomery County for their donations of handmade masks. Council will acknowledge the contribution the Mask Makers made during the global pandemic.

Attachments:

[The Arc Montgomery County Community, Staff and Volunteer Awards.pdf](#)

The Arc Montgomery County is a private nonprofit which provides daily direct support services to nearly 1,000 children, youth, adults, and seniors, **with and without disabilities**, and their families. A local chapter of The Arc, the largest organization in the world for people with intellectual and developmental disabilities (I/DD), we have proudly supported our community for over 60 years.

Our mission is to connect people of all ages and abilities with their communities to build inclusive and fulfilling lives by providing a continuum of services to best meet each person's needs.

- *Fully-inclusive child care with embedded preschool, special education, and nursing support*
- *Youth after-school and summer programming*
- *Work skills training and other employment services for adults with I/DD*
- *Community living support in the family home or at 30+ residential locations for adults with I/DD*
- *Family workshops, resource sharing and disability benefits counseling*
- *Coordination of respite care for unpaid, live-in caregivers of children/adults with disabilities and frail senior citizens*



7362 Calhoun Place, Rockville, MD 20855
301.984.5777 | www.TheArcMontgomeryCounty.org



COMMUNITY, STAFF & VOLUNTEER AWARDS

THURSDAY, OCTOBER 15, 2020

COMMUNITY AWARDS

Self-Advocate of the Year

Katie O'Connell

Presented to an individual with intellectual and developmental disabilities who resides in Montgomery County who has attained a personal achievement or demonstrated a contribution to his/her community.

When Katie O'Connell sets her mind to make something happen, she is relentless. She is not afraid to ask questions, press through obstacles, and stand up for herself and others, asking for assistance when needed. Katie knows what she wants and pursues it, soliciting input to ensure her performance is at a high standard. She is solution-orientation, and all about improving herself and her opportunities—the definition of a self-advocate.

Community Partner of the Year

Mask Makers & Helpers Greenbelt & Surrounding Areas

Presented to a community partner in either the public or private sector who has made a significant contribution to supporting The Arc Montgomery County's mission.

At the outset of the pandemic, organizations were desperate for PPE. Sisters Sarah Liska and Jenny Meetre created a system to provide handmade masks by coordinating volunteers to solicit supplies and sew, which benefited The Arc several times. The group even made masks with vinyl fronts so people with hearing impairments could lip read. Mask Makers & Helpers has distributed over 6,000 masks—a true community partner.

Public Service Award

Dr. Kenneth Feder

Presented to an individual, business, or organization in recognition of outstanding public service on behalf of people with intellectual and developmental disabilities.

On the same day Dr. Kenneth Feder presented a webinar about COVID-19 to DDA providers, The Arc experienced its first outbreak. Although an unfortunate coincidence, it tied together practical guidance on testing, staff training, and minimizing spread with the personal touch of Dr. Feder. He not only understands the science behind this virus—he also understands the human toll, and works tirelessly to support Maryland's provider community.

PRESIDENT'S VOLUNTEER SERVICE AWARD

The President's Volunteer Service Award is a national honor administered by the Points of Light Foundation which recognizes individuals who have achieved certain hours of volunteer service over a 12-month period (calendar year 2019). The level of award is based upon the age of the recipient and the total number of hours served.

Bronze Level

Evan Danecker
Calla Doh
Irene Figueroa
Isoko Motoma
Harrison Nchinda
Shelsey Vasquez
Natalie Wermers
Donald Wertz
Alex Yang

Silver Level

Harold Wertz

Gold Level

Robert Tievsky
Merlin Vasquez



PANDEMIC CHAMPION

Loida Prophet

Presented to an individual, business or community group which has clearly demonstrated extraordinary support for the organization during the COVID-19 pandemic. Support must be impactful and meaningful, with no expectation of personal/professional gain.

It's challenging to secure supplies for 37 locations, 119 people supported, and 500+ employees during a pandemic. Loida Prophet was tasked with ordering PPE, hand sanitizer, cleaning supplies, non-perishable items, and food for the entire organization, and when regular sources were closed or out of stock, she had to find creative solutions. She wasn't always able to secure exactly what people wanted, but Loida never failed to meet their needs.

FY2021 Board of Directors

Stephanie Katz—President, Raymond Davidson—Vice President, Mark Rittenberg—Treasurer, Philip Golrick—Secretary, Karen O'Connor—Past President, Constance Battle, Kerinne Browne, Flavia Favali, Kathy Ghiladi, John Gould, Lizette Hoffman, Ben Lopez, Aileen O'Hare, Aaron Malofsky, John Olenick, Michael Tadesse

Awards Selection Committee

Carrie Barrett, Mary Boylen, Doug Clarke, Kathy Ghiladi, Deborah Mark, Aileen O'Hare, Ed Stewart, Rosamond Thomas

VOLUNTEER AWARDS

Youth Volunteer of the Year

The Nchinda Family

Presented to an individual under age 18 who, over the past year, has exhibited exceptional commitment and volunteer efforts on behalf of people with intellectual and developmental disabilities.

The Nchinda family has been championing The Arc's mission for the past six years as volunteers at KFICCC, our inclusive childcare center. Lee Roy volunteered 427 hours of his time from 2013-15; Wesley volunteered 436 hours from 2014-17; and Harrison volunteered 372 hours from 2017-19. That totals 1,235 hours of service! But beyond just the hours, they have brought joy into the classrooms with their warm personalities and willing hands.

Volunteer of the Year

Josie Mark

Presented to an individual age 18 or older who, over the past year, has exhibited exceptional commitment and volunteer efforts on behalf of people with intellectual and developmental disabilities.

As the lock down lengthened, Josie Mark volunteered to coordinate a meal delivery initiative. She managed the entire project, which required careful communication and constant tracking to match volunteers with homes and to comply with everyone's dietary restrictions. Josie alerted staff of deliveries and ensured volunteers were acknowledged, creating a win/win by providing employees with a break from meal prep and volunteers with a way to take positive action.

Board Member of the Year

Philip Golrick

Presented to a member of The Arc Montgomery County Board of Directors who, over the past year, has exhibited exceptional commitment and volunteer efforts on behalf of people with disabilities.

Since Philip Golrick became Board Secretary, he has provided significant support as a consistent and effective leader, and provided critical guidance during key discussions. His work ethic and output clearly demonstrates a passion for The Arc's mission. Phil took on the challenging task of updating the bylaws, working with an attorney, leadership staff, and members of the Board to revise key governance guidelines for business operations.

Community Inclusion Award

Elma Galimba

Presented to an individual or community group which has clearly demonstrated a strong commitment to connecting people of all ages and abilities with their communities to build inclusive and fulfilling lives for everyone.

Elma Galimba founded Sunshine Projects in 2019 to connect people through music, art, and dance. When the pandemic closed programs for people with disabilities, Elma immediately pivoted Sunshine Projects to online classes. She created a way for people of all abilities to come together, be challenged with engaging interactive classes, and feel less isolated. When the community shut down, Elma opened new doors to connect people.

Philanthropist of the Year

Timothy Dennis

Presented to an individual or organization in recognition of significant philanthropic contributions to The Arc Montgomery County which embody joining together heart, hands, mind and wallet to support The Arc's mission.

When The Arc's homes went into lockdown overnight, we were desperate to secure PPE for our staff. Tim Dennis asked, "What can I do to help The Arc?" He immediately sprang to action and secured donations of hand sanitizer, gloves and masks. When his brother's house became COVID-positive, Tim donated funds to have the house disinfected and to provide meals for the residents and staff. His selfless actions have literally saved lives.



PANDEMIC CHAMPION

Maxine Reger

Presented to an individual, business or community group which has clearly demonstrated extraordinary support for the organization during the COVID-19 pandemic. Support must be impactful and meaningful, with no expectation of personal/professional gain.

Maxine Reger was always a favorite landlord—attentive, cooperative, and quick to respond to issues. Her recent email should have been notification of an expected rent increase. Instead, she wrote to say that she was putting the increase on hold and wanted to know what she could do for the women living in the home she rents to The Arc. When many people were vying for a financial advantage, Maxine thought of other people.

STAFF AWARDS

Employees of the Year

Presented to Direct Support Professionals whose behavior brings to life The Arc Montgomery County's mission of building inclusive communities, who has consistently gone above and beyond the expectations of his/her job description and who has demonstrated outstanding work on behalf of the organization, its staff, and the individuals we support.

Children & Youth Services

Elizabeth Edwards

Although her job is being a lead teacher, Elizabeth Edwards has always worked tirelessly in whatever capacity needed to ensure KFICCC thrives. This year, she personally shouldered many of the tasks required to reopen during the pandemic—ordering supplies, making calls, sending emails, packing, unpacking and organizing. Elizabeth also made “cheer bags” for the DSPs and delivered them, along with other supplies, to our group homes.

Inclusive Living Services

Alice Bannerman

Alice Bannerman is a giver. While totally focused on being an excellent caregiver, she also serves as a mentor for other staff. She makes everyone feel welcome and brings a sense of unity to the work environment. Alice's dedication to the people she supports is evident—she clearly loves her work! Throughout the pandemic, she has demonstrated extraordinary resilience and grace.

Inclusive Living Services

Muna Mansaray

As the 1:1 support staff for a person with disabilities and mental health concerns, Muna Mansaray has consistently demonstrated respect and patience, even during times of crisis. She has helped the person she supports learn to manage problems before they become overwhelming, thus enabling her to continue participating in a rich life in the community. Muna is viewed as true and trustworthy friend.

Employment & Meaningful Day Services

William Mfotiog

William Mfotiog consistently goes the extra mile. Throughout the pandemic, he has done an exceptional job ensuring work at the Rockville Library is completed, even though he has been short-staffed. He communicates well with his supervisor and has a positive impact on each member of his crew and their families. William takes a personal interest in each person he supports and matches his teaching style to their needs and capabilities.

Administration/Management

Carlos Barrios

Carlos Barrios holds a critical and unsung position as Maintenance Engineer. His high standards ensure quality outcomes, and he takes it upon himself to research new repair methods, saving the organization thousands of dollars. What makes Carlos extraordinary is not just the quality of his work, but the way he interacts with people supported. He is patient, kind and careful to explain why he is in their home and what he is doing.

Rising Star Award

Lynne Raden

Presented to an individual in his/her first year of employment who has gone above and beyond the expectations of his/her job description and has demonstrated outstanding work on behalf of the organization, its staff and the individuals we support.

Lynne Raden began her tenure during a tumultuous time, but has maintained her calming presence and laser focus on providing quality services. Her employees say she leads with kindness, friendship and respect for the staff, the children, and their families. Lynne is a welcome classroom presence who can deescalate a situation, comfort an upset child, and demonstrate new resource materials. Her knowledge and dedication is evident, but her praise of and concern for the staff is what sets her apart.



PANDEMIC CHAMPION

Jaya Musa

Presented to an individual, business or community group which has clearly demonstrated extraordinary support for the organization during the COVID-19 pandemic. Support must be impactful and meaningful, with no expectation of personal/professional gain.

When staff refused to work in COVID-19 positive homes, Jaya Musa became the “go-to” employee, covering their shifts in addition to performing his own team coordinator duties. He demonstrated how to correctly wear PPE, how to correctly wash hands and maintain other protocols, and how to maintain a positive attitude and flexibility. In taking personal responsibility for the homes he manages, Jaya truly leads by example.

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS

Subject:

* Minutes of Council Meetings

Suggested Action:

* Special Meeting, September 30, 2020

* Interview, October 28, 2020

Attachments:

[SM200930.pdf](#)

[INT201028.pdf](#)

SPECIAL MEETING OF THE GREENBELT CITY COUNCIL held Wednesday, September 30, 2020, to receive an update from the Comptroller Franchot's Office.

Mayor Byrd started the meeting at 7:01 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmett V. Jordan, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts (7:46pm) and Mayor Colin A. Byrd. Councilmember Leta M. Mach was unable to attend due to another meeting.

STAFF PRESENT WERE: David Moran, Assistant City Manager; Charise Liggins, Economic Development Coordinator; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also present were: Peter Franchot, Maryland Comptroller; Sharonne Bonardi, Deputy Maryland Comptroller; David Farkas, Acting Director of the Bureau of Revenue Estimates; Emily Gontrum, Intergovernmental Affairs; and others.

Mayor Byrd stated that the financial report was just released recently regarding the current status of the State of Maryland's fiscal situation that has been dramatically impacted by the COVID-19 pandemic.

Mr. Franchot introduced his staff and noted that Ms. Bonardi, Mr. Farkas, and several other employees in the Comptroller's Office worked hard on the new financial estimates for the State of Maryland. He stated that more than a million Marylanders applied for unemployment; and that there would be a significant drop in the State's economy. Mr. Franchot explained that Fiscal Year 2021 wasn't impacted significantly due to the \$2.2 trillion CARES Act Relief Plan. He stated the report that was just released was temporary and the final Revenue Estimate Report would be released by December 2020. The final report will show an anticipated downturn because there might not be a second stimulus package and there could be a resurgence of the virus during flu season. Mr. Franchot anticipates a billion-dollar deficit in this current fiscal year and the next if there isn't a Federal stimulus package.

Mr. Franchot stated that the State of Maryland reported a positive Fund Balance of \$585.8 million, at the end of the last fiscal year. He advised that he suggested to the Governor and the legislative leaders to release the funds for a Small Business Rescue and Stimulus Grant Program. Mr. Franchot explained the importance of the Small Business Rescue and Stimulus Grant Program and suggested that Council send a letter to the Governor requesting his support for this grant program. Mr. Franchot indicated economic recovery could take up to four years and the State should not commit to any new taxes.

Mr. Franchot noted that the Comptroller's Greenbelt Office on Golden Triangle Drive has reopened by appointment only. He noted that the Comptroller's Office regulates the Petroleum, Alcohol, Tobacco Industries and reported there has been a massive decline in vaping in young people due to the COVID-19 pandemic.

Ms. Bonardi stated the agency had processed more tax returns, has been responsive to taxpayers' needs, and continued customer services appointment via appointments. She explained that technologies have been deployed to employees to answer taxpayers' calls remotely. Ms. Bonardi noted that the Comptroller's Office is a member of the Federation of Tax Administrators

and led the charge for the Department of Revenue to ensure all employees are safe and following all the COVID-19 protocols.

Mr. Farkas provided an update on the forecast of the State of Maryland Economy. He noted that the prediction is based on the response from the Federal government and the continuation of support of fiscal policies. Mr. Farkas stated that State Sales Taxes didn't fall as much as forecasted in May. He stated there will be a slow down on wage growth as the year continues and anticipated that the revenue growth will get worst.

In response to a question asked by Ms. Davis, Mr. Franchot noted that he was unsure about what was happening with the Highway User Grant Program. He stated it is a very important program, should be funded and is very important to a community like Greenbelt. Mr. Franchot noted the Highway User Grant Program was included in a potential cut that the State Legislators would have to vote on.

Ms. Davis asked if the Federal Government doesn't give a stimulus relief to cities and states, could the State give a stimulus to the cities. Mr. Franchot responded that he liked the idea of smaller municipalities receiving funds from the State of Maryland Rainy Day Fund, which is currently \$1.2 billion.

Ms. Davis informed Mr. Franchot that the City of Greenbelt is opposed to the widening of the Beltway and hoped the State of Maryland would publicly oppose the Maglev and favor the No-Build Option. Mr. Franchot responded that he liked the monorail and they are studying that in regards to the Beltway Widening Project. In response to a question asked by Mr. Franchot, Ms. Davis answered that the Maglev impacts quite a bit of Prince George's County and the Laurel area.

Mr. Jordan suggested including nonprofits when discussing the State of Maryland Small Business Rescue and Stimulus Program. He explained the City owns the Old Greenbelt Theater but a nonprofit runs the day to day operation. It is struggling and wasn't able to apply for any of the relief programs. Mr. Franchot advised he will follow-up with Mr. Jordan regarding a nonprofit organization that has sent a letter to Governor Hogan.

In response to a question asked by Mr. Jordan, Mr. Franchot answered the Purple Line is 40% complete. He stated that the State of Maryland is in negotiations with the subcontractors, the project completion schedule has been extended an extra year, and the State of Maryland might have to partner with Washington Metropolitan Area Transit Authority (WMATA) to complete the project. Mr. Franchot requested that his staff send Mr. Jordan the briefing materials on the Purple Line.

The meeting ended at 7:55 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, October 28, 2020, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmett V. Jordan (7:42 pm), Leta M. Mach, Edward V. J. Putens, Rodney M. Roberts and Mayor Colin A. Byrd. Councilmember Silke I. Pope was unable to attend. Mayor Byrd left the meeting at 7:43 pm.

Staff member present were: Bonita Anderson, City Clerk.

Jessica Stewart was interviewed for appointment to the Forest Preserve Advisory Board.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section: COMMUNICATIONS

Subject:

* Forest Preserve Advisory Board Report # 2020-08 - (Notes from Public Scoping Workshop about Forest Preserve Trail Maintenance)

Suggested Action:

It is recommended that Council accept this report.

Attachments:

[FPAB Report to Council 2020-08.pdf](#)

FOREST PRESERVE ADVISORY BOARD
REPORT TO COUNCIL

Report # 2020-08

SUBJECT: Notes from Public Scoping Workshop about Forest Preserve Trail Maintenance, September 12, 2020, conducted via Zoom.

DATE:

City participants: Pat Hillman, David Shapiro, Susan Barnett, Julie Arbutus (for GNR), Lin, Kathleen Bartolomeo and Catherine Plaisant

Forest Board Members: John Paul Schmit, Damien Ossi, Owen Kelley, Bryan Bruns, Valerie Elliot, Donna Hoffmeister and Susan Gregersen

Issues and suggestions:

Get rid of

- Straight-line trails, gully trails in storm water drainage patterns, e.g., 5 Plateau
- Trails that are consistently muddy

Close the eagle bridge trail

For Muddy trails use trees already cut down to create lily-pad-like log cross-sections, which deteriorate on their own; walkers circumventing muddy trails can destroy orchids and other species.

Make sure Park Rangers' concerns, as reported to Public Works, get conveyed to the Forest Preserve.

Address the city's storm water management issues, e.g., top of Canyon Creek.

Find a way to guide/train and recruit trail walkers who will report issues in the Forest Preserve.

Establish a reporting system so trail walkers can easily report problems.

- Trail walkers could send mobile phone images and comments to forestpreserve@greenbeltmd.gov, image will be geotagged, if location is activated, use <https://what3words.com/products/what3words-app/> or QR codes
- Track problems on the Forest Preserve city website page (accessible by trail watch people) with trail grids, via a Google doc, try out for 6 months

Signage at trail heads similar to new GHI sign that could be updateable with

- please stay on the trail
- instructions on how to report problems
- advice about sensitive areas that are candidates for rerouting
- require hikers to remove dog poop
- caution about ticks and other liabilities
- detailed map
- advise people not to cut and move tree trunks but, perhaps, to report them

Collaborate with the GHI Storm Water Management Taskforce (V. Beth Kuser Olsen, Ben Fishler, Jim Cohen)

Create ways to educate the community about good stewardship while hiking and to help curb renegade maintenance.

Have directional signs within the woods as an aid for people afraid of getting lost.

Path at Ridge and Lastner Lane is private property, not Forest Preserve.

Catherine Plaisant volunteered to devise a trail problem log with input from Susan Barnett.

Public Comments via email

Donn Ahearn wrote on September 10:

1. It's important to remember the difference between the forest preserve and, say, Buddy Attick Park. The language establishing the preserve likens it much more to a federal wilderness area than to a public park. One could even say it is more stringent; wilderness areas have networks of formally maintained trails. (And allow fires, camping and pack stock.) People wanting the amenities of a public park have choices here; the forest preserve does not have to be one of them. It was set aside
2. My concern about formalizing trails - in any way - is that this has the inevitable consequence of increasing use, if only due to the public information and education that would be required for the changes to have the desired impacts laid out in chapter 3.1 of the stewardship guidelines. I have been consistently surprised at how few people I see in the preserve. I view this as a good thing. There certainly does not seem to be any latent demand for preserve use. I don't believe that any act that by its very nature increases use of the preserve is in consonance with the preserve's purpose. I view designation of trails - regardless of the level to which they are maintained - as just such an act.
3. People drawn to the preserve and then getting lost on trails will increase pressure to further formalize them, e.g., by waymarking. With liability inevitably being at issue
4. Yes, I have serious issues with the pumpkin walk, but we'll leave that.) (although I would personally suggest moving it somewhere else. What would be wrong with the lake path? That is a seriously incompatible use with the preserve, but not with the park.)
5. Although I have seen questionable acts of maintenance (the diving board; a formal memorial bridge, among others), I believe that the "informal culture of use" cited in the stewardship guidelines (The phrase may not have been preserved in the 2019 update) is largely working and should be maintained. I base this on the extremely low level of use I personally have experienced and on my impression that the informal trail network is "substantially unnoticeable," to borrow a phrase from the Wilderness Act, because generally speaking a trail is only noticeable when one is on it.
6. Many informal trails used by few are, to me, preferable to a few formal trails used by many. Concentrating use is not an improvement when it also increases use disproportionately. One must keep in mind that informal trails will continue to be used. The "informal culture of use" will not just die out. Nor go away when it is told to.
7. The small size of forest preserve units, and their separation, means that increases in use will be disproportionate at low levels. In other words: increasing a little will be increasing a lot.
8. Providing for human use should be a very low priority. By the very nature of the preserve and what people who know of it expect of it, what knowledgeable people go to these places to find will not be improved by increasing the number of people. What people not as knowledgeable *expect* will inevitably increase in importance.
9. Increasing the perception that the preserve is a park for human use, which formalizing trails in any way definitely does, increases the perception, that will become increasingly vociferous and thus influential with time, that the experience needs to be "improved."
10. Increases in use will mean increases not just in human but also in animal traffic, e.g., dogs and other pets. This will become deleterious (waste, wildlife/visitor harassment) at *very* low levels.
11. My personal opinion is that the "mixed results for the environment" mentioned on page 13 of the stewardship guidelines have generally canceled each other out at worst. Many trails exist but for the most part lie lightly on the land. And they are, as I have previously observed, very little used (at least in my experience) given their accessibility.
12. The preserve has done remarkably well with a minimum of meddling. I would prefer personally to see that continue.

13. Not sure how this can fit into the conversation but I think it is part of it: posters on Facebook pages like Greenbelters and Greenbelt Biota should definitely not specify directions or locations when it comes to natural phenomena on the preserve. I noticed a substantial increase in trail usage when the gizzard shad spawned earlier this year. Those of us that post on social media and elsewhere need to be sensitive to that and spread the word to our compadres.

Peggy Eskow wrote on September 11:

I am writing regarding the article about the upcoming meeting of the FPAC in the August 27th issue of the News Review. I commend the committee for creating a Master Trails Plan, but am curious as to why official designated trails would not be blazed. It seems to me that blazing the official trails would serve to discourage the use of unofficial trails. What is the reasoning behind this decision?

John Ausema wrote on August 28:

Hello, I am responding to the article that was published in the Aug 20 News Review about the trails plan process for the forest preserve. I won't be able to attend the meeting on Sept 10, so I want to provide some comments. Also, if there is a mailing list for updates, please add me to the mailing list.

I think the trail system should be maintained to a relatively high standard. Trees that cross the path should be cut and moved aside. Vines or branches that encroach on the trail should be cut back (though not severely, as to create a 10-foot wide trail - it just needs to be wide enough for single-file walking). Sections that are subject to erosion should be re-routed. Sections that are frequently muddy should be addressed by adding draining or stepping stones (these can be made with tree sections too - there is a good example on the perimeter trail in Greenbelt Park). I am not sure if bridges are needed anywhere in the preserve, but they should not be ruled out if they would reduce user impacts (e.g. erosion caused by people hopping across stream channels).

I don't think any of these types of maintenance should be considered inappropriate in the Forest Preserve, even though there is a desire to keep the preserve as natural as possible. Failing to maintain the trails means that people will create their own detours, which will cause more damage. Even in federal wilderness areas, trail maintenance is done - the primary restriction is that power tools can't be used.

I think it would be worthwhile to explore using a volunteer maintenance model, perhaps supplemented with city staff when necessary. We have a strong ethic of volunteerism in Greenbelt, and I am sure people would step forward. This model has been very successful in National Parks in our area, which work with the Potomac Appalachian Trail Club to do trail work.

I think there should also be consideration given to creating signage and a map. Doing so would encourage use, and more users will create more of an ownership for the trail system and surrounding forest/wetlands. Which means more people will be likely to oppose development threats, such as the current Maglev route.

Finally I think there should be consideration of creating a better loop system for the trails. It would be nice, for example, if someone could enter/exit the trail system behind the elementary school or at the BARC gate on Research Rd (if there is right of way available there). Likewise a connection from the area near the GHI offices to the Spellman Overpass trail would be beneficial. The article proposed a loop in the Belle Point tract, which I think sounds like a good idea too.

Catherine Plaisant wrote on September 9:

In preparation for Saturday's trail workshop I started jotting some comments, but then I reread portions of the 2019 GFP Guidelines doc and it clarified a lot of things (nice document by the way). For example I had forgotten about the Northwood being the less "managed", or the idea of designating sensitive parts of the trails - where more protections are needed (e.g. zero trail widening I hope).

If we want a useful workshop I think people should have read the section on trails before the meeting OR at least hear a summary of " 3.2. Trail-specific Stewardship".

My early two cents on 2 issues, and I have the Northwoods in mind because that is what I use.

Barrier definitions:

The guidelines says "Plan will also indicate which trails are easy to use and barrier-free"

I don't think we can designate "barrier free" trails. All trails will have SOME barriers for SOME users. Describing the trails with a list of known possible barriers is more useful and realistic, so people can choose trails appropriately, or that they may have to stop and turn around (and not complain to you about trail maintenance!).

All trails will have tick and poison ivy, logs across the trails, occasional slippery-ness, and possible treefall as barriers. Crowd sourcing that input may be cool.

Maintenance:

Before we can discuss maintenance we need to know how much effort the town (or even volunteers) are ready to commit.

Let's be realistic. The GHI woodland committee struggles to find volunteers (despite the fact that they only have very few work sessions), and even more to find volunteers with expertise in trail maintenance or plant ID Trail.

Trail adoption and reporting may be more effective: one person who uses the trail regularly reports issues to the city. e.g. I am happy to adopt the section of Northwoods West of Canyon creek, but I feel strongly that some mechanism should be in place for rapid-review of what the volunteer thinks should be done (e.g. cutting a fallen tree, or widening a path) before the volunteer does ANY intervention himself/herself. No clue about the liability issues regarding volunteers cutting anything themselves but I bet it is important.

When I reported a tree fall (covered with poison ivy) to GHI nothing happened so after a few weeks we ended up doing the minimum on our own because we were confident that we could do it safely. I am not sure anything different will happen with the city unless there is a clear commitment to reply within a certain time period and at least provide guidance...

So as a potential volunteer I propose that the GFP should :

- Designate a city point of contact (i.e. a person)
- Request video reports + mapping of location from volunteers to facilitate review by the city
- Make the list of requests and planned interventions public - or at least visible to all volunteers and the board (e.g. a Google doc seems fine)
- Provide rapid feedback to volunteers (and state clearly what the timing will be, e.g. weekly? or monthly?)
- Create a mailing list (or other mechanism) for volunteer support and coordination
- Request volunteers to document their work and observations and submit informal reports (e.g. annually?)

Most of the time getting approval and guidance will be all that is needed for volunteers to intervene. Leaving volunteers do what they want is likely to lead to problematic uncoordinated interventions. On the other end of the spectrum: sending reports in a black hole is demoralizing for volunteers.

Having a plan for dealing with exceptions (e.g. when does the city point of contact need to consult the board for input?) and possibly enforcement mechanisms (e.g. can a volunteer be asked to stop?) may be needed...

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: LEGISLATION

Agenda Section: LEGISLATION

Subject:

Eviction Freeze Ordinance

- 1st Reading

Suggested Action:

Council held a Public Hearing on November 5 to hear from the residents' comments on the proposed Eviction Freeze Ordinance introduced at the October 26 Regular Council meeting for first reading.

After the November 5 Public Hearing, Council held a Work Session to discuss further the Eviction Freeze Ordinance and the proposed legislation to freeze rent and late fees. There will be substantive modifications made to the original legislation introduced by Mayor Byrd on October 26 that will require a first reading. Council requested that the City Solicitor prepares an updated version of the legislation. Council anticipates receiving the ordinance on Monday, November 9.

Today, the City Council received draft legislation that individually addresses freezing evictions, rent, and late fees drafted by the City Solicitor.

Enclosed are the ordinances.

It will be recommended for introduction for first reading.

Attachments:

[GB Eviction Freeze Ordinance.pdf](#)

[GB Rent Freeze Ordinance.pdf](#)

[GB Late Fee Ordinance.pdf](#)

Introduced:
1st Reading:
Passed:
Posted:
Effective:

ORDINANCE NUMBER XXXX

CITY OF GREENBELT EVICTION FREEZE
ORDINANCE

WHEREAS, the spread of COVID-19 is likely to result in loss of work and loss of income for some residents of Greenbelt, which may impact their ability to pay for rental housing, potentially resulting in loss of housing due to eviction; and

WHEREAS, as result of the tremendous hardship which many residents of Greenbelt have suffered as a result of the recent health and economic events; and

WHEREAS, the City of Greenbelt adopts this temporary Ordinance to assist those residents of Greenbelt with their rental issues, on a temporary basis. NOW, THEREFORE,

BE IT ORDAINED the City Council of Greenbelt adopts this Eviction Freeze to provide that between the date of this adoption and December 31, 2021, that there shall be an Eviction Freeze during this time which landlords are prohibited from filing for Evictions for failure to pay rent only. This Ordinance does not apply to any other potential cause of action other than failure to pay rent. As indicated, this Ordinance shall last for a period as stated herein to assist tenants and shall automatically expire as of the date indicated herein. Waivers of this Ordinance may be reviewed by the City Council. Landlords who violate this Ordinance shall be subject to a separate municipal violation of Five Hundred (\$500.00) Dollars for each day for each separate violation.

BE IT FURTHER ORDAINED by the Council of the City of Greenbelt that this ordinance shall become effective immediately upon its passage.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of _____, 2020.

Colin A. Byrd, Mayor

ATTEST:

Bonita Anderson, City Clerk

Ordinance No.
XXXX Page I of
I

Introduced:
1st Reading:
Passed:
Posted:
Effective:

ORDINANCE NUMBER XXXX

CITY OF GREENBELT RENT INCREASE FREEZE
ORDINANCE

WHEREAS, the spread of COVID-19 is likely to result in loss of work and loss of income for some residents of Greenbelt, which may impact their ability to pay for rental housing; and

WHEREAS, as result of the tremendous hardship which many residents of Greenbelt have suffered as a result of the recent health and economic events; and

WHEREAS, the City of Greenbelt adopts this temporary Ordinance to assist those residents of Greenbelt with their rental issues, on a temporary basis. NOW, THEREFORE,

BE IT ORDAINED the City Council of Greenbelt adopts this Rent Increase Freeze to provide that between the date of this adoption and December 31, 2021, that there shall be a Rent Increase Freeze during this time which landlords are prohibited from increasing the rent on tenants for apartment complexes or ownership of apartments of more than 10 units. As indicated, this Ordinance shall last for a period as stated herein to assist tenants and shall automatically expire as of the date indicated herein. Waivers of this Ordinance may be reviewed by the City Council. Landlords who violate this Ordinance shall be subject to a separate municipal violation of Five Hundred (\$500.00) Dollars for each day for each separate violation.

BE IT FURTHER ORDAINED by the Council of the City of Greenbelt that this ordinance shall become effective immediately upon its passage.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of _____, 2020.

Colin A. Byrd, Mayor

ATTEST:

Bonita Anderson, City Clerk

Ordinance No .
XXXX Page I of
I

Introduced:
1st Reading:
Passed:
Posted:
Effective:

ORDINANCE NUMBER XXXX

CITY OF GREENBELT LATE FEE FREEZE
ORDINANCE

WHEREAS, the spread of COVID-19 is likely to result in loss of work and loss of income for some residents of Greenbelt, which may impact their ability to pay for rental housing; and

WHEREAS, as result of the tremendous hardship which many residents of Greenbelt have suffered as a result of the recent health and economic events; and

WHEREAS, the City of Greenbelt adopts this temporary Ordinance to assist those residents of Greenbelt with their rental issues, on a temporary basis. NOW, THEREFORE,

BE IT ORDAINED the City Council of Greenbelt adopts this Late Fee Freeze to provide that between the date of this adoption and December 31, 2021, that there shall be a Late Fee Freeze during this time which landlords are prohibited from imposing any late fees on rent on tenants for apartment complexes or ownership of apartments of more than 10 units. As indicated, this Ordinance shall last for a period as stated herein to assist tenants and shall automatically expire as of the date indicated herein. Waivers of this Ordinance may be reviewed by the City Council.

BE IT FURTHER ORDAINED by the City Council for the City of Greenbelt that rental apartment complexes and/or property managers shall provide the Greenbelt planning department and Greenbelt CARES department by the 5th of every month, a report as to the number of tenants within the apartment complex within the City of Greenbelt, that are 60 days or more behind on rent payments. Said report may be sent by email in the customary format for such data by the apartment complex and/or property manager.

BE IT FURTHER ORDAINED by the City Council of the City of Greenbelt that Landlords who violate this Ordinance shall be subject to a separate municipal violation of Two Hundred (\$200.00) Dollars for each day for each separate violation.

BE IT FURTHER ORDAINED by the Council of the City of Greenbelt that this ordinance shall become effective immediately upon its passage.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of _____, 2020.

Colin A. Byrd, Mayor

ATTEST:

Bonita Anderson, City Clerk

Ordinance No .
XXXX

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: David Moran

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Submission of PY 47 (7/1/21-6/30/22) Community Development Block Grant (CDBG) Application

Suggested Action:

Reference: CDBG PY 47 Application Instructions

Applications to Prince George's County for Community Development Block Grant (CDBG) funds for Program Year 47 (7/1/21-6/30/22) are due on November 23, 2020. For PY 46, the City applied for, and anticipates receiving, \$154,570 for "Franklin Park Street Improvements" for roadwork on Edmonston Road.

Staff proposes to submit "Franklin Park Street Improvements" as the City's first priority for PY 47. This project proposes to resurface Springhill Drive from Cherrywood Lane to Springhill Lane. This project includes base repair and milling, replacement of curb & gutter and sidewalks, ADA compliant ramps and installation of bus stop improvements and landscaping improvements as needed. Staff anticipates seeking an estimated \$146,100 for this project.

Staff proposes to submit "Mental Health and Financial Wellness Program" as the City's second priority. Staff will seek \$50,000 in CDBG Public Service funding. This is the maximum amount an applicant can seek for the Public Service category.

If approved, CARES will hire two contractual mental health providers. One to work with low-income senior residents experiencing mental health issues and a second Spanish Speaking provider to work with low-income youth and families whose first language is Spanish. They will provide mental health services as well as connection to other resources.

The Spanish Speaking Contracted Service Provider and the existing Greenbelt CARES Delinquency Prevention Counselor will work together to offer the Getting Ahead program to increase the ability of individuals to rise out of poverty. Getting Ahead is a 16-session evidence-based curriculum that helps individuals in poverty build their resources for a more prosperous life for themselves, their families, and their communities. The Getting Ahead program would target English and Spanish speaking families living in Greenbelt who are

facing financial struggles and living near, or in poverty. According to the census bureau, 9.3% of persons living in Greenbelt live below the poverty line. This is in line with poverty rate for Prince George's County which is 9.4% (US Census Bureau)

It is recommended Council approve submission of the PY 47 Applications as outlined above. It is further recommended that Council authorize the Mayor and/or City staff to execute any PY 47 CDBG Agreements and all other necessary documents in order to accept and implement this grant award.

Attachments:

[PY 47 Application Instructions.pdf](#)



Angela D. Alsobrooks
County Executive

INSTRUCTIONS

PROGRAM YEAR 47

CDBG APPLICATION

(July 1, 2021 – June 30, 2022)



Prince George's County
Department of Housing
& COMMUNITY DEVELOPMENT
Estella Alexander, Director

Opening
Date:

October 22,
2020

Closing
Date:

November
23, 2020 at
5:00 p.m.



Cover Designed by:

Jasmine Wilson
SYEP Intern 2019

"Prince George's County Affirmatively Furthering Fair Housing"

Table of Contents

CDBG General Requirements		2
Obtaining a Duns Number		3
Completing the Application Form		4
Section I Instructions and Forms		
Part I	Project Summary	4
Part II	Meeting a National Objective	4
Part III	Meeting the County’s Objective.	6
Part IV	Program Objectives and Project Beneficiaries	6
Part V	Organization Experience and Capacity	7
Part VI	Organization Collaboration and TNI	7
Part VII	Outcome and Performance Measurement	7
Part VIII	Budget	7
Part IX	Supplemental Budget	8
	-Conflict of Interest	8
Part X	Activity Schedule	8
	Multi-Year Projects	8
Section II	Eligible Activities and Criteria by Category	9
	<i>HUD Matrix Codes</i>	14
Section III	Definition of Terms	15
Section IV	HUD/CDBG Income Limits	17
Section V	Frequently Asked Questions	18
Section VI	Evaluation Criteria	21

County employees other than those performing critical functions are teleworking during the Coronavirus pandemic.

CDBG GENERAL REQUIREMENTS

Please address each section completely. **Incomplete applications will be considered ineligible.** Provide only the essential information needed to evaluate your request. **Please do not return these instructions with your application.**

To be considered for Community Development Block Grant (CDBG) funding, the proposed project must meet one of the three national objectives of the CDBG Program:

- 1. Provide benefit to low- and moderate-income persons or households, either directly or through a project of area-wide benefit;**
- 2. Prevent or eliminate slums or blight; or**
- 3. Address an urgent need related to a natural disaster, such as a major flood.**

To meet the prevention or elimination of slums or blight national objective, the proposed project must meet the State or County definition of a slum, blighted, deteriorated or deteriorating area.

In addition, applications are not currently being accepted for urgent need projects, which must respond to natural disasters as declared by the County Executive.

If proposing more than one activity, submit each proposal on a separate application, identified by priority number(s). Due to funding limitations, it is likely that only the number one ranked proposal will be considered for funding.

Funded activities should be ready to start July 1, 2021 and be completed within one (1) to eighteen (18) months. **For construction projects only** -- If completion in a one to 18-month period is not possible, the activity should be divided into phases that can be completed and financed in subsequent one-year periods not to exceed two (2) years.

The CDBG program operates on a **reimbursement basis only**. If an application is approved for funding and the agency receives its fully executed Operating Agreement (contract), the agency must spend its own funds first. A requisition form requesting reimbursement can then be submitted to the Department of Housing and Community Development (DHCD). Reimbursement requests **must** contain back-up documents confirming that expenditures were for activities described in the Operating Agreement. Undocumented expenditures will not be reimbursed. Reimbursements will be issued **ONLY** for encumbrances or commitments that occurred **AFTER** the effective date of the Environmental Review Approval and the Operating Agreement.

The CDBG application form is provided by e-mail and via the County's website at <http://www.princegeorgescountymd.gov/sites/DHCD/Resources/NoticeOfFundingAvailability/Pages/default.aspx>

Application must be typed. Hand written applications are deemed ineligible for consideration. Do not use forms from prior years or change the application verbiage (unauthorized changes to the application may disqualify applicant). Do not include covers of any kind. Send the completed application (signed) and attachments via email to CDBGCPD@co.pg.md.us before the deadline Monday, November 23, 2020 at 5:00 P.M.

Application received after 5:00 P.M. will not be considered.

Email Address: CDBGCPD@co.pg.md.us

Hours: 8:00 a.m. to 5:00 p.m.

County employees other than those performing critical functions are teleworking during the Coronavirus pandemic.

Obtaining a DUNS Number:

The Federal government requires that all applicants for Federal grants and cooperative agreements with the exception of individuals other than sole proprietors have a Data Universal Numbering System (DUNS) number. The Federal government will use the DUNS number to better identify related organizations that are receiving funding under grants and cooperative agreements, and to provide consistent name and address data for electronic grant application systems.

Obtaining a DUNS number is absolutely **free** for all entities doing business with the federal government, including grant and cooperative agreement applicants/prospective applicants. Should you need to obtain a DUNS number or inquire if you already have a DUNS number, please call the dedicated toll-free DUNS number request line at 1-866-705-5711 or visit the website at <http://www.grants.gov/applicants/requestdunsnumber.jsp>.

You will need to provide the following information to obtain a DUNS number:

- Legal Name
- Headquarters name and address for your organization
- Doing business as (DBA) or other name by which your organization is commonly known or recognized
- Physical Address, City, State, and Zip Code
- Mailing Address (if separate from Headquarters and/or physical address)
- Telephone Number
- Contact Name and Title
- Number of Employees at your physical location

[THIS SECTION INTENTIONALLY LEFT BLANK]

COMPLETING THE APPLICATION FORM

The following includes instructions for properly completing this application, basic requirements and eligible activities, definitions of terms, HUD/CDBG income limits, the HUD's goals and objectives, the type of projects and activities eligible to receive CDBG funds, and frequently asked questions about the CDBG program.

SECTION I: INSTRUCTIONS AND FORMS

PART I. Project Summary

Provide a summary project description in about 100 words. Be sure to include the key points or highlights of the project, including:

- The number and type of low- and moderate-income people expected to be served (e.g., 50 at-risk children, 20 persons with disabilities, 10 homeless individuals);
- The location of the project, by address or geographic boundaries;
- The HUD goal and objective of the project;
- The total amount of funds requested; and
- How you plan to measure the performance of the project.

Please answer the following questions:

- Who is undertaking the project?
- What specific activities are proposed?
- Where is the proposed action located?
- When/How Long will the proposed action last/occur?
- Why is this project being considered?

PART II. Meeting a National Objective

Meeting a National Objective

In order to be eligible for funding, every CDBG-funded activity must qualify as meeting one of the three national objectives of the program. This requires that each activity, except those carried out under the basic eligibility categories of Program Administration, Planning and Non-profit Organization Capacity Building, meet a specific test for either:

- Benefitting low- and moderate-income persons,
- Preventing or eliminating slums or blight, or
- Urgent Needs.

Benefitting Low and Moderate-Income (L/M) Persons

- L/M Income Limited Clientele Activity – provides benefits to a specific group of persons rather than everyone in an area. At least 51 percent of the beneficiaries of the activity must be low and moderate-income persons. Priority is given to applications that serve 100 percent low and very low-income clients. See the Attachment entitled “HUD/CDBG INCOME LIMITS EFFECTIVE JUNE 28, 2019” Certain project beneficiaries are presumed to be of low and/or moderate income: the homeless, the elderly, abused children, illiterate persons, immigrants and persons with disabilities.

- L/M Income Job Activity – provides benefits to L/M persons in the creation or retention of jobs. This includes activities designed to create or retain permanent jobs where at least 51 percent of the jobs, computed on a full-time equivalent basis, involve the employment of low and moderate-income persons.
- L/M Income Area Benefit Activity – provides benefits to all residents of an area which is primarily residential. In order to qualify as addressing the national objective of benefit to L/M income persons on an area basis, an activity must meet the identified needs of L/M income persons residing in an area where at least 51 percent of the residents are L/M income persons. The benefits of this type of activity are available to all residents in the area regardless of income.
- L/M Income Housing Activity – provides benefits to households, not persons. An activity which assists in the acquisition, construction, or improvement of permanent residential structures may qualify as benefitting L/M income persons only to the extent that the housing is occupied by L/M income persons.

Preventing or Eliminating Slums or Blight - addresses either “spot” blight or a larger blighted area. The project must meet the State or County definition of a slum, blighted, deteriorated or deteriorating area. The County’s definition is as follows:

- Blighted Area: Areas in which the majority of buildings have declined in productivity by reason of obsolescence, depreciation or other causes to an extent they no longer justify fundamental repairs and adequate maintenance.
- Slum Area: Any area where dwellings predominate, which, by reasons of depreciation, overcrowding, faulty arrangement or design, lack of ventilation, light or sanitary facilities, or any combination of these factors, are detrimental to the public safety, health or morals.

To qualify for funding on a slum/blight area wide basis, the area in which the activity occurs must be designated as slum or blighted. The following tests apply:

- The designated area in which the activity occurs must meet the definition of slum, blighted, deteriorated or deteriorating area under state or local law;
- Additionally, the area must meet either one of the two conditions specified below:
 - Public improvements throughout the area are in a general state of deterioration; or
 - At least 25 percent of the properties throughout the area exhibit one or more of the following:
 - Physical deterioration of building/Improvements;
 - Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial building;
 - Significant declines in property value or abnormally low property values relative to other areas in the community; or
 - Known or suspected environmental contamination.

CDBG Applications are not being accepted for the slum and blight category in PY46. For further information please contact Ms. LeShann Murphy by e-mail at lbmurphy@co.pg.md.us.

Urgent Needs – must be designed to alleviate existing conditions which pose a serious and immediate threat to the health or welfare of the community which are of recent origin or which recently became urgent, that the applicant is unable to finance the activity on its own, and that other sources of funding are not available. The County Executive must declare any projects as meeting an “urgent need”. Applications are not being accepted for this category at this time.

PART III. Meeting the County's Goals and Addressing Priority Needs

CDBG funds can only be used for activities that fall under an authorized category of basic eligibility. The CDBG activities must be consistent with the priority needs and goals in the County's approved 2021 – 2025 Consolidated Plan. The following table highlights the County's FY 2021 - 2025 program goals. Applicants are required to describe how the proposed project will meet the County's goals and address a priority need by selecting at least **one** Goal and **one** Need per application.

Goal Number	Goal Name	Start Year	End Year	Needs Addressed	Goal Outcome Indicator
1	Stabilize and improve rental properties	FY21	FY25	Affordable Housing Preservation	105 rental units rehabilitated *
2	Increase supply of accessible and affordable homes	FY21	FY25	Affordable Housing Preservation	200 households served *
3	Prevent displacement of long-time residents	FY21	FY25	Affordable Housing Preservation	200 rental units rehabilitated; 110 households served
4	Support independent living for seniors and persons living with disabilities	FY21	FY25	Affordable Housing Preservation	300 households served*
5	Support persons experiencing homelessness	FY21	FY25	Affordable Housing	885 persons or households supported*
6	Increase access to job training and economic development assistance	FY21	FY25	Economic Development	45 jobs created; 20 businesses assisted
7	Improve quality of life / livability	FY21	FY25	Public Service	114,000 persons assisted; 5 public facilities supported
8	Support high-quality public infrastructure improvement	FY21	FY25	Public Facilities and Infrastructure	114,000 persons assisted

*Goal outcomes include use of CDBG and HOME funds.

Prince George's County is committed to allocating funds that serve the needs of LMI residents. Households with incomes less than 50% of Area Median Income (AMI) and households with extremely low incomes (less than 30% of AMI), are priorities. With input from residents, County agencies and community stakeholders, the County has also identified special needs populations as among those who face the greatest challenges and therefore identified as a high priority including:

- Children and Youth;
- Low Income Families and Individuals;
- Homeless and those at risk of homelessness;
- Elderly;
- Veterans;
- Disabled persons; and
- Persons with HIV/AIDS and their families.

PART IV. Program Objectives and Project Beneficiaries

For all projects, describe completely the number or individuals to benefit from the project. Affordable Housing activities should address the individuals or households that will benefit from the project. Economic Development activities should provide the jobs that will be created and/or retained from the project. Public facilities and Infrastructure Improvement Projects should address the number of individuals assisted through census tract and block group numbers.

PART V. Organization Experience and Capacity

Answer all questions for this section providing a narrative where requested. Priority will be given to activities that have a clear plan of action that is consistent with the budget and that demonstrate the applicant has the capability to implement the proposed plan and is consistent with the County's goals.

PART VI. Outcome and Performance Measurement

For all projects, describe the proposed project in detail.

Explain how the CDBG funds requested are necessary and appropriate to the success of the project.

Describe how the proposed project will be measured clearly indicating the performance measures to be used to evaluate the outcome of your proposed project (e.g., number of persons, households, units assisted; number of communities/neighborhoods assisted).

Provide a brief description of how the agency complies with non-discriminatory practices, including accessibility for individuals with disabilities.

Provide letters of support, local resolutions and technical reports that further illustrate the significance or urgency of your request.

PART VII. Budget

Budget Form: Provide a line item budget in the format provided. On the budget form request amounts for **one year, only**.

Costs: List costs associated with each element or component of the project. If the project is funded, this information may become the budget for the Operating Agreement.

Indirect Costs: Do not request amounts for support of indirect costs unless absolutely necessary. If you include indirect costs, you **must** provide an indirect cost allocation plan with your proposal. Examples of indirect costs include rent; supplies purchased in bulk, as opposed to project supplies; telephone (landlines only) or Internet service; utilities; and administrative or clerical salaries and fringe benefits (examples of fringe benefits: health insurance premiums, retirement contributions, life insurance, vacation & sick leave).

Environmental Review: Certain types of projects require environmental testing or may have their ERR expedited by third-party consultant services. See the "Environmental Information Checklist" in Exhibit 1-A to determine what documentation will be required for your project, and include any relevant services in your budget. Contact Lise Luchsinger, Senior Environmental Review Officer, at LLLuchsinger@co.pg.md.us and Adedamola "Funmi" George, Esq., Senior Compliance Manager, at aogearge@co.pg.md.us with any questions about review requirements or scoping.

Davis-Bacon Compliance: If your proposed project includes construction, renovation, demolition or related types of activities, account for Davis-Bacon wage rates in your budget. Davis-Bacon wage rates are prevailing wages as determined by the U.S. Department of Labor. Failure to pay at least the Davis-Bacon wage rates will render your project ineligible for reimbursement, and your CDBG funds will be reprogrammed to other activities. Otherwise, the contractor(s) on your

project could be suspended or debarred from future participation in Federally-funded assisted projects and could be subject to criminal prosecution. Wage determinations can be found at <http://www.wdol.gov>. A pre-construction conference to ensure compliance with Davis-Bacon regulations is required prior to project implementation. If you have questions concerning Davis-Bacon issues, contact LeShann Murphy, Portfolio Manager at LBMurphy@co.pg.md.us, or Tirika Williams, Portfolio Manager at tlwilliams2@co.pg.md.us, Joan McGruder, Portfolio Manager at jcmcruder@co.pg.md.us or Patricia Isaac, Program Manager PAIsaac@co.pg.md.us

Other Non-Federal Funds: The County's CDBG program operates on a reimbursement basis only, therefore the applicant must provide the amount and source of other non-federal funding resources that will sustain the operation of the proposed project. A confirmation letter or other appropriate documentation of other funding sources is required. Include a name and phone number of a contact person who can provide further details.

Miscellaneous: Do not include a line item for "Miscellaneous Expenses" "Food Expenses" "Contingency Fees" or "Operating Expenses."

PART IX. Supplemental Budget. List any prior CDBG funds received and explain, in detail, how you will continue this project if CDBG funds are no longer available.

Conflict of Interest: a situation that has the potential to undermine the impartiality of a person because of the possibility of a clash between the person's self-interest and professional interest or public interest. (Complete and sign after reading.)

PART X. Activity Schedule

Complete this schedule to show what project activities will occur in each quarter of the year. Show the dollar amounts associated with these activities. (Complete Activity Schedule II if you anticipate your project to extend to 18 months.)

Multi-Year Projects

Project Exceptions and Criteria:

Not all programs or awards are good candidates for multi-year funding. DHCD/CPD shall exercise good judgment in determining when to approve multi-year grants. Multi-year funding is appropriate only when all of the following apply:

- a. The project is exclusively for construction, alterations or renovations.
- b. At the time of award, the total period of DHCD support for the project is planned to be less than **24 months**.
- c. The project is presented in phases with projected costs allocations and schedule of completion for each phase period.
- d. The project must demonstrate leveraged funds from other sources.
- e. DHCD will determine, based on the project scope of work and budget, and assign the appropriate funding **not to exceed 60%** of the total cost of the project.

Reliability and Predictability

Multi-year funding may be considered for programs or long-term grants where funding for the subsequent year(s) is anticipated but not provided at the time the grant is approved and where the

estimated budget for future funding periods can be forecast with some degree of reliability. These procedures should not be used for programs or long-term grants where the funding allocation may substantially change (either increase or decrease) from initial projections. Multi-year funding is provided by adding allotments of funds, usually on an annual basis, to extend the funding period beyond the previously approved project period.

Evidence of Match

For each match contribution claimed, DHCD/CPD requires applicants to provide written evidence supporting any pledged matching funds identified in the application. The supporting documentation should be submitted along with the application, however DHCD will allow applicants up to ten (10) days after the application has been accepted to submit the documentation for match.

Failure to Provide Evidence of Match

If the supporting documentation is not submitted within ten (10) days or CPD determines that it is unacceptable, DHCD will disallow the claimed matching funds and reevaluate the application which can affect the application's ranking and, in some cases, may cause the application to be denied.

Duration of Awards

The initial funding period and subsequent continuation amendment extending the funding period shall be 12 months, however, the initial funding period may vary from 12 months to 18 months in order to provide for the continuation of the funding period at an advantageous date.

Measurement

Sub-recipients of multi-year funding must demonstrate in the initial year, the ability to complete the first phase of the project, through reporting activities and funds expended. An on-site monitoring visit will be conducted prior to the initial year expiration or before an amendment is submitted for continuation. If this application is for one phase of a multi-year project, state the future amounts needed from the CDBG program. State the estimated amount needed for each future year and the total cost.

SECTION II. Eligible Activities and Criteria by Category

For Affordable Housing Projects:

Affordable housing activities may include acquisition of real property, disposition of real property acquired with CDBG funds, residential rehabilitation, or clearance and demolition.

Examples of housing projects

- ☐ Residential rehabilitation of existing single and multi-family housing
- ☐ Removal of architectural barriers
- ☐ Energy efficiency improvements
- ☐ Renovation or redevelopment of vacant buildings
- ☐ Preservation of historic buildings
- ☐ Acquisition of real property
- ☐ Disposition of real property
- ☐ Clearance and demolition

Criteria for housing projects

- ☐ Serve a low- or very low-income population
- ☐ Sensitive to placing vulnerable populations such as elderly in geographic locations in which crime, access to transportation or concentrations of income groups are factors
- ☐ Located in communities in need of revitalization

- ❑ Have a high leveraging capability
- ❑ Located in areas of mixed income and diverse racial and ethnic populations
- ❑ Respond to identified gaps in the provision of affordable housing, especially for homeless and special needs populations
- ❑ Provide housing for persons with disabilities, including persons with mental illnesses, and those persons with mental and/or physical disabilities who have children

Every project requires an environmental review record (ERR). Attach all of the available documentation requested by the Environmental Information Checklist in Exhibit 1-A. When emailing documentation once a site has been selected, provide photographs in a Word document or a PDF. Missing or incomplete documentation may indicate that a project is not ready to proceed according to program timeframes. Contact Lise Luchsinger, Senior Environmental Review Officer, at LLLuchsinger@co.pg.md.us and Adedamola “Funmi” George, Esq., Senior Compliance Manager, at aogeo@co.pg.md.us with any questions about review requirements or scoping.

For Economic Development Projects: Applicants must complete Exhibit 1-D attached to the application.

Types of projects and activities eligible for CDBG funds

- ❑ Job creation and job retention
- ❑ Assistance to a for-profit business when the assistance is necessary and appropriate to job creation or job retention
- ❑ Assistance to microenterprises
- ❑ Rehabilitation of commercial property (façade only)

Economic development projects should promote

- ❑ A secure business environment
- ❑ Technical assistance and capacity building
- ❑ An enhanced business environment conducive to economic development
- ❑ Job creation and job retention

Criteria for economic development project proposals

- ❑ Provide business retention, expansion and modernization opportunities
- ❑ Coordinate with existing County revitalization efforts
- ❑ Provide efficient cost-benefit ratios
- ❑ Utilize existing infrastructure
- ❑ Benefit large numbers of low and moderate-income persons
- ❑ Be accessible to the physically disabled
- ❑ Leverage other public and private funds

The applicant must provide a clear and precise definition of the proposed project. The proposed project must describe how it supports HUD’s goal in expanding economic opportunities for principally low and moderate-income individuals.

In addition to describing the project in detail, explain how the activity will create and/or retain jobs. Maximum job opportunities should be available for persons who are currently low and moderate-income. Describe the number of jobs to be created and/or retained for low and moderate-income persons. Also, provide the job title(s), the number of jobs that will be full-time and part-time, the skill levels required to perform the duties of each job, the training to be provided, and the recruitment practices to be used.

If the project involves assisting businesses, describe the proposed number of new businesses

assisted, the proposed number of businesses retained, and the amount of money leveraged from other public or private sources. This information can be provided in narrative or chart form. **Please note: Job training is a public service activity—not an economic development activity.**

Every project requires an environmental review record (ERR). If the project involves property acquisition, construction, demolition, or rehabilitation (façade), attach all of the available documentation requested by the Environmental Information Checklist in Exhibit 1-A. When emailing documentation once a site has been selected, provide photographs in a Word document or a PDF. Missing or incomplete documentation may indicate that a project is not ready to proceed according to program timeframes. Contact Lise Luchsinger, Senior Environmental Review Officer, at LLLuchsinger@co.pg.md.us and Adedamola “Funmi” George, Esq., Senior Compliance Manager, at aogearge@co.pg.md.us with any questions about review requirements or scoping.

For Public Facility and Infrastructure Improvement Projects:

Public facilities and infrastructure may include storm water improvements; reconstruction of streets, sidewalks and parking areas; improvements in street lighting as a crime deterrent; or rehabilitation of community centers and other buildings used to provide services to the public. **For projects within this funding category involving construction, demolition, or rehabilitation, the Operating Agency (applicant) must hold title to the property.**

Examples of infrastructure and public facilities projects

Infrastructure: public streets, curbs, gutters, sidewalks, rights-of-way, landscaping, street lighting, non-County storm water management, utility adjustments.

Public facilities: park improvement, ADA-compliance retrofits to public buildings as part of a comprehensive rehabilitation, recreation centers, community centers, public parking lots, land acquisition, health facilities.

Handicapped accessibility improvements: bathroom and kitchen accessibility, elevators, ramps and railings, automatic doors.

Criteria for infrastructure and public facilities improvement projects

- ☐ Eliminate a health or safety threat
- ☐ Provide an element of an overall revitalization strategy
- ☐ Consistent with the *Consolidated Plan*
- ☐ Receive local support and commitment
- ☐ Reduce crime and upgrade security
- ☐ Project cost is reasonable in relation to the benefits derived from the project
- ☐ Eliminate barriers to disabled
- ☐ Note whether funding is available elsewhere
- ☐ Show that project is needed and would be used
- ☐ Part of a previously-funded project
- ☐ Create or retain jobs
- ☐ Implemented within one year (unless approved for multi-year funding)
- ☐ Have matching amount to leverage CDBG dollars
- ☐ Have completed the engineering and design phase
- ☐ Demonstrate a positive record of drawdown performance
- ☐ Use prior year residual funds if available
- ☐ Conserve energy or eliminate waste

The applicant must provide a clear and precise definition of the proposed project. The proposed project must describe how it supports HUD's goal in providing decent housing or a suitable living environment for principally low and moderate-income individuals.

In addition to describing the project in detail, give the property address and legal description (lot, block, section or parcel, legal subdivision name), **complete Exhibit 1-A.**

For projects involving construction, demolition, or rehabilitation, **the Operating Agency must hold title to the property.**

Every project requires an environmental review record (ERR). Attach all of the available documentation requested by the Environmental Information Checklist in Exhibit 1-A. When emailing documentation once a site has been selected, provide photographs in a Word document or a PDF. Missing or incomplete documentation may indicate that a project is not ready to proceed according to program timeframes. Contact Lise Luchsinger, Senior Environmental Review Officer, at LLLuchsinger@co.pg.md.us and Adedamola "Funmi" George, Esq., Senior Compliance Manager, at aogeorge@co.pg.md.us with any questions about review requirements or scoping.

For multi-phase projects describe the full scope of services for all years, making it clear what work is to be funded in the first year and what work is to be funded in a later year(s). This will greatly simplify the environmental review in the later year(s) and facilitate quicker preparation of your Operating Agreement(s) in the later year(s).

For projects involving rehabilitation of a building, if approved, the applicant must submit a transition plan to bring the facility into compliance with ADA/Section 504 standards. To obtain a copy of the transition plan guidelines, please email a request to CDBGCPD@co.pg.md.us.

Attach a site plan and work write-up, including the engineer's cost estimate. If more than one improvement is proposed in the project, state the priority order of the work to be performed.

State whether the project will be administered by the Prince George's County Department of Public Works and Transportation, and, if so, provide the name and telephone number of the DPW&T contact person. For multi-phase activities, provide a description of each phase.

For street or parking lot resurfacing, complete a Bituminous Concrete Quantity Report on Exhibit 1-B. For sidewalk, curb and gutter, handicapped ramp, or driveway apron replacement, complete a Concrete Quantity Report on Form 1-C. State on Exhibit 1-C and Exhibit 1-E the street name and block to be improved.

For acquisition projects, the grant is treated as a conditional loan. A Deed of Trust and Declaration of Covenants must be recorded against the property. If all requirements of the CDBG Program are met, the loan may be forgiven. For a period of time to be determined by the Department of Housing and Community Development, the property must be used for its intended purpose and at least 51 percent of the people who use the facility must meet HUD's low and moderate-income standards. If not, the subrecipient may be required to repay the loan.

For Public Service Projects:

Public Service Category is capped at 15% in accordance with 24 CFR § 570.500(a) and based on the Department's historical trends, an applicant may seek funding up to \$50,000.00.

Public service activities may include health, transportation, crime awareness, substance abuse prevention, employment training, youth services, literacy training, housing counseling, services for immigrants, elderly and frail elderly, persons with disabilities, homeless families and at-risk children and youth, victims of domestic violence, and substance abuse.

Criteria for public services proposals

- ☐ Serve a majority of very low-income persons and be accessible to very low-income persons
- ☐ Serve a vulnerable population
- ☐ Be cost effective
- ☐ Have in-kind contributions or be able to leverage other funds rather than request a 100 percent CDBG subsidy
- ☐ Maximize available necessary resources to meet the need
- ☐ Be sponsored by an IRS certified tax-exempt 501(c)(3) non-profit organization

The applicant must provide a clear and precise definition of the proposed project. The proposed project must describe how it supports HUD's goal in providing a suitable living environment for principally low and moderate-income individuals.

In addition to describing the project in detail, describe the characteristics or special needs of the population you propose to serve. If the service includes several components, e.g., employment training, job placement and housing counseling, etc., describe each component and estimate the number of low and moderate-income persons that will benefit from each component of the service.

HUD Matrix Codes

Every project must be assigned ***one*** HUD Matrix Code identifying the purpose of the expenditure of funds. **If your proposed project fits more than one Matrix Code, the proposal must be divided into separate applications. A project with more than one Matrix Code cannot be funded.** For assistance in determining how many Matrix Codes apply to your proposed activity, email questions to CPD email CDBGCPD@co.pg.md.us.

[This section intentionally left blank]

HUD Code	HUD Code Title
01	Acquisition of Real Property
02	Disposition
03	Public Facilities and Improvements (General)
03A	Senior Centers
03B	Handicapped Centers
03C	Homeless Facilities (not operating costs)
03D	Youth Centers
03E	Neighborhood Facilities
03F	Parks, Recreational Facilities
03G	Parking Facilities
03I	Flood Drain Improvements
03J	Water/Sewer Improvements
03K	Street Improvements (may include storm drains, curb and gutter, sidewalks if installed as a peripheral part of a street improvement, driveway aprons, handicapped ramps, tunnels, bridges, landscaping, trees as part of streetscape, and/or street signs)
03L	Sidewalks (Installation of trash receptacles, trees as part of sidewalk, benches, and lighting should also be coded under 03L.)
03M	Child Care Centers
03N	Tree Planting
03P	Health Facilities
03Q	Abused and Neglected Children Facilities
03S	Facilities for AIDS Patients (not operating costs)
03T	Operating Costs of Homeless/AIDS Patients Programs
04	Clearance and Demolition
04A	Clean-Up of Contaminated Sites
05	Public Services (General)
05A	Senior Services
05B	Handicapped Services
05C	Legal Services
05D	Youth Services
05E	Transportation Services
05F	Substance Abuse Services
05G	Battered and Abused Spouses
05H	Employment Training
05J	Fair Housing Activities
05K	Tenant/Landlord Counseling
05L	Child Care Services
05M	Health Services
05N	Abused and Neglected Children
05O	Mental Health Services
05Q	Subsistence Payments
05R	Homeownership Assistance (not direct)
05S	Rental Housing Subsidies
05T	Security Deposits
05U	Homeownership Counseling
06	Interim Assistance
07	Urban Renewal Completion
13	Direct Homeownership Assistance
14A	Rehabilitation, Single-Unit Residential

HUD Code	HUD Code Title
14B	Rehabilitation, Multi-Unit Residential
14C	Public Housing Modernization
14D	Rehabilitation, Other Publicly-Owned Residential Buildings
14E	Rehabilitation, Publicly- or Privately-Owned Commercial/Industrial
14F	Energy Efficiency Improvements
14G	Acquisition for Rehabilitation
14H	Rehabilitation Administration
14I	Lead-Based Paint Hazard Test/Abatement
18B	Economic Development Direct: Technical Assistance
18C	Micro-Enterprise Assistance
19C	CDBG Non-Profit Organization Capacity Building
20	Planning
21D	Fair Housing Activities

SECTION III: DEFINITION OF TERMS

CDBG: Community Development Block Grant: Federal entitlement program through which funds are made available on an annual basis to states, metropolitan cities and urban counties. Funds target economic development, public facilities and infrastructure improvements, affordable housing and public services. Use of funds must meet one of the National Objectives: (1) provide benefit to low and moderate-income persons, (2) address conditions of slums or blight, or (3) address an urgent need.

Consolidated Plan for Housing and Community Development: The Consolidated Plan (*The Plan*) reflects a vision of what the County wants to become over a five-year period, describes local priority needs and identifies specific goals and objectives toward achieving that vision. The Consolidated Plan and Annual Action Plan provide strategies for the use of HUD entitlement funds.

Annual Action Plan for Housing and Community Development: The Annual Action Plan (AAP) reflects the County's yearly funding priorities for neighborhood revitalization, public improvements, housing development, economic development, public services, and homeless activities. These projects help to create and expand livable environments within the older established communities (formerly inner-Beltway communities). The AAP also serves as the federal application to receive CDBG, HOME and ESG funds.

Consolidated Annual Performance and Evaluation Report: The Consolidated Annual Performance and Evaluation Report (CAPER) contains a narrative summary of programmatic accomplishments, the status of actions undertaken during each fiscal year to implement the County's overall strategy and a self-evaluation of progress made during the past year addressing priority needs and objectives. The CAPER documents the County's achievements toward providing decent housing, suitable living environments and expanding economic opportunity for low and moderate-income persons.

Davis-Bacon Wage Rates: Federal legislation requires payment of prevailing wages for construction-related CDBG projects. For information, contact LeShann Murphy at (301) 883-5457 or Tirika Williams at (301) 883-5579 or Patricia Isaac at (301) 883-5587.

Section 3: Section 3 is a provision of the Housing and Urban Development Act of 1968, as amended that fosters local economic development, neighborhood improvement and individual self-sufficiency.

DHCD: Prince George's County Department of Housing and Community Development, 9200 Basil Court, Suite 306, Largo, Maryland 20774.

CPD: Community Planning and Development Division: A division of the Prince George's County Department of Housing and Community Development. The Department of Housing and Community Development, Community Planning and Development (CPD) is the lead agency that prepares the County's five-year Housing and Community Development Consolidated Plans, Annual Action Plans, and Consolidated Annual Performance and Evaluation Reports, the Subrecipient Workshops and Stakeholders Public meetings. The Consolidated Plan and Annual Action Plan provide strategies for the use of Federal funds from the Federal Housing and Urban Development (HUD). The Community Planning and Development Division administers the Community Development Block Grant (CDBG) and the Community Development Block Grant Recovery (CDBG-R). Call (301) 883-5540 for more information.

HUD: U.S. Department of Housing and Urban Development.

Operating Agreement: Contract between the County and a sub-recipient receiving CDBG funding, with a typical performance period of one year.

Requirement: Applicants receiving CDBG funding are required to maintain General Liability and Worker's Compensation Insurance. Your Certificate of Liability Insurance must name Prince George's County, Maryland as a **Certificate Holder and an Additional Insured**. The certificate should not identify a specific Department within the County government. The address to be used is 9200 Basil Court, Suite 306, Largo Maryland 20774. For additional insurance requirements and or information please contact Steven B. Middleton, Risk Manager, Office of Finance, on (301) 952-3563 or by e-mail SBMiddleton@co.pg.md.us.

[This section intentionally left blank]

SECTION IV:

**Prince George's County, Maryland
Department of Housing and Community Development**

**HUD/CDBG Income Limits
Effective July 1, 2020**

Income Limits

FY 2020 Median Family Income: \$126,000

Household Size	<u>EXTREMELY LOW INCOME</u> (30% AMI = Maximum Income)	<u>VERY LOW INCOME</u> (50% AMI = Maximum Income)	<u>LOW INCOME</u> (80% AMI = Maximum Income)
1	\$26,500	\$44,100	\$55,750
2	\$30,250	\$50,400	\$63,700
3	\$34,050	\$56,700	\$71,650
4	\$37,800	\$63,000	\$79,600
5	\$40,850	\$68,050	\$86,000
6	\$43,850	\$73,100	\$92,350
7	\$46,900	\$78,150	\$98,750
8	\$49,900	\$83,200	\$105,100

Source: U.S. Department of Housing and Urban Development (<http://www.huduser.org>)

SECTION V. FREQUENTLY ASKED QUESTIONS ABOUT THE CDBG PROGRAM

Q: Must the applicant organization be a 501(c)(3) nonprofit?

A: Most applicants are government agencies and public entities, such as municipalities. The nonprofit applicant must have 501(c)(3) status confirmed by the time funding decisions are made.

Q: Do I need physical and sexual abuse liability insurance, and what amounts are required?

A: Nonprofit agencies that are approved for CDBG funding and that provide a direct service to clients must submit an insurance certificate confirming that the agency has obtained physical and sexual abuse liability insurance in the amount of \$100,000 per individual and \$300,000 per occurrence. Prince George's County, Maryland shall be designated as an Additional Insured and Certificate Holder on the Certificate of Liability Insurance. For questions concerning insurance requirements, contact Steven B. Middleton, Risk Manager, at (301) 952-3563 or SBMiddleton@co.pg.md.us.

Q: What are the insurance requirements?

A: For projects involving construction, such as street improvements, or rehabilitation of a building, the applicant must provide a Certificate of Liability Insurance showing the following coverage: (1) General Liability insurance in the amount of \$1,000,000 at a minimum, (2) Workers' Compensation insurance meeting the Statutory Limits for Maryland and Employers' Liability limits of \$500,000, and (3) business automobile liability insurance in the amount of \$1,000,000. The agency shall designate Prince George's County, Maryland as an Additional Insured and Certificate Holder on the Certificate of Liability Insurance. In addition, the agency must ensure that each contractor carries the same coverage, with the agency and Prince George's County Maryland named as an Additional Insured and Certificate Holders. The agency shall maintain on file copies of the Certificates of Liability Insurance from each contractor.

Q: Should the applicant "agency" be located in Prince George's County?

A: Yes, although there have been a few exceptions in the past. In **all** cases, the agency must provide service to low and moderate-income Prince George's County residents at the time of the application is submitted.

Q: Does the designation of specific revitalization focus areas exclude applications from other areas in the County?

A: No. Eligibility depends on the income of people who reside in the area. No eligible area is excluded from consideration. Eligibility determinations are based on updated 2010 census data provided by the U.S. Department of Housing and Urban Development (HUD).

Q: The *Consolidated Plan* for Housing and Community Development covers 5 years. Does this mean that applications should be for that five-year period?

A: No. The *Consolidated Plan* presents a five-year strategy. Applications are for one-year periods beginning July 1st and in accordance with that year's Annual Action Plan.

Q: If a CDBG-funded Operating Agency has not spent its existing grant, can it still apply for new funds for next year?

A: Yes. Agencies are asked to plan the project so that the grant will be spent during the one-year period. The ability to expend funds in a timely manner is a measure of performance and capacity to spend future funds. An agency's CDBG spending history is reviewed at the time a new application is evaluated.

Q: What are the steps of the application approval process?

A: Projects will be selected through the CDBG application process held annually. CDBG proposals will be evaluated and ranked by an assigned Review Team and recommendations are forwarded to the Deputy Director and Director. The recommended proposals are then forwarded to the County Executive's Office and County Council which reserves the discretion to approve or deny requests. Applications selected for funding are then written into the *Annual Action Plan* for the coming year. The *Annual Action Plan* is submitted to HUD for review and approval.

Q: When will the funds be available?

A: The U.S. Congress and HUD release the funds, that is, make the funds available retroactively to the County starting July 1. Reimbursements cannot be issued until the County receives the Release of Funds notification from HUD. Reimbursements can only be issued for expenses incurred following issuance of environmental clearance. Once the notification is received, the County's Office of Finance loads the program budget into its accounting system to allow disbursements of reimbursements.

Q: If your project has two components, should you use two application forms?

A: Yes.

Q: Can you explain the reimbursement process?

A: The Sub-recipient uses its own resources to pay project expenses then submits to DHCD a request for reimbursement along with documentation of the expenses paid. The County processes the request and then mails a check to the agency or processes an electronic funds transfer if the Sub-recipient has signed up for direct deposit.

Q: Are grant awards all or nothing? Is there any negotiation?

A: The Sub-recipient maybe awarded a portion of the amount requested. The grant amount depends on the reasonableness of the request, the track record of the requesting agency, and the amount of funds the County has available. If less than the total amount requested is awarded, the amount of work to be accomplished must be renegotiated.

Q: Will applications for large projects, e.g. \$750,000, be considered?

A: Large projects should be broken down into year-by-year phases. CDBG funds are limited, and there are many needs throughout the County that must be addressed.

Q: Are newly-formed organizations likely to receive funding?

A: Typically, newly-formed organizations (in operation for less than two years) may lack the financial capacity to sustain operation for a reimbursable program.

Q: What is my project's chance of being funded?

A: Projects involving rehabilitation and improvement of public facilities and infrastructure have a good chance of being funded because more money is available for them. Proposals must describe a project with a high likelihood of success and be well thought through, realistic, achievable, etc.

There is significant competition for public service funds and only 15 percent of the County's CDBG funds can be awarded for those activities.

Q: Where do I call to obtain additional information?

A: During the pandemic, DHCD-CPD employees are teleworking, you can reach us by sending an email request to CDBGCPD@co.pg.md.us.

Portfolio Manager(s)	Activity Type					
	Acquisition	Affordable Housing	Economic Development	Infra-structure	Public Facilities	Public Services
Patricia Isaac, Program Manager PAIsaac@co.pg.md.us	√	√	√	√	√	√
LeShann Murphy LBMurphy@co.pg.md.us	√	√	√	√	√	√
Tirika Williams tlwilliams2@co.pg.md.us	√	√	√	√	√	√
Joan McGruder jcmcgruder@co.pg.md.us		√	√	√	√	√
Charlie Sprow cesprow@co.pg.md.us						√

[This section intentionally left blank]

SECTION VI. Evaluation Criteria

Community Development Block Grant Proposal Evaluation (PY 47)

The following criteria will be used by the Proposal Advisory Group (PAG) to evaluate Proposal Applications. A maximum of **75 priority bonus points** will be provided for Applicants who demonstrate collaboration; provide a Section 3 Action Plan; demonstrate leveraging; or complete all components of their application submission. **(Total Points an Application can receive is 200)**

Additional Project Information

Prior CDBG Funding received by the applicant:

	PY 43	PY44	PY 45R	PY 45	PY46
Funded					
Drawn					

DHCD Funding Recommendation:

Upon completion of reviews, CPD will provide the funding recommendation for this project. The County Executive will take the proposed funding recommendation into consideration and will determine if the proposed project will be incorporated in the Annual Action Plan.



Prince George's County affirmatively promotes equal opportunity and does not discriminate on the basis of race, color, gender, religion, ethnic or national origin, disability, or familial status in admission or access to benefits in programs or activities.

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Greg Varda

Submitting Department: Recreation

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Recognition Groups- Greenbelt Babe Ruth and Greenbelt Youth Baseball Little League

Suggested Action:

Reference:

PRAB Report #20-4, Babe Ruth Baseball, 10/21/2020

Greenbelt Babe Ruth Baseball Application

PRAB Report #20-5, Youth Baseball Little League, 10/21/2020

Greenbelt Youth Baseball Little League Application

It is recommended that Council approve the FY 2021 Recognition Groups applications for Greenbelt Babe Ruth Baseball and Greenbelt Youth Baseball Little League.

Council approval is sought.

Attachments:

[PRAB Report #20-4, Babe Ruth Baseball, 10/21/2020.pdf](#)

[Greenbelt Babe Ruth-Red.pdf](#)

[PRAB Report #20-5, Youth Baseball Little League, 10/21/2020pdf](#)

[Greenbelt Babe Ruth Baseball Application.pdf](#)

**PARK AND RECREATION ADVISORY BOARD
REPORT TO CITY COUNCIL**

Subject: Greenbelt Babe Ruth Operating Grant Application

Background: Greenbelt Babe Ruth submitted an Operating Grant Application for FY2021 for \$3,500. Ian Gleason, Commissioner, presented the application to PRAB and answered a few questions related to organization and the application at PRAB's October 21 regular meeting.

Recommendation: PRAB supports and recommends approval of the Operating Grant Application, and appreciates the clear supporting comments provided, including specific explanations of financial variances and the intentional impact that the organization has on participants, including not just sport-specific training and physical fitness, but also mental health awareness and nutrition.

PRAB reiterates that the overall condition of Braden Field continues to be a concern despite decreased use due to the pandemic and would encourage an increase in maintenance in terms of staff time and budgetary support.

Respectfully submitted by:
Jake Chesnutt, PRAB Chair
Ric Gordon, PRAB Vice-Chair

CITY OF GREENBELT
OPERATING GRANT APPLICATION
 Fiscal Year 2021

A. GENERAL INFORMATION

1. **Name of organization:** Greenbelt Babe Ruth
2. **Website:** www.greenbeltbaberuth.com
3. **Contact person:** Name Ian Gleason Position Commissioner
 Telephone _____ E-mail _____
4. **Organization's mailing address (not a City of Greenbelt facility):**
7814 Lakecrest Drive Greenbelt, MD 20770

5. **What is the mission of this organization? Whom do you intend to serve?**

To offer a competitive baseball opportunity for the youth of Greenbelt and surrounding communities ages 13-19 where they can develop both athletic and life skills. Our goal is to keep youth from Greenbelt physically active and to help them develop as baseball players and quality young adults.

6. **Please indicate the amount of your request here** \$3500 **and briefly summarize the intended use of these funds below. Please be as specific as possible.**

the Funds are used to support our 3 teams. this includes purchasing uniforms needs on a yearly basis and equipment needs. Uniforms include jersey, hats, belts and socks. Equipment needs include baseballs, sports specific equipment such as helmets and field maintenance supplies and equipment to maintain a high quality playing conditions at Braden Field.

7. **City of Greenbelt funding status. Please check one. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.)** The applicant organization is currently:

- ☐ a Council-approved Greenbelt Recognition Group receiving in-kind support only; the organization previously received city funding in FY 2018 or FY 2019
- ☐ a Council-approved Greenbelt Recognition Group that received an FY20 project grant
- ☒ a Council-approved Greenbelt Recognition Group that received an FY20 operating grant

8. **Non-profit status. Please check all that apply. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.)** The applicant organization:

- ☐ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
- ☐ Has applied to the Internal Revenue Service for 501(C)3 status

- ☒ Is affiliated with another organization which holds 501(C)3 status and serves as the fiscal sponsor for the applicant organization. Name of sponsoring organization:

Prince George's County Babe Ruth League

9. Financial need. Please check all that apply.

- ☒ At the conclusion of FY19, the organization's checking/savings balance was at least 50% of the amount of the organization's total FY19 operating expenses. *Restricted operating funds are included; restricted funds for capital projects are excluded.*
- ☒ At the conclusion of FY20, the organization's checking/savings balance is expected to be at least 50% of the amount of the organization's total FY20 operating expenses. *Restricted operating funds are included; restricted funds for capital projects are excluded.*
- ☒ The organization is projecting a revenue surplus for FY20.
- ☒ The organization is projecting a revenue surplus for FY21.

If any of the above apply to your organization, please explain your need for City of Greenbelt funding in the amount requested for FY21. *Total grant requests typically exceed the amount of funds available through this program; along with merit, the Grant Review Panel will also consider financial need in preparing their funding recommendations.*

Since taking over Greenbelt Babe Ruth League two years ago I have strived to meet the changing needs of the athletic scene for youth of Greenbelt. This has meant improvement in multiple areas including equipment, uniforms, field maintenance and support of an increased number of teams. Funding would be used to help support each of these areas of our program.

B. COMMUNITY MEMBERS SERVED (benefit to the community)

1. How many people actively participate in your organization's primary, sponsored activities? Include projections and estimates as needed. *Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or parade unit. This does not include volunteers or staff.*
- July 2018-June 2019 ¹⁰⁰ July 2019-June 2020 ¹²⁰ July 2020-June 2021 (Projected) ¹³⁰
- Current year: % Greenbelt residents/organizations ⁷⁰ % Non-residents/organizations ³⁰ %
- ages 12 and under ¹⁰ % 13-17 yrs. ¹⁰ % 18-59 yrs. ⁶⁵ % 60+ yrs. ¹⁵
2. How many additional people participate in your organization's primary, sponsored activities as audience members, spectators and attendees? *This does not include volunteers or staff.*
- July 2018-June 2019 ¹⁰⁰ July 2019-June 2020 ¹²⁰ July 2020-June 2021 (Projected) ¹³⁰
- Current year: % Greenbelt residents ⁷⁵ % Non-residents ²⁵
- % ages 12 and under ¹⁰ % 13-17 yrs. ¹⁰ % 18-59 yrs. ⁶⁵ % 60+ yrs. ¹⁵

C. KEY PERSONNEL (organizational effectiveness)

- 1. Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
Ian Gleason	yes	Commissioner	As Required
Patrick Gleason	yes	Coach/High School Athletic Liaison	As Required
Bob Sonneveldt	yes	Coaching/Scheduling Consultant	As Required
Betty Sonneveldt	yes	Financial Consultant	As Required
Cheryl Gleason	yes	Financial Consultant	As Required
Francis Gleason	yes	Field Maintenance Consultant	As Required
Mark Markowich	no	Coaching Consultant	As Required
Wesley Velasquez	yes	Designer/Art Consultant	As Required
Ruth Ann White	yes	Coach	As Required

How does your organization select Board members and/or officers?

By consensus of the board members

Is your organization's leadership representative of the population which you intend to serve?
Please comment.

Yes, our leadership consists of individuals who both live in Greenbelt and throughout other parts of the County which is indicative of the youth that participate in the program. The leadership also consists of many individuals who have themselves participated in the Greenbelt Babe Ruth baseball.

- 2. Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	# hours per person per week	Description of duties <i>If positions are seasonal, please indicate months of service.</i>
NONE			

Independent contractors and consultants

Role	# of contractors Individuals or companies
Financial Consultants	2
Coaching Consultants	2
Field Maintenance Consultant	1
Art/Design Consultant	1

3. **City staff disclosure.** If any of your Board members or key staff persons are City of Greenbelt employees, please provide their name, Department and job title below.

Patrick Gleason, Greenbelt Recreation Department, Summer Camp Staff

4. Volunteers

July 2018-June 2019 ²⁰_____ July 2019-June 2020 ²⁰_____ July 2020-June 2021 (Projected) ²⁰_____

Current year: % Greenbelt residents ⁸⁰_____ % Non-residents ²⁰_____

% ages 12 and under ⁰_____ % 13-17 yrs. ⁰_____ % 18-59 yrs. ⁸⁰_____ % 60+ yrs. ²⁰_____

Please describe the ways in which volunteers contribute to your organization.

Our entire organization consists of volunteers. Our coaching staff which interacts directly with the program participants provide baseball, fitness and life skills instructions. this includes developing a sense of responsibility and integrity in program participants. Our entire consultant staff from financial to field maintenance concerns offer their advice in specific areas to best benefit the program. we have parent volunteers who assist with selling concessions, up keep the field and transportation to away games. finally, Finally, all team art work and photography is done on a volunteer basis as well, this includes the design of the new team logo we introduced for the 2018 season.

D. NARRATIVE. Please address all of the following points briefly in four pages or fewer. Upload your response as a PDF file in section F, below.

Benefit to the Community

1. **Organizational history and activities.** Provide a brief historical overview of your organization, including your date of founding and a general description of the organization's sponsored activities. Highlight your greatest achievements during the current and most recently completed years. If known, please comment also on any aspects of your program that are distinctive, creating opportunities that would otherwise be lacking in Greenbelt or the surrounding area. If your programs may appear to duplicate or compete with services currently provided by the City of Greenbelt or other Recognition Groups, please clarify the unique value of your activities. (Upon review of this application, staff may bring potential conflicts to your attention if they have not already been addressed.)
2. **Personal benefit.** How do direct participants and spectators personally benefit from your sponsored activities?
3. **Partnerships.** If applicable, please provide examples of how your organization has collaborated with other local groups and agencies on program development and/or promotions during the past and current fiscal years.
4. **Community benefit.** If applicable, please comment on how you believe your programs enhance the community at large. How do your activities contribute to the overall vitality of Greenbelt and the well-being of its citizens? How is your organization helping to make Greenbelt a better, healthier and happier place in which to live, work and play?

Organizational Effectiveness

5. **Marketing, outreach and evaluation.** Please describe the ways in which you communicate with current and prospective participants. How do you inform the community about your sponsored activities and encourage participation? How do you collect input and feedback?
6. **Challenges.** What are the most significant challenges that your organization is experiencing? How are you addressing these challenges?
7. **Goals.** What are your organization's goals and how are you working toward them?
8. **City support.** Please indicate what financial and in-kind support has been provided to your organization by the city during the current year, if applicable. How much funding is your organization requesting of the city for fiscal year 2021? How would these funds be used? Please be as specific as possible.
What in-kind support, if any, does your organization anticipate requesting from the city during the coming year?
9. **Matching funds.** For every dollar awarded by the City of Greenbelt, an operating grant recipient must contribute one dollar from other sources toward their program and operating expenses. Funds raised from any other source count toward this match, as long as they are spent on program and operating expenses in the fiscal year for which the grant is awarded. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. Funds spent from the organization's savings can be counted toward the match. Loans, planned giving commitments and income channeled into investments or endowment funds would not count toward the match.

How does your organization plan to match your requested city funding in fiscal year 2021? If your organization experienced a deficit last fiscal year, or if your organization failed to match a City of Greenbelt contribution/grant, please also explain the problem and how you are working to correct it this year.

Reminder: as explained on page 4 of the Policy and Information Guide, a match certification statement will be required at the end of the current fiscal year if your group is now receiving city funding. Your success in meeting your FY20 match may affect your grant amount for FY21.

- E. FINANCIAL INFORMATION.** Please include below the funds which you are requesting from the city and the corresponding proposed expenditures. This is a cash budget; do not include any in-kind values.

EXPENSES	Description	Actual Totals, Last Fiscal Year July 1, 2018 – June 30, 2019	Budget, Current Fiscal Year July 1, 2019 – June 30, 2020	Proposed, Next Fiscal Year July 1, 2020 – June 30, 2021
a. Salaries and wages				
b. Consultants' fees				
c. Contractual personnel				
d. Facility rental				
e. Dues, memberships, league fees	League/Umpire Fees	3229.00	1975.00	3750.00
f. Utilities				
g. Insurance				
h. Supplies and materials				
i. Equipment purchases	Uniform/Baseball Equip	4244.36	3,286.76	2350.00
j. Equipment rental				
k. Marketing and outreach	Ads and Signs	677.22	549.32	150.00
l. Travel and lodging				
m. Food/catering	Concessions	754.74	1423.23	1000.00
n. Awards				
o. Grants				
p. Payment of debt				
q. Taxes				
r. Other				
s. Other				
t. Other				
Total Expenses		8905.32	7234.31	7250.00

INCOME	Description	Actual Totals, Last Fiscal Year July 1, 2018 – June 30, 2019	Budget, Current Fiscal Year July 1, 2019 – June 30, 2020	Proposed, Next Fiscal Year July 1, 2020 – June 30, 2021
a. Sales of goods				
b. Admissions				
c. Tuition				
d. Fees for services rendered				
e. Membership dues, registration fees	Registration Fee	5072.00	600.00	5200.00
f. Corporate support				
g. Foundation support				
h. Individual donations				
i. Loans*				
j. City of Greenbelt support	Grant	2500.00	3500.00	3500.00
k. Other grants				
l. Organization's savings or interest income				
m. Other	Fundraising/Concessions	1400.00	2000.00	500.00
n. Other				
o. Other				
Total Income		8972.00	6100.00	9200.00

- * Borrowed funds are not counted toward the required match of your city grant request. Your budget must reflect income from other sources which at least equals the amount of your request.

If there is an increase or decrease of 25% or more in any individual expense or income line items from one year to the next, you will need to upload an explanation of these variances in section F, below.

Financial Reserves

Assets	Actual as of June 30, 2019 (Last Fiscal Year)	Projected as of June 30, 2020 (Current Fiscal Year)
a. Checking/savings accounts*	9664.80	10000
b. Restricted operating funds **		
c. Restricted capital funds**		
d. Investments		
e. Endowment balance		
f. Planned giving commitments		
Total Financial Reserves	9664.80	10000

*Unrestricted funds which the organization may spend at its discretion.

** Cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign. Please indicate the purpose of these funds here:

--

Debt

Creditor	Loan purpose	Actual: monies owed as of June 30, 2019 (Last Fiscal Year)	Projected: monies owed as of June 30, 2020 (Current Fiscal Year)
a.			
b.			
c.			
Total Debt			

In-Kind Contributions Received

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Description	Actual Totals, Last Fiscal Year July 1, 2018 – June 30, 2019	Budget, Current Fiscal Year July 1, 2019 – June 30, 2020	Proposed, Next Fiscal Year July 1, 2020 – June 30, 2021
a. Pro-bono professional services (legal, accounting, etc)				
b. Other waived fees				

c. Donated equipment				
d. Donated supplies and materials				
e. Donated travel and lodging costs				
f. Donated space rental				
g. Other				
Total In-Kind Contributions				

Reimbursements

Please provide a record of all receipts submitted to the Greenbelt Recreation Department for reimbursement during the most recently completed fiscal year in which you received funding. (If your organization is receiving funding for the first time this fiscal year, please record below all receipts submitted so far this fiscal year for reimbursement.) Receipts under \$100 for similar purposes, such as office supplies, can be combined on a single line without specifying a date.

Please check one:

- ☐ Our organization is receiving funding for the first time in the current fiscal year. We are summarizing our reimbursed expenses for the period of July 1, 2019 –present.
- ☒ Our organization received funding during the city's Fiscal Year 2019. We are summarizing our reimbursed expenses for the period of July 1, 2018 – June 30, 2019.
- ☐ Our organization is currently receiving in-kind services only. We last received funding during the city's Fiscal Year 2018. We are summarizing our reimbursed expenses for the period of July 1, 2017 – June 30, 2018.

Date of expense	Description of reimbursed expense	Amount
7/3/19	Prince George's County Babe Ruth Fee	1800.00
7/15/19	All-Star Tournament Concessions	17.30
7/15/19	All-Star Tournament Background checks	25.50
7/16/19	All-Star Tournament hats	341.14
8/2/19	Maintenance/Art Equipment	139.60
8/15/19	Concessions	88.02
8/15/19	Concessions	294.10
9/2/19	Concessions	182.35
10/27/19	Concessions	345.92
10/29/19	PG Babe Ruth Fall Registration Fee	175.00
11/2/19	Concessions	31.67

During Fiscal Year 2021, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought and

approved. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: Ian Gleason

Title: Commissioner

Name: Patrick Gleason

Title: Coach, High School Athletic Liaison

If applicable, please specify the organization's federal tax ID#: _____

F. ATTACHMENTS – Please upload in PDF format.

1. **REQUIRED: narrative** addressing all 9 topics in section D, above. Limit: 4 pages. File name format: name_of_organization_narrative_FY21
2. **REQUIRED: program calendars** reflecting the organization's activities from the previous and current fiscal years, including upcoming events. Copies of existing marketing materials and/or summary lists are acceptable. Limit: 3 pages. File name format: name_of_organization_programs_FY21
3. **REQUIRED if applicable: explanation of income and expense variations over 25%.** See section E. File name format: name_of_organization_variances_FY21
4. **OPTIONAL: letters of support** – up to 3 pages. Comments from multiple people or organizations may be combined on a page. File name format: name_of_organization_letter_1_FY21 (etc)
5. **OPTIONAL: summary information about the credentials of key personnel, paid or unpaid.** Limit: 1 page. File name format: name_of_organization_bios_FY21

In the interest of fairness and respect for our panelists' time, please observe all page limitations and refrain from submitting any materials not requested in this application. Extra pages and unsolicited materials will not be forwarded to the Grant Review Panel.

G. ELECTRONIC SIGNATURE

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Greenbelt Recognition Groups and have agreed to abide by the requirements stated therein.**

Signature Ian Gleason

Date 10/10/20

Your role within the applicant organization: Commissioner

Greenbelt Babe Ruth Variances FY21

Expenses

Section E- Dues, memberships, league fee:

FY19 \$3229.00

FY20 \$1975.00

FY21 \$3750.00

The drop of \$1254 is directly linked to COVID-19. In July of 2019, we paid fees for the season ending at the end of the month and then our fall season but we never had a spring season in 2020. Therefore, we had a major drop in this section and hope to have an increase back to the normal fees in the coming year.

Section K- Marketing & Outreach:

FY19 \$677.22

FY20 \$549.32

FY21 \$150.00

In FY19 we increased our Marketing and Outreach by purchasing signs to place throughout the City on game days in hopes to raise awareness about our program and increase attendance at games. Before this most of our marketing had been in News Review articles and ads. In FY20, we also created a website to showcase our program. The projected drop in FY21 is planned because we have put a substantial amount of money the previous two years into marketing and both the signs and website have a high up front cost but will last a long time with no additional costs for the foreseeable future.

Section M- Food and Catering:

FY19 \$754.74

FY20 \$1423.23

FY21 \$1000.00

Since taking over Greenbelt Babe Ruth we have steadily increased the amount of concessions we offer. We did this by introducing concessions for our games at Braden Field in addition to the concessions we offer during the City of Greenbelt's Fall Fest. The increase to \$1423.23 in

FY20 coincided with preparation for hosting a booth at the Greenbelt Labor Day Festival for the first time in recent years in 2019. The festival is a four-day event which necessitated an increase in \$668.69. The projected decrease in FY21 is based on a surplus of goods such as canned chili—which has a long shelf life—that was purchased this past year for the Labor Day Festival which we will not have to purchase for the coming Labor Day Festival and Fall Fest in 2021.

Income

Section E- Dues, memberships, league fee:

FY19 \$5072.00

FY20 \$600.00

FY21 \$5200.00

The sharp drop in FY20 is due to COVID-19. Essentially all of our programs spanning FY20 were canceled due to the virus. We were only able to collect membership fees for our Fall 2019 season which is a shorter season (and therefore cheaper). Our major income seasons run from spring to summer and they did not occur during FY20 because of the virus. It is our hope that they will be able to return to normal in FY21.

Section M- Other (Concessions/Fundraising):

FY19 \$1400.00

FY20 \$2000.00

FY21 \$500.00

The increase in \$600 from FY19 to FY20 is due to the introduction of concessions at the Greenbelt Labor Day Festival for our program. If we are given a full Fiscal Year without cancellations due to COVID-19 we now hope we can potentially raise our concessions fundraising to close to \$3000. However, in FY20 we were not able to have our spring/summer concessions at Braden Field and in FY21 we lost our two largest revenue activities in the Labor Day Festival and Fall Fest which accounts for the projected drop to \$500.

1. Organizational history and activities.

Greenbelt Babe Ruth Baseball has provided athletic opportunities for youth in and around the city for well over 30 years. The program was well established when Bob Sonneveldt—who passed leadership along to me two years ago—took over it in 1984. The number of teams we support varies from year to year as participation levels fluctuate. Over the past 15 years there has been a relatively stable number of teams we support: one Junior level team (ages 13-15) and one Senior level team (ages 16-18). During the Spring and Summer of 2018 we had a record number of participants (at least dating back to my affiliation with the program circa 2003) and as such fielded two Junior level teams and one Senior level team and we maintained these numbers this past summer. As recently as 2016 we struggled to have a full roster at both age levels and as such the 2018 season was a milestone for us in our participation levels. Our teams play their games in the Prince George's County Babe Ruth League and individual players have the opportunity at the end of the season to try out for the Prince George's County All Star teams at their respective age levels which then participate in the Babe Ruth State Tournament.

In 2017 and 2018 we participated in the Greenbelt Labor Day Parade and during our games at Braden Field we began selling concessions. This past fall we had our largest turnout we have had in years for Fall Baseball during the months of September and October. We also sell concessions during Fall Fest at Schrom Hills and this past summer for the first time we sold concessions at a booth at the Greenbelt Labor Day Festival. For the past four years we have also supported an 18 and over adult team which participates in the DCMSBL baseball league in an effort to support athletic endeavors and physical fitness for players who have aged out of the Babe Ruth League age restrictions. This team consists of many players who have previously played in Greenbelt Little League and for Greenbelt Babe Ruth.

2. Personal benefit.

Participants in our program benefit from our multifaceted approach. Individuals on our teams develop their skill sets in baseball and many of our participants use these skills and the time with our program to improve their skills so that they can play for area high school teams. A large portion of both the Junior Varsity and Varsity baseball teams at Eleanor Roosevelt High School (as well as several other local schools) play for our organization during the late spring and summer months. In addition to baseball skills we strive to develop physically fit young adults. Our participants are held accountable to being respectful and hardworking both on and off the field. This includes our players participating in regular field maintenance and an emphasis of developing a strong work ethic on the field and in the classroom.

As a program in the past year we several years we have started an emphasis on addressing nutrition with our players. This past year we have begun to incorporate portions of our program where we address the mental aspect of sports, mindfulness, and meditation. Finally, we have had several players recently go on to play baseball collegiately and several return to

begin assisting on our coaching staff. Spectators are provided with a safe and family friendly environment that is situated in the heart of the city's recreation facilities. Our teams have also evolved a larger community and family environment that supports all participants.

3. Partnerships.

Our organization is one of the key contributors to the Prince George's Babe Ruth League. At the end of each season the League sponsors multiple All Star Teams to represent the county at the State and subsequent tournaments. Greenbelt Babe Ruth regularly sends double digit participants to play on these teams at both the Junior and Senior levels. Our teams serve as the destination for many players who age out of Greenbelt Little League, supporting their continued participation in local baseball. We have developed a working partnership with the baseball program at Eleanor Roosevelt High School to prepare players for their high school careers and provide playing opportunities after their season has concluded. We also work in collaboration with the Greenbelt Recreation Department to provide concessions for Fall Fest each October and with the Greenbelt Labor Day Festival Committee to provide concessions at the Labor Day Festival.

4. Community benefit. If applicable, please comment on how you believe your programs enhance the community at large. How do your activities contribute to the overall vitality of Greenbelt and the well-being of its citizens? How is your organization helping to make Greenbelt a better, healthier and happier place in which to live, work and play?

First and foremost our program provides opportunities for our youth to stay physically active and we strive to instill these beliefs in our players so that they carry them with them after their participation in our program concludes. In recent years, we have included an increased emphasis in our program on nutrition, mindfulness, and meditation. It is our hope to develop the entire individual who comes out for our program. Nutrition, mindfulness, and mental health are aspects of personal health that can often be over looked and as such, we have made a concerted effort to focus on them. We are striving to create a family friendly and community developing atmosphere at Braden Field during the spring and summer months. We have added concessions and increased awareness of our game schedules through the News Review in an effort to increase community support of our teams. We are striving each year to bring more Greenbelters together for our games at Braden Field to add to the already vibrant sense of community in Greenbelt.

Organizational Effectiveness

5. Marketing, outreach and evaluation. Please describe the ways in which you communicate with current and prospective participants. How do you inform the community about your sponsored activities and encourage participation? How do you collect input and feedback?

Each year we communicate with prospective participants through ads in the News Review, communication with Greenbelt Little League representatives, local high school coaches, representatives for the Prince George's Babe Ruth League, and word of mouth. We communicate with current participants via email. In the past two years we have tried to increase our communication with the community about our sponsored activities through the posting of our weekly schedule in the News Review and through weekly updates or articles in the News Review. We communicate with players and parents/guardians to evaluate the job we have done at the end of each season. This past season for the first time we posted signs in and around Greenbelt with our game times to raise more awareness about our schedule. We recently developed a website, www.greenbeltbaberuth.org, which we hope will raise interest in our program throughout the city.

6. Challenges. What are the most significant challenges that your organization is experiencing? How are you addressing these challenges?

This past year we struggled with several aspects as an organization. The first league based problems with the schedule and continuity with participating teams. While Greenbelt Babe Ruth is a regular participant in the Prince George's Babe Ruth League the past several seasons has seen many teams come and go in the league which leaves our teams at times without a consistent schedule or appropriate competition levels. As a result scheduling at the league level has been extremely difficult. At a league level we are striving to make changes in the league's outreach efforts and how schedules are formed so that these issues do not arise again.

The other significant challenge we face is maintaining our field to a high level. This problem was exacerbated this past season by the amount of rain we received during the months of the season. The relatively low lying location of Braden Field in addition to the constant use of the field during both baseball and football season have led to the outfield grass retaining great amounts of water. This area should be crowned to help with drainage and the addition of sod at the edge of the infield dirt was a small step forward in fixing the problem but the overall problem remains large and consistently alters our practice layout and schedule and leaves the field below the high quality our players deserve. The infield grass has also grown very patchy and thick over time making it hard to hit groundballs as intended and also imposing at times a safety hazard for players. We spend time after every practice and game working on the elements of the field such as raking and mound maintenance that we can control. Public Works has also provided mound clay and infield mix to address concerns with the mound and to help aid in drying the dirt when it rains. Through some of these improvements and the hard work of our coaching staff and players we had an umpire comment at a game this past year that it was the best the field had looked in years. However, the larger concerns with both the infield and outfield grass are out of our control as an organization and continue to hold back the high quality playing service we seek for our players.

We hope to install a mound next to the batting cage area. This mound will serve the purpose of giving players another location to practice their pitching. We have researched various options for the mound and this is a challenge for us because of the high cost associated with an artificial turf mound.

Our final challenge has been the many changes we have faced due to COVID-19. We were not able to run our spring, summer, or fall programs as normal due to the virus. This included not providing practice, games, and mentorship for youth of the city. Our fundraising and membership fees were drastically reduced. We also lost an opportunity to capitalize on an uptick in participation in the previous two years.

7. Goals.

We have several goals as an organization which include maintaining our current levels of participation and if possible increasing them, supporting the Prince George's Babe Ruth League to attract quality teams to participate in league play, creating the highest quality playing surface for our players possible, and increasing community support and attendance at games. Another goal we have taken on is to incorporate a better awareness and understanding of nutrition, mindfulness, and mental health guidelines for the youth that we serve.

To reach our goals having to do with participation levels and community support we are working towards increasing awareness through the News Review and other communication means. We are in discussions with other teams and high schools to try to help support the Prince George's Babe Ruth League's efforts to create a competitive league year in and year out. As a team we work on field maintenance after each time we use the field and we have purchased different materials to assist in this process.

8. City support.

During the current Fiscal Year, the City of Greenbelt provided Greenbelt Babe Ruth \$3,500. For Fiscal Year 2020 we are requesting \$3,500. We would use these funds to directly support the participants at each of our age levels. Our main goal for the upcoming year is to purchase an artificial turf mound which will directly increase our ability to improve the instruction and practice we can provide for our participants.

9. Matching funds.

We plan to match our requested city funding amount of \$3,500 through our registration fees and fundraising. Our fundraising consists of selling concessions at Fall Fest and Labor Day, t shirt

sales, and concessions at home games at Braden Field. This will be our third year selling concessions at Braden Field and we have improved upon it each year.

Greenbelt Babe Ruth Reimbursement List FY19

Date of Expense	Description of Reimbursed Expense	Amount
9/29/18	PG Babe Ruth Fall League Fees	175.00
10/11/18	PG Babe Ruth Umpire Fees	225.00
10/17/18	Concessions	120.47
10/21/18	Concessions	8.58
10/21/18	Concessions	25.48
10/21/18	Concessions	86.44
10/21/18	Concessions	285.36
2/2/19	Equipment	1663.50
2/26/19	News Review Ad	60.30
3/1/19	Equipment	45.05

**PARK AND RECREATION ADVISORY BOARD
REPORT TO CITY COUNCIL**

Subject: **Greenbelt Youth Baseball Little League Operating Grant Application**

Background: Greenbelt Youth Baseball Little League submitted an Operating Grant Application for FY2021 for \$10,000. Christine Bailey, President, presented the application to PRAB and answered a few questions related to the organization and the application at PRAB's October 21 regular meeting.

Recommendation: PRAB conditionally supports and recommends approval of the Operating Grant Application up to the \$10,000 maximum, based on actual participation and income generation. PRAB recommends that the organization provide greater transparency and clarity from a financial perspective, including:

- Reflecting more specific, separate expenses listed for Little League franchise fees and insurance costs associated with operation
- Updating the anticipated costs and revenues for concessions
- Reflecting the continued financial need for City support when the FY21 budget reflects net revenue generation prior to including any approved grant funds

PRAB appreciates that the organization worked with the Recreation Department to develop a safety plan, considering COVID-19 precautions and public health and safety recommendations.

Respectfully submitted by:
Jake Chesnutt, PRAB Chair
Ric Gordon, PRAB Vice-Chair

CITY OF GREENBELT
OPERATING GRANT APPLICATION
 Fiscal Year 2021

A. GENERAL INFORMATION

1. **Name of organization:** Greenbelt Youth Baseball Little League
2. **Website:** http://greenbeltyouthbaseball.splay.com/site/
3. **Contact person: Name** Christine Bailey **Position** President
 Telephone _____ E-mail _____
4. **Organization's mailing address (not a City of Greenbelt facility):**
Greenbelt Youth Baseball PO Box 1621 Greenbelt, Maryland 20768

5. **What is the mission of this organization? Whom do you intend to serve?**

Our mission is to offer children, ages 5 to 12 years old, the opportunity to develop good sportsmanship, character, courage, loyalty, and respect for authority by engaging in supervised competition. We strive to provide ongoing athletic, recreational, and service opportunities for our participants.

6. **Please indicate the amount of your request here** \$10,000 **and briefly summarize the intended use of these funds below. Please be as specific as possible.**

Any grant funds we receive will go toward ongoing operational expenses, including: umpires, insurance, uniforms, web site charges, and replacement baseball equipment, such as bats, balls, helmets, and catchers' gear.

7. **City of Greenbelt funding status. Please check one.** *(If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.)* The applicant organization is currently:

- ☐ a Council-approved Greenbelt Recognition Group receiving in-kind support only; the organization previously received city funding in FY 2018 or FY 2019
- ☐ a Council-approved Greenbelt Recognition Group that received an FY20 project grant
- ☒ a Council-approved Greenbelt Recognition Group that received an FY20 operating grant

8. **Non-profit status. Please check all that apply.** *(If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.)* The applicant organization:

- ☒ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
- ☐ Has applied to the Internal Revenue Service for 501(C)3 status

☐ Is affiliated with another organization which holds 501(C)3 status and serves as the fiscal sponsor for the applicant organization. Name of sponsoring organization:

9. Financial need. Please check all that apply.

☐ At the conclusion of FY19, the organization's checking/savings balance was at least 50% of the amount of the organization's total FY19 operating expenses. *Restricted operating funds are included; restricted funds for capital projects are excluded.*

☒ At the conclusion of FY20, the organization's checking/savings balance is expected to be at least 50% of the amount of the organization's total FY20 operating expenses. *Restricted operating funds are included; restricted funds for capital projects are excluded.*

☐ The organization is projecting a revenue surplus for FY20.

☐ The organization is projecting a revenue surplus for FY21.

If any of the above apply to your organization, please explain your need for City of Greenbelt funding in the amount requested for FY21. *Total grant requests typically exceed the amount of funds available through this program; along with merit, the Grant Review Panel will also consider financial need in preparing their funding recommendations.*

Before the onset of the pandemic we had opened our registration for the Spring season. Several players (50+) had registered and paid. When we had to cancel the season we offered refunds for those who needed them. Most families opted to leave their registrations with us in the hopes that a season would be available at a later date. That did not happen before the close of our FY20, resulting in the higher bank balance.

B. COMMUNITY MEMBERS SERVED (benefit to the community)

- 1. How many people actively participate in your organization's primary, sponsored activities?** Include projections and estimates as needed. *Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or parade unit. This does not include volunteers or staff.*

July 2018-June 2019 ¹⁵⁰ July 2019-June 2020 ⁵⁰ July 2020-June 2021 (Projected) ¹³⁰
 Current year: % Greenbelt residents/organizations ⁶⁷ % Non-residents/organizations ³³ %
 ages 12 and under ¹⁰⁰ % 13-17 yrs. ⁰ % 18-59 yrs. ⁰ % 60+ yrs. ⁰

- 2. How many additional people participate in your organization's primary, sponsored activities as audience members, spectators and attendees?** *This does not include volunteers or staff.*

July 2018-June 2019 ¹⁷⁰⁰ July 2019-June 2020 ¹⁰⁰ July 2020-June 2021 (Projected) ³⁰⁰
 Current year: % Greenbelt residents ⁷⁵ % Non-residents ²⁵
 % ages 12 and under ¹⁵ % 13-17 yrs. ¹⁵ % 18-59 yrs. ⁶⁰ % 60+ yrs. ¹⁰

C. KEY PERSONNEL (organizational effectiveness)

- 1. Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
Christine Bailey	yes	President	1 year
Matthew Elliott	yes	Vice President	1 year
Zaven Arzoumanian	yes	Secretary	1 year
Mary Durkin	no	Treasurer	1 year
Michael Green	yes	Information Officer	1 year
Brian Bailey	yes	Player Agent	1 year
Craig Hebert	yes	Intermediate Commissioner	1 year
Troy White	yes	Minors Commissioner	1 year
Rosa Hernandez	no	member	
Andrea Crim	no	member	

How does your organization select Board members and/or officers?

New board members are volunteers from the community, often parents of participants, who must be approved by the Board. Officers are elected from and by the Board.

Is your organization's leadership representative of the population which you intend to serve?
Please comment.

As with many youth organizations - especially those which are sports oriented - the leadership, coaches, etc. are adults, while the participants are children. In terms of gender, the representation is roughly the same in terms of percentages in the adult leadership and youth participants.

- 2. Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	# hours per person per week	Description of duties <i>If positions are seasonal, please indicate months of service.</i>
Umpire	1-2	2-6	Adult umpires for older divisions and/or when junior umpires are not available.

Independent contractors and consultants

Role	# of contractors Individuals or companies
Umpire games when needed	1-2

3. **City staff disclosure.** If any of your Board members or key staff persons are City of Greenbelt employees, please provide their name, Department and job title below.

None

4. Volunteers

July 2018-June 2019 ⁹⁰____ July 2019-June 2020 ³⁰____ July 2020-June 2021 (Projected) ⁵⁰____

Current year: % Greenbelt residents ⁶⁷____ % Non-residents ³³____

% ages 12 and under ⁰____ % 13-17 yrs. ⁰____ % 18-59 yrs. ⁹⁷____ % 60+ yrs. ³____

Please describe the ways in which volunteers contribute to your organization.

GYBLL is led and managed by an all-volunteer Board of Directors (including it's Officers). Managers and assistant coaches are all volunteers. Fundraising is a volunteer effort also.

D. NARRATIVE. Please address all of the following points briefly in four pages or fewer. Upload your response as a PDF file in section F, below.

Benefit to the Community

1. **Organizational history and activities.** Provide a brief historical overview of your organization, including your date of founding and a general description of the organization's sponsored activities. Highlight your greatest achievements during the current and most recently completed years. If known, please comment also on any aspects of your program that are distinctive, creating opportunities that would otherwise be lacking in Greenbelt or the surrounding area. If your programs may appear to duplicate or compete with services currently provided by the City of Greenbelt or other Recognition Groups, please clarify the unique value of your activities. (Upon review of this application, staff may bring potential conflicts to your attention if they have not already been addressed.)
2. **Personal benefit.** How do direct participants and spectators personally benefit from your sponsored activities?
3. **Partnerships.** If applicable, please provide examples of how your organization has collaborated with other local groups and agencies on program development and/or promotions during the past and current fiscal years.
4. **Community benefit.** If applicable, please comment on how you believe your programs enhance the community at large. How do your activities contribute to the overall vitality of Greenbelt and the well-being of its citizens? How is your organization helping to make Greenbelt a better, healthier and happier place in which to live, work and play?

Organizational Effectiveness

5. **Marketing, outreach and evaluation.** Please describe the ways in which you communicate with current and prospective participants. How do you inform the community about your sponsored activities and encourage participation? How do you collect input and feedback?
6. **Challenges.** What are the most significant challenges that your organization is experiencing? How are you addressing these challenges?
7. **Goals.** What are your organization's goals and how are you working toward them?
8. **City support.** Please indicate what financial and in-kind support has been provided to your organization by the city during the current year, if applicable. How much funding is your organization requesting of the city for fiscal year 2021? How would these funds be used? Please be as specific as possible.
What in-kind support, if any, does your organization anticipate requesting from the city during the coming year?
9. **Matching funds.** For every dollar awarded by the City of Greenbelt, an operating grant recipient must contribute one dollar from other sources toward their program and operating expenses. Funds raised from any other source count toward this match, as long as they are spent on program and operating expenses in the fiscal year for which the grant is awarded. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. Funds spent from the organization's savings can be counted toward the match. Loans, planned giving commitments and income channeled into investments or endowment funds would not count toward the match.

How does your organization plan to match your requested city funding in fiscal year 2021? If your organization experienced a deficit last fiscal year, or if your organization failed to match a City of Greenbelt contribution/grant, please also explain the problem and how you are working to correct it this year.

Reminder: as explained on page 4 of the Policy and Information Guide, a match certification statement will be required at the end of the current fiscal year if your group is now receiving city funding. Your success in meeting your FY20 match may affect your grant amount for FY21.

- E. FINANCIAL INFORMATION.** Please include below the funds which you are requesting from the city and the corresponding proposed expenditures. This is a cash budget; do not include any in-kind values.

EXPENSES	Description	Actual Totals, Last Fiscal Year July 1, 2018 – June 30, 2019	Budget, Current Fiscal Year July 1, 2019 – June 30, 2020	Proposed, Next Fiscal Year July 1, 2020 – June 30, 2021
a. Salaries and wages	N/A			
b. Consultants' fees	N/A			
c. Contractual personnel	Umpires	4,615	206.10	2,000
d. Facility rental	N/A			
e. Dues, memberships, league fees				
f. Utilities	Pepco	1,424	1,303.20	1,000
g. Insurance	Liability	1,809	1,895.98	2,000
h. Supplies and materials	Bats, balls, safety gear	14,340	2,298.35	7,500
i. Equipment purchases	N/A			
j. Equipment rental	N/A			
k. Marketing and outreach	Newsprint ads, flyers, etc	700	179.43	500
l. Travel and lodging	N/A			
m. Food/catering	N/A			
n. Awards	Trophies	1,800	161.00	1,600
o. Grants	N/A			
p. Payment of debt	N/A			
q. Taxes	N/A			
r. Other	P.O. Box, administrative	250	215.14	250
s. Other	Concession expenses	1,600	-192.95	2,500
t. Other	Tournament fee	615	0	700
Total Expenses		27,153	6,066.25	18,050

INCOME	Description	Actual Totals, Last Fiscal Year July 1, 2018 – June 30, 2019	Budget, Current Fiscal Year July 1, 2019 – June 30, 2020	Proposed, Next Fiscal Year July 1, 2020 – June 30, 2021
a. Sales of goods	Snack shack, web site sales	1,700	38.13	3,500
b. Admissions	N/A			
c. Tuition	N/A			
d. Fees for services rendered	N/A			
e. Membership dues, registration fees	Registration fees	11,600	5,614.54	12,500
f. Corporate support	Sponsorships,	4,472	0	4,000
g. Foundation support	N/A			
h. Individual donations	N/A			
i. Loans*	N/A			
j. City of Greenbelt support	10,000	10,000	1,902.08	10,000
k. Other grants	N/A			
l. Organization's savings or interest income	N/A			
m. Other	Other combined fundraisers	450	75.22	700
n. Other				
o. Other				
Total Income		28,222	7,629.97	30,700

* Borrowed funds are not counted toward the required match of your city grant request. Your budget must reflect income from other sources which at least equals the amount of your request.

If there is an increase or decrease of 25% or more in any individual expense or income line items from one year to the next, you will need to upload an explanation of these variances in section F, below.

Financial Reserves

Assets	Actual as of June 30, 2019 (Last Fiscal Year)	Projected as of June 30, 2020 (Current Fiscal Year)
a. Checking/savings accounts*	4,800	6,720.78
b. Restricted operating funds **	N/A	N/A
c. Restricted capital funds**	N/A	N/A
d. Investments	N/A	N/A
e. Endowment balance	N/A	N/A
f. Planned giving commitments	N/A	N/A
Total Financial Reserves	4,800	6,720.78

*Unrestricted funds which the organization may spend at its discretion.

** Cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign. Please indicate the purpose of these funds here:

--

Debt

Creditor	Loan purpose	Actual: monies owed as of June 30, 2019 (Last Fiscal Year)	Projected: monies owed as of June 30, 2020 (Current Fiscal Year)
a. N/A			
b.			
c.			
Total Debt			

In-Kind Contributions Received

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Description	Actual Totals, Last Fiscal Year July 1, 2018 – June 30, 2019	Budget, Current Fiscal Year July 1, 2019 – June 30, 2020	Proposed, Next Fiscal Year July 1, 2020 – June 30, 2021
a. Pro-bono professional services (legal, accounting, etc)	Administrative, Managerial, Technical, and Coaching volunteer	79,000	40,000	81,000
b. Other waived fees	Field rental fees	9,000	9,000	9,000

c. Donated equipment	N/A			
d. Donated supplies and materials	N/A			
e. Donated travel and lodging costs	N/A			
f. Donated space rental	Banquet hall, meeting rooms	1,100	1,100	1,100
g. Other	N/A			
Total In-Kind Contributions		89,100	51,100	91,000

Reimbursements

Please provide a record of all receipts submitted to the Greenbelt Recreation Department for reimbursement during the most recently completed fiscal year in which you received funding. (If your organization is receiving funding for the first time this fiscal year, please record below all receipts submitted so far this fiscal year for reimbursement.) Receipts under \$100 for similar purposes, such as office supplies, can be combined on a single line without specifying a date.

Please check one:

- ☐ Our organization is receiving funding for the first time in the current fiscal year. We are summarizing our reimbursed expenses for the period of July 1, 2019 –present.
- ☒ Our organization received funding during the city's Fiscal Year 2019. We are summarizing our reimbursed expenses for the period of July 1, 2018 – June 30, 2019.
- ☐ Our organization is currently receiving in-kind services only. We last received funding during the city's Fiscal Year 2018. We are summarizing our reimbursed expenses for the period of July 1, 2017 – June 30, 2018.

Date of expense	Description of reimbursed expense	Amount
4/30/19	Equipment (bats, balls, helmets)	\$3948
5/13/19	Uniforms	\$5237
5/20/19	Banners	\$498
Various	Umpires	\$317
2/12/20	Umpire deposit and insurance	1,902.08

During Fiscal Year 2021, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought and

approved. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: <u>Christine Bailey</u>	Title: <u>President</u>
Name: <u>Mary Durkin</u>	Title: <u>Treasurer</u>

If applicable, please specify the organization's federal tax ID#: _____

F. ATTACHMENTS – Please upload in PDF format.

1. **REQUIRED: narrative** addressing all 9 topics in section D, above. Limit: 4 pages. File name format: name_of_organization_narrative_FY21
2. **REQUIRED: program calendars** reflecting the organization's activities from the previous and current fiscal years, including upcoming events. Copies of existing marketing materials and/or summary lists are acceptable. Limit: 3 pages. File name format: name_of_organization_programs_FY21
3. **REQUIRED if applicable: explanation of income and expense variations over 25%.** See section E. File name format: name_of_organization_variances_FY21
4. **OPTIONAL: letters of support** – up to 3 pages. Comments from multiple people or organizations may be combined on a page. File name format: name_of_organization_letter_1_FY21 (etc)
5. **OPTIONAL: summary information about the credentials** of key personnel, paid or unpaid. Limit: 1 page. File name format: name_of_organization_bios_FY21

In the interest of fairness and respect for our panelists' time, please observe all page limitations and refrain from submitting any materials not requested in this application. Extra pages and unsolicited materials will not be forwarded to the Grant Review Panel.

G. ELECTRONIC SIGNATURE

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Greenbelt Recognition Groups and have agreed to abide by the requirements stated therein.**

Signature Christine Bailey Date October 22, 2020

Your role within the applicant organization: President

Explanation of cost variances:

Contractual Personnel: This category is the umpires. We plan to decrease this expense by making use of more volunteer umpires, including junior umpires who will be able to receive service hours for their time, as encouraged by Little League International.

Supplies and materials: Entering the 2019 season national organizations had mandated new bat standards to improve player and spectator safety. Thus we deemed it necessary to purchase more new bats than normal. For the 2020 and 2021 seasons, some bats will need to be replaced but less than 2019.

Concession: The concession numbers were lower than expected for 2019 for a few reasons. We had some issues with the water having been accidentally shut off and not quickly restored, which postponed our ability to prepare for the opening. In addition, we did have more travel games as part of Little League, meaning less home games during which to sell concessions. The concession projection for 2021 remains unclear. If COVID restrictions in Spring 2021 allow for reopening of concessions sales we will do our best to draft an acceptable plan, for approval by the City, to restart sales. We would anticipate that this would result in a more limited menu and likely reduced revenue from past years. If the existing restrictions remain in place, we will not be having any concessions in 2021.

1. Organizational history and activities. Greenbelt Youth Baseball was incorporated in 2016, but continues a tradition of organized youth baseball in Greenbelt dating back to 1951. Starting in 2019, Greenbelt Youth Baseball has joined Little League (now known as Greenbelt Youth Baseball Little League (GYBLL)) and now participates in the various activities that Little League provides. This includes playing games with other leagues in our District, such as Laurel and South Baltimore, as well as playing in the state tournament at the end of the season. This provides new opportunities for both our players and the city as a whole. Teams from other areas will visit Greenbelt to play regular season games. As soon as we are able to return to normal schedules will also have the opportunity to host a tournament through Little League, bringing even more visitors to our city. We want them to see how wonderful our city is.

Our group provides the opportunity to learn and play the game of baseball to children between the ages 5 and 12 years old who live within the city limits of Greenbelt and the surrounding area. When possible, our season begins in the Spring of each year. The season kicks off with an opening day parade, which includes all teams displaying their banner and marching to the major league baseball field, and after a presentation of each team, a double header is played. Since we are now part of Little League, the season typically ends with a state tournament. The winner of that tournament will go on with the opportunity to play for the national championship. The season ends in July.

With increased competition from other sports (soccer and lacrosse for example) and many baseball programs now being year-round, highly competitive travel teams, several neighboring jurisdictions have been cutting recreational baseball, leading players and even teams to seek to join us.

Our main activities are typically in the spring and early summer. We do also hold a Fall Ball session in September and October. During Fall Ball we seek to play games against other area leagues when the opportunity arises. If that is not an option, then we offer games within our league, as well as lots of practice opportunities.

2. Personal benefit. Throughout all levels of our division participants are given an opportunity to be physically active in an enjoyable manner. At each level, they learn teamwork, sportsmanship, and respect for their opponents. As they advance, they learn leadership, responsibility and how to encourage their teammates. Spectators are treated to live baseball games that are often very competitive and exciting.

3. Partnerships. Many of our collaborations have been with sponsors, who provide us funds in return for marketing opportunities. We also partner with several area businesses in activities which generate more business for them and funds for us. Teams from our league sometimes scrimmage against teams from other leagues in the area.

4. Community benefit. We provide an outlet for healthy activity for the participants and coaches. Many people attend our games, which are free of charge. This provides entertainment and social interaction.

5. Marketing, outreach and evaluation. GYBLL reaches prospective participants by advertising in the Greenbelt News Review; publishing announcements in social media such as Facebook and email list-serves; and, when possible, putting flyers in area schools. Feedback is often received via face-to-face conversations. Additionally, we often request parents to submit answers to a survey at the end of the season to express their level of satisfaction.

6. Challenges. A significant challenge faced by our organization continues to be the conditions of our playing fields. Without proper drainage, the field conditions deteriorate, limiting our ability to use the fields after poor weather conditions. Similar to the past several years, the frequent wet weather in 2019 led to games that were postponed because of the condition of the fields, not because it was raining at the time.

As with many volunteer organizations, we have an ongoing need for new volunteers. In a youth league such as ours, we often have parents involved for only as long as their children participate. This creates an ongoing need for new volunteers. As much as we can, we mentor parents who wish to coach as their children come into the league.

Also, it seems we are still paying the electric bill for the street light near our snack shack, even during the off season. This is evident by the fact that our off season electric bill runs to a total of approximately a hundred dollars, even though power is completely off inside the Snack Shack. Correcting this problem would free money that would then be available for our youth program.

Finally, as with everyone this year, Covid 19 has caused many challenges. We did have to cancel our Spring season, however we have been able to run a Fall season. For this to happen we have had the added expense of cleaning supplies, to wipe down all areas before and after use, and new equipment to ensure that players are not sharing.

7. Goals. Once we are through the pandemic we hope to return to our past levels of activity, with even more participants. We want to improve the level of competitiveness within our organization. This will enable the participants from our league who choose to continue playing as they get older to compete with other athletes as they move up to the next level of play. Also, we aim to increase participation and expand to more teams.

8. City support. During the past fiscal year, we were approved to receive \$10,000 in support from the City of Greenbelt. For the fiscal year 2021, we are again requesting \$10,000. These funds will be used primarily to provide uniforms and equipment for the league teams. As in past years, we request continued use and maintenance of baseball fields for practices and games.

9. Matching funds. Greenbelt Youth Baseball raises funds through a variety of methods. While a few scholarships are given to those without the means to pay, most participants pay a registration fee. We have several community organizations and commercial enterprises who are sponsors. We operate a concession stand (The Snack Shack) located at McDonald Field. The Shack is open during games and sells a variety of items, such as, but not limited to, hot dogs, hamburgers, chips, drinks, candy, and frozen treats. We have discussed the options for offering concession sales at some of our other fields in the future. In addition, we hold other fundraising events. One of the biggest is the annual League Night Out with the Bowie Baysox, in which the Baysox share the proceeds of tickets we sell. We had planned a similar event with Nationals before the pandemic hit. We also have held several fundraisers with local restaurants during which a percentage of their sales are donated to us. Finally, we have GYBL gear (shirts, hats, etc.) for sale through our website. This is in conjunction with Dick's Sporting Goods and we receive a portion of the proceeds from each sale.

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Terri Hruby

Submitting Department: Planning

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

FY 2021 - FY 2026 Draft Consolidated Transportation Program

Suggested Action:

Reference: Memorandum with Attachments, T. Hruby, 11/4/20

The City has reviewed the Draft FY 2021 - 2026 Maryland Department of Transportation Consolidated Transportation Program (CTP). Staff attended the annual tour meeting on November 5, 2020.

The FY 2021-2026 Draft CTP totals a \$13.4 billion six-year capital budget, representing a \$2.9 billion reduction compared to the \$16.3 billion FY 2020-2025 CTP. The reduction of the CTP is directly related to revenue declines associated with the COVID -19 pandemic health crisis. The \$2.9 billion reduction reflects capital budget reductions of \$1.9 billion, as well as a \$98 million reduction in MDOT's 2020 operating budget. In terms of projects included in the CTP, there are not notable changes in road projects for the City. There continues not to be funding for the full interchange at Greenbelt Metro Station, MD 201 extended continues to be on hold, Phase 2 and 3 of the US 1 improvement project continues not to be funded, SCMAGLEV and the I-495 & I-270 Managed Lane Study continue to be funded and the Purple Line continues to move forward. Despite the MD-193 Greenbelt Road Streetscape Project being a transportation priority of the County and the City, the project continues to not be included in the CTP.

Staff recommends City Council transmit a letter to Transportation Secretary restating the City Council's opposition to: the SCMAGLEV project, the Traffic Relief Plan (I-495 & I-270 Managed Lane Study), MD 201 Extended and the lack of funding for the Full Interchange at Greenbelt Metro Station project. Staff also recommends City Council request the MD 193 Greenbelt Road Streetscape Project (referred to as MD 193, Phase 1, US 1 to Hanover Parkway) be added to the CTP.

Attachments:

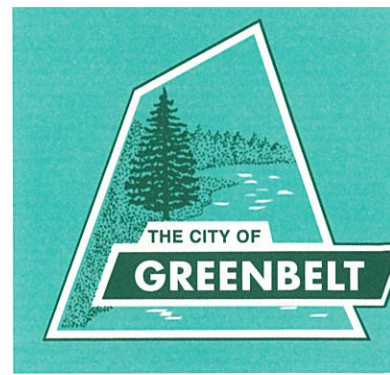
[Attachment C - 2020-2025_CTP_City_Letter.pdf](#)

[CTP FY 21-26 Revised Attachment B.pdf](#)

Fina Draft CTP FY 2021-2026 Staff Memo.rtf
Transportation Priority FY21-26 CTP Letter-Attachment A.pdf

CITY OF GREENBELT

25 CRESCENT ROAD, GREENBELT, MD. 20770-1886



October 29, 2019

Pete K. Rahn, Secretary
Maryland Department of Transportation
7201 Corporate Center
Hanover, MD 21076

CITY COUNCIL
Emmett V. Jordan, Mayor
Judith F. Davis, Mayor Pro Tem
Colin A. Byrd
Leta M. Mach
Silke I. Pope
Edward V.J. Putens
Rodney M. Roberts

RE: 2020-2025 Draft Consolidated Transportation Program (CTP)

Dear Secretary Rahn:

The Greenbelt City Council has had the opportunity to review the *State's Draft Consolidated Transportation Program (CTP) for fiscal years 2020-2025*. The City Council offers the following comments.

The City continues to be disappointed that the MD-193 – Greenbelt Road Streetscape project, which was placed on hold in 2002, remains excluded from the CTP. Greenbelt Road is a major east-west roadway that serves as a major gateway to our Community and represents Prince George's County to many who travel along it. The City requests that this very important project for the State, County and local communities be **added** to the CTP and funding allocated to planning.

In addition, the City strongly **opposes**:

- The removal of funding from the **I-95/I-495 Capital Beltway** (Full Interchange at Greenbelt Metro Station) project and the City requests that funding is restored to this important project. The existing partial interchange is designed so that it is largely capturing traffic from the north (heading south) and therefore inadvertently appearing to be designed for neighboring counties to the north as well as tourists and not specifically for the benefit of Prince George's county residents. Also, if a full interchange is constructed more local traffic would go through the interchange reducing the impact of current and future developments on local streets. In addition, if the State, County and City are to be successful at attracting a large tenant and high quality transit oriented development to the Station, a full interchange must be constructed. We need to be proactive in attracting economic development to the region, not take a wait and see approach.
- The **I-270 Eisenhower Memorial Highway, and I-495, Capital Beltway** Planning Study (Traffic Relief Plan) and the **Baltimore-Washington Superconducting Maglev** (SCMAGLEV) project. The impacts these projects will have on the natural, socioeconomic, cultural and built environment are unacceptable. These projects will do little to address the region's congestion, but have high environmental, human and financial costs.

A NATIONAL HISTORIC LANDMARK

(301) 474-8000 FAX: (301) 441-8248

www.greenbeltmd.gov

- The **MD 201 Extended (Edmonston Road) / US 1 (Baltimore Avenue)** project. This project will have significant environmental impacts on wetlands to the north of the City as well as on Beltsville Agricultural Research Center (BARC) property. The BARC property is one of the last remaining gems of uninterrupted open space in this urbanized region.

The City deems these projects it opposes to be in direct conflict with the State's priorities outlined in the CTP to include the following: Use resources wisely; Deliver transportation solutions and services of great value; Be a good neighbor; Be a good steward of our environment; and Be fair and reasonable to our partners. The CTP should support the State's transportation priorities, not be in conflict with them.

The City, on the other hand, appreciates and remains **supportive** of:

- The state's continued support for the construction of the **Purple Line**, investment in the **WMATA Metrorail** system and for funding locally operated transit systems capital procurement projects through the **Prince Georges County Local Bus Program**.
- The **US 1, Baltimore Avenue** reconstruction project and the City also supports College Park's request to have funding programed for design, engineering and construction of Segments 2 and 3 (US 1 from MD-193 to I-95) of this project.
- The allocation of funding to **Bicycle and Pedestrian Related Projects**. The City shares the State's and Prince George's County's concern for pedestrian and bicycle safety and strongly urges that projects continue to be added that support this State and local priority.

Thank you for the opportunity to review and comment on the CTP. If you have any questions please contact Judith Howerton, Community Planner at 301-345-5417.

Sincerely,


Emmett V. Jordan
Mayor

cc: City Council
 Senator Paul G. Pinsky
 Delegate Anne Healey
 Delegate Alonzo Washington
 County Council Chair Todd Turner
 Four Cities Coalition
 Victor Weissberg, Prince George's County DPW&T
 Nicole Ard, City Manager
 Terri Hruby, Director of Planning and Community Development



PROJECT: I-95/I-495, Capital Beltway

DESCRIPTION: Construct a full interchange along I-95/I-495 at the Greenbelt Metro Station and extensions of acceleration and deceleration lanes along I-95/I-495 from US 1 to MD 201.

PURPOSE & NEED SUMMARY STATEMENT: This interchange would improve traffic operations on mainline I-95/I-495 and improve access to the Greenbelt Metro Station.

SMART GROWTH STATUS: ☐ Project Not Location Specific ☐ Not Subject to PFA Law

☒ Project Inside PFA ☐ Grandfathered
☐ Project Outside PFA ☐ Exception Will Be Required
☐ PFA Status Yet to Be Determined ☐ Exception Granted

ASSOCIATED IMPROVEMENTS: Traffic Relief Plan (Statewide - Line 5)

STATUS: Project on hold.

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: None.

POTENTIAL FUNDING SOURCE:

☒ SPECIAL ☒ FEDERAL ☐ GENERAL ☐ OTHER

PHASE	TOTAL ESTIMATED COST (\$000)	EXPENDED THRU 2020	EXPENDED IN 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PROJECTED CASH REQUIREMENTS FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
						...2023...	...2024...	...2025...	...2026...		
Planning	1,561	1,561	0	0	0	0	0	0	0	0	0
Engineering	10,773	10,773	0	0	0	0	0	0	0	0	0
Right-of-way	129	129	0	0	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	824	824	0	0	0	0	0	0	0	0	0
Total	13,288	13,288	0	0	0	0	0	0	0	0	0
Federal-Aid	8,883	8,883	0	0	0	0	0	0	0	0	0
Special	4,404	4,404	0	0	0	0	0	0	0	0	0
Other										0	

Classification:

STATE - Principal Arterial

FEDERAL - Interstate

STATE SYSTEM: Primary

Estimated Annual Average Daily Traffic (vehicles per day)

CURRENT (2020) 231,000

PROJECTED (2040) 245,000

**STATE GOALS : Maryland Transportation Plan (MTP) Goals/Selection Criteria:**

- | | |
|---|---|
| ☒ Safe, Secure, and Resilient | ☐ Quality & Efficiency |
| ☒ Maintain & Modernize | ☐ Environmental Protection |
| ☐ Economic Opportunity & Reduce Congestion | ☐ Fiscal Responsibility |
| ☒ Better Transportation Choices & Connections | |

EXPLANATION: This project will improve traffic operations while enhancing bicycle and pedestrian mobility and safety. **STATUS:** Construction underway.

PROJECT: US 1, Baltimore Avenue

DESCRIPTION: Reconstruct US 1 from College Avenue to MD 193 (Segment 1). Includes bicycle and pedestrian improvements (1.5 miles).

PURPOSE & NEED SUMMARY STATEMENT: There are significant mobility needs along this segment of US 1. This project will improve traffic operations, pedestrian circulation, and safety. This project will also accommodate planned revitalization within College Park.

SMART GROWTH STATUS: ☐ Project Not Location Specific ☐ Not Subject to PFA Law

- | | |
|--|---|
| ☒ Project Inside PFA | ☐ Grandfathered |
| ☐ Project Outside PFA | ☐ Exception Will Be Required |
| ☐ PFA Status Yet to Be Determined | ☐ Exception Granted |

ASSOCIATED IMPROVEMENTS: US 1, MD 193 to I-95, Segments 2 and 3 (Line 30)

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: None.

POTENTIAL FUNDING SOURCE:											
					☒ SPECIAL	☒ FEDERAL	☐ GENERAL	☒ OTHER			
PHASE	TOTAL ESTIMATED COST (\$000)	EXPENDED THRU 2020	EXPENDED IN 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PROJECTED CASH REQUIREMENTS FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
						...2023...	...2024...	...2025...	...2026...		
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	9,587	9,587	300	0	0	0	0	0	0	0	0
Right-of-way	5,639	4,709	882	688	242	0	0	0	0	930	0
Utilities	3,959	568	568	1,041	1,041	1,042	267	0	0	3,391	0
Construction	31,200	2,215	1,745	4,878	7,318	7,623	9,166	0	0	28,985	0
Total	50,385	17,079	3,495	6,607	8,601	8,665	9,433	0	0	33,306	0
Federal-Aid	37,579	8,783	1,632	5,271	7,436	7,709	8,380	0	0	28,796	0
Special	12,506	7,996	1,782	1,336	1,165	956	1,053	0	0	4,510	0
Other	300	300	81	0	0	0	0	0	0	0	0

Classification:

STATE - Intermediate Arterial

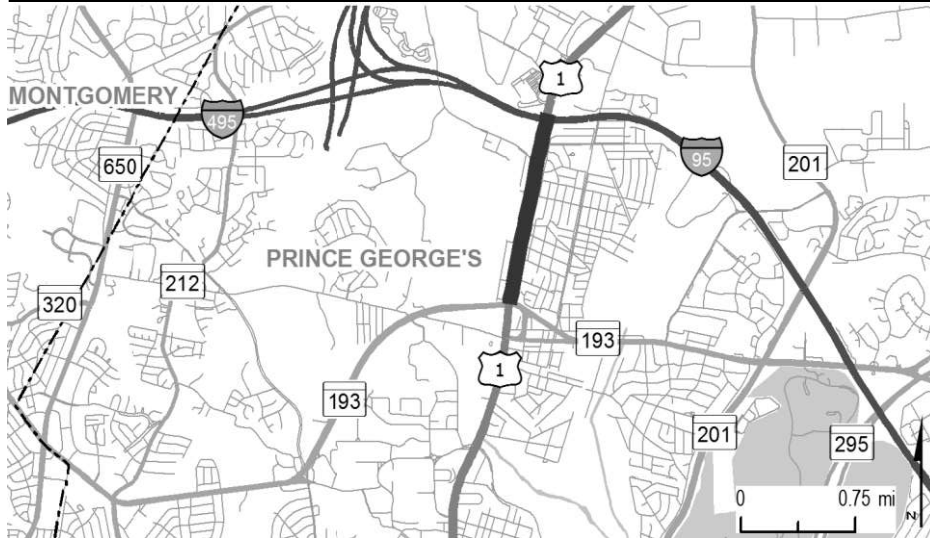
FEDERAL - Other Principal Arterial

STATE SYSTEM: Secondary

Estimated Annual Average Daily Traffic (vehicles per day)

CURRENT (2020) 38,700

PROJECTED (2040) 55,500

**PROJECT:** US 1, Baltimore Avenue**DESCRIPTION:** Reconstruct US 1 from MD 193 to I-95 (Capital Beltway) (Segments 2 and 3) (1.1 miles). Bicycle and pedestrian facilities will be included.**PURPOSE & NEED SUMMARY STATEMENT:** There are significant mobility needs along this segment of US 1. This project would improve traffic operations, pedestrian circulation, safety, and accommodate planned revitalization within College Park.**SMART GROWTH STATUS:** ☐ Project Not Location Specific ☐ Not Subject to PFA Law

☒ Project Inside PFA	☐ Grandfathered
☐ Project Outside PFA	☐ Exception Will Be Required
☐ PFA Status Yet to Be Determined	☐ Exception Granted

ASSOCIATED IMPROVEMENTS: US 1, College Avenue to MD 193 (Segment 1) (Line 13)
MD 201 Extended/US 1, I-95/I-495 to north of Muirkirk Road (Line 25)
Traffic Relief Plan (Statewide - Line 5)**STATUS:** Planning complete.**SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP:** None.**POTENTIAL FUNDING SOURCE:**
☒ SPECIAL ☐ FEDERAL ☐ GENERAL ☒ OTHER

PHASE	TOTAL		EXPENDED IN 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PROJECTED CASH REQUIREMENTS				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED	EXPENDED				FOR PLANNING PURPOSES ONLY					
	COST (\$000)	THRU 2020				...2023...	...2024...	...2025...	...2026...		
Planning	1,387	1,387	0	0	0	0	0	0	0	0	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0
Total	1,387	1,387	0	0	0	0	0	0	0	0	0
Federal-Aid											0
Special	1,387	1,387	0	0	0	0	0	0	0	0	0
Other											0

Classification:**STATE -** Intermediate Arterial**FEDERAL -** Other Principal Arterial**STATE SYSTEM:** Secondary**Estimated Annual Average Daily Traffic (vehicles per day)****CURRENT (2020)** 48,600**PROJECTED (2040)** 53,300

MARYLAND TRANSIT ADMINISTRATION – Line 33**Primary Construction Program****STATE GOALS : Maryland Transportation Plan (MTP) Goals/Selection Criteria:**

- | | |
|--|--|
| ☐ Safe, Secure, and Resilient | ☒ Quality & Efficiency |
| ☐ Maintain & Modernize | ☒ Environmental Protection |
| ☐ Economic Opportunity & Reduce Congestion | ☐ Fiscal Responsibility |
| ☐ Better Transportation Choices & Connections | |

EXPLANATION: The Purple Line will serve a corridor that currently lacks rail transit service and includes important commercial, institutional, and residential communities. Electrically powered trains will reduce air pollution and greenhouse gas emissions associated with cars and buses. Transit travel times in corridor will be reduced.

PROJECT: Purple Line

DESCRIPTION: The Purple Line is a 16-mile double track light rail line that will operate between Bethesda in Montgomery County and New Carrollton in Prince George's County. The Bethesda to Silver Spring segment will include a parallel hiker/biker trail. The line will include direct connections to Metrorail in four locations, all three MARC Train lines, and Amtrak. The project includes track, stations, railcars, and two operation and maintenance facilities.

PURPOSE & NEED SUMMARY STATEMENT: The Purple Line will provide faster, more reliable transportation between residential and major employment areas. It will enhance access to existing radial Metrorail lines, increase capacity of congested roadways, support economic development consistent with local master plans, and reduce environmental impacts.

- SMART GROWTH STATUS:** ☐ Project Not Location Specific ☐ Not Subject to PFA Law
- | | |
|--|---|
| ☒ Project Inside PFA | ☐ Grandfathered
☐ Exception Will Be Required
☐ Exception Granted |
| ☐ Project Outside PFA | |
| ☐ PFA Status Yet to Be Determined | |

ASSOCIATED IMPROVEMENTS:

Purple Line: Third-Party Funded Projects - Line 34

STATUS: Design activities and construction are underway.

POTENTIAL FUNDING SOURCE:											
☒ SPECIAL ☒ FEDERAL ☐ GENERAL ☐ OTHER											
PHASE	TOTAL ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR	PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
						...2023...	...2024...	...2025...	...2026...		
Planning	53,007	53,007	0	0	0	0	0	0	0	0	0
Engineering	299,442	265,260	19,200	19,000	15,182	0	0	0	0	34,182	0
Right-of-way	249,600	243,100	35,236	6,500	0	0	0	0	0	6,500	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	876,207	817,969	258,251	28,409	2,062	27,767	0	0	0	58,238	0
Total	1,478,256	1,379,336	312,687	53,909	17,244	27,767	0	0	0	98,920	0
Federal-Aid	960,370	595,637	191,672	197,627	167,106	0	0	0	0	364,733	0
Special	355,592	702,298	101,015	(183,718)	(190,755)	27,767	0	0	0	(346,706)	0
Other	162,294	81,401	20,000	40,000	40,893	0	0	0	0	80,893	0

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: None

USAGE: Daily ridership estimated at 72,000 in 2040.

**STATE GOALS : Maryland Transportation Plan (MTP) Goals/Selection Criteria:**

- | | |
|--|--|
| ☐ Safe, Secure, and Resilient | ☒ Quality & Efficiency |
| ☐ Maintain & Modernize | ☒ Environmental Protection |
| ☐ Economic Opportunity & Reduce Congestion | ☐ Fiscal Responsibility |
| ☐ Better Transportation Choices & Connections | |

EXPLANATION: The Purple Line will serve a corridor that currently lacks rail transit service and includes important commercial, institutional, and residential communities. Electrically powered trains will reduce air pollution and greenhouse gas emissions associated with cars and buses. Transit travel times in corridor will be reduced.

PROJECT: Purple Line: Third-Party Funded Projects

DESCRIPTION: Montgomery County has elected to fund a program of projects that will be implemented through and associated with the Purple Line. Projects include a new southern entrance to the Bethesda Red Line station, Capital Crescent Trail, and the Silver Spring Green Trail along Wayne Avenue. In addition, the University of Maryland has funded a project to pave a .95 mile bicycle path. This project also includes repairs to the Polk Street Maintenance Facility roof, which will be funded by Prince George's County Department of Parks and Recreation.

PURPOSE & NEED SUMMARY STATEMENT: To further enhance the transportation and quality of life benefits of the Purple Line, Capital Crescent Trail, and Polk Street Maintenance Facility, Montgomery County, University of Maryland, and Prince George's County Department of Parks and Recreation are adding additional access features.

SMART GROWTH STATUS: ☐ Project Not Location Specific ☐ Not Subject to PFA Law

☒ Project Inside PFA	☐ Grandfathered ☐ Exception Will Be Required ☐ Exception Granted
☐ Project Outside PFA	
☐ PFA Status Yet to Be Determined	

ASSOCIATED IMPROVEMENTS:

Purple Line - Line 33

STATUS: Design activities and construction are underway.

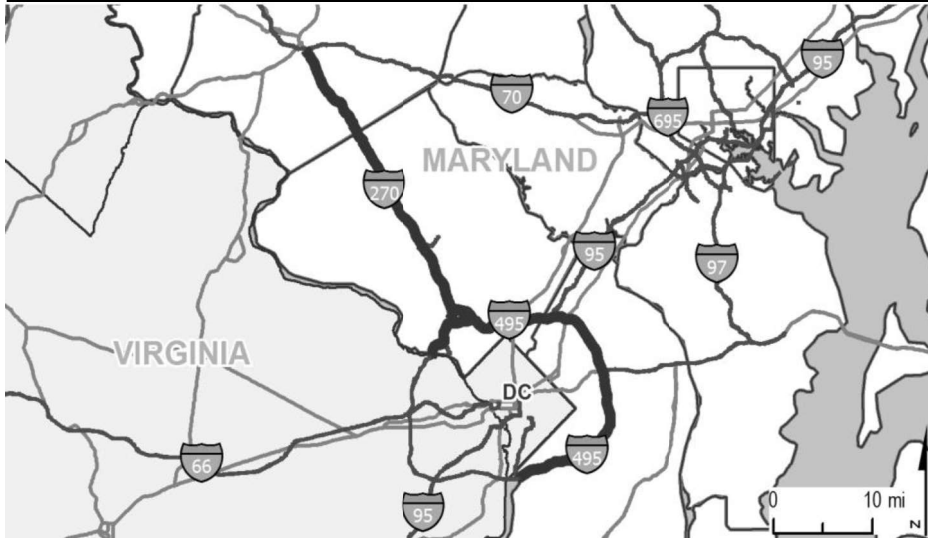
POTENTIAL FUNDING SOURCE:											
	☒ SPECIAL ☒ FEDERAL ☐ GENERAL ☐ OTHER										
PHASE	TOTAL ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR	PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
						...2023...	...2024...	...2025...	...2026...		
Planning	2,730	530	530	2,200	0	0	0	0	0	2,200	0
Engineering	190	190	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	145,542	64,826	22,627	44,398	36,318	0	0	0	0	80,716	0
Total	148,462	65,546	23,157	46,598	36,318	0	0	0	0	82,916	0
Federal-Aid	2,000	388	388	1,612	0	0	0	0	0	1,612	0
Special	53	(28,376)	4,941	16,986	26,500	(15,057)	0	0	0	28,429	0
Other	146,409	93,534	17,828	28,000	9,818	15,057	0	0	0	52,875	0

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: None

USAGE:

1453, 1487, 1488, 1525, 1526, 1573, 1597

STATE HIGHWAY ADMINISTRATION -- State Wide -- Line 5



PROJECT: I-270, Eisenhower Memorial Highway, and I-495, Capital Beltway

DESCRIPTION: Planning activities in support of the Traffic Relief Plan, which will implement managed lanes along I-270 and I-495. The I-495 & I-270 Public-Private Partnership (P3) Program will include improvements for over 70 miles of interstate in Maryland including I-495 (Capital Beltway) from south of the George Washington Memorial Parkway, including replacement of the American Legion Bridge over the Potomac River, to the Woodrow Wilson Bridge and I-270 (Dwight D. Eisenhower Memorial Highway) from I-495 to I-70, including the east and west I-270 spurs. The I-495 & I-270 Managed Lanes Study is the first element in the P3 Program currently undergoing the environmental review process. The other element is I-270 from I-370 to I-70 pre-NEPA activities which will extend along I-270 from I-370 in Montgomery County to I-70 in Frederick County, Maryland.

PURPOSE & NEED SUMMARY STATEMENT: The purpose of the I-495 & I-270 Public-Private Partnership (P3) Program is to develop a travel demand management solution(s) that addresses congestion, improves trip reliability on I-495 and I-270 and enhances existing and planned multimodal mobility and connectivity. The study will address the following needs: accommodate existing traffic and long-term traffic growth, enhance trip reliability, provide additional roadway travel choices, accommodate homeland security, and improve movement of goods and services.

SMART GROWTH STATUS:

☐ Project Not Location Specific ☐ Not Subject to PFA Law

☐ Project Inside PFA

☐ Project Outside PFA

☒ PFA Status Yet to Be Determined

☐ Grandfathered

☐ Exception Will Be Required

☐ Exception Granted

ASSOCIATED IMPROVEMENTS: I-270, Interchange Construction at Watkins Mill Road (Montgomery County Line 2)

I-270, Innovative Congestion Management (Montgomery County Line 1)

I-95/I-495, Bridge Replacements over Suitland Road (Prince George's County Line 1)

I-95/I-495 Bridge Replacement over Suitland Parkway (Prince George's County Line 2)

STATUS: Planning underway. MDOT is funding planning activities in advance of awarding a contract for design and construction to a private partner, as part of a public/private partnership. Any upfront expenses will be reimbursed at the close of the public/private partnership.

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: The cost increase of \$2.8M is due to additional wetland credits in the Patuxent Watershed.

POTENTIAL FUNDING SOURCE:

☒ SPECIAL

☒ FEDERAL

☐ GENERAL

☒ OTHER

PHASE	TOTAL ESTIMATED COST (\$000)	EXPENDED THRU 2020	EXPENDED IN 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PROJECTED CASH REQUIREMENTS FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
						...2023...	...2024...	...2025...	...2026...		
Planning	130,130	98,849	55,000	31,281	0	0	0	0	0	31,281	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	12,316	624	624	10,492	1,200	0	0	0	0	11,692	0
Total	142,446	99,473	55,624	41,773	1,200	0	0	0	0	42,973	0
Federal-Aid	27,888	0	0	26,748	1,140	0	0	0	0	27,888	0
Special	64,558	49,473	29,187	15,025	60	0	0	0	0	15,085	0
Other	50,000	50,000	26,437	0	0	0	0	0	0	0	0

Classification:

STATE - Principal Arterial

FEDERAL - Interstate

STATE SYSTEM: Primary

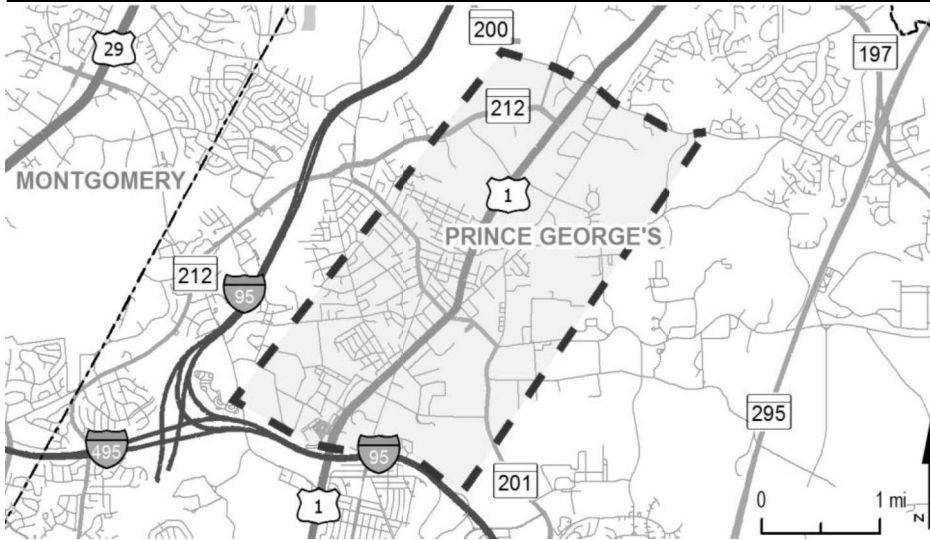
Estimated Annual Average Daily Traffic (vehicles per day)

CURRENT (2020) N/A

PROJECTED (2040) N/A

STATE HIGHWAY ADMINISTRATION -- Prince George's County -- Line 25

Secondary Development & Evaluation Program



PROJECT: MD 201 Extended and US 1, Baltimore Avenue

DESCRIPTION: Study of capacity improvements on MD 201 and US 1 from I-95/I-495 (Capital Beltway) to north of Muirkirk Road (7.1 miles). Bicycle and pedestrian access will be considered as part of this project.

PURPOSE & NEED SUMMARY STATEMENT: US 1 and MD 201 have significant mobility needs during peak periods. The industrial and employment centers in the area are being developed, which is expected to further increase traffic.

SMART GROWTH STATUS: ☐ Project Not Location Specific ☐ Not Subject to PFA Law

☐ Project Inside PFA ☐ Grandfathered
☐ Project Outside PFA ☐ Exception Will Be Required
☒ PFA Status Yet to Be Determined ☐ Exception Granted

ASSOCIATED IMPROVEMENTS: US 1, MD 193 to I-95/I-495 (Capital Beltway) (Line 30)
 Traffic Relief Plan (Statewide - Line 5)

STATUS: Project on hold.

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: None.

POTENTIAL FUNDING SOURCE:

☒ SPECIAL ☐ FEDERAL ☐ GENERAL ☐ OTHER

PHASE	TOTAL ESTIMATED COST (\$000)	EXPENDED THRU 2020	EXPENDED IN 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PROJECTED CASH REQUIREMENTS FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
						...2023...	...2024...	...2025...	...2026...		
Planning	6,839	6,839	0	0	0	0	0	0	0	0	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0
Total	6,839	6,839	0	0	0	0	0	0	0	0	0
Federal-Aid										0	
Special	6,839	6,839	0	0	0	0	0	0	0	0	0
Other										0	

Classification:

STATE - Minor Arterial

FEDERAL - Other Principal Arterial

STATE SYSTEM: Secondary

Estimated Annual Average Daily Traffic (vehicles per day)

CURRENT (2020) 47,100

PROJECTED (2040) 59,300



PROJECT: Baltimore-Washington Superconducting Maglev (SCMAGLEV) Project

DESCRIPTION: Baltimore-Washington Rapid Rail (BWRR), a private company based in Maryland, is proposing to construct an SCMAGLEV train system between Baltimore, Maryland and Washington, DC with an intermediate stop at BWI Marshal Airport. An Environmental Impact Statement (EIS) is being prepared to evaluate the potential impacts of the construction and operation of such a system. This phase of the project is being funded by a grant from the Federal Railroad Administration with matching funds provided by BWRR.

PURPOSE & NEED SUMMARY STATEMENT: Over the next 30 years, population in the Baltimore-Washington region is expected to grow by 30 percent, significantly increasing demand on roadways and railways between the two cities. The purpose of BWRR's proposed action is to increase capacity, reduce travel time, and improve both reliability and mobility options between Baltimore and Washington, with possible future extensions to New York City.

SMART GROWTH STATUS: ☒ Project Not Location Specific ☐ Not Subject to PFA Law

☐ Project Inside PFA
☐ Project Outside PFA
☐ PFA Status Yet to Be Determined

☐ Grandfathered
☐ Exception Will Be Required
☐ Exception Granted

ASSOCIATED IMPROVEMENTS:

None

STATUS: Planning activities are underway.

POTENTIAL FUNDING SOURCE:

☐ SPECIAL ☒ FEDERAL ☐ GENERAL ☒ OTHER

PHASE	TOTAL		PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED	EXPENDED				...2023...	...2024...	...2025...	...2026...		
	COST	THRU									
	(\$000)	CLOSE YEAR									
Planning	34,749	27,249	6,106	7,500	0	0	0	0	0	7,500	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0
Total	34,749	27,249	6,106	7,500	0	0	0	0	0	7,500	0
Federal-Aid	27,800	21,800	4,885	6,000	0	0	0	0	0	6,000	0
Special										0	
Other	6,949	5,449	1,221	1,500	0	0	0	0	0	1,500	0

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP:

None

MARYLAND TRANSIT ADMINISTRATION – Line 28**Primary Construction Program****PROJECT:** Prince George's County Local Bus Program**DESCRIPTION:** Funding for bus replacements as well as capital improvements to bus facilities.**PURPOSE & NEED SUMMARY STATEMENT:** These investments will make The Bus system more reliable and convenient while improving passenger access to the Metrorail system.**SMART GROWTH STATUS:** ☒ Project Not Location Specific ☐ Not Subject to PFA Law☐ Project Inside PFA☐ Project Outside PFA☐ PFA Status Yet to Be Determined☐ Grandfathered☐ Exception Will Be Required☐ Exception Granted**ASSOCIATED IMPROVEMENTS:**

Locally Operated Transit Systems Capital Procurement Projects (Local Jurisdictions) - Line 25

STATUS: Project funding will support annual bus replacements and improvements to bus stops throughout the Prince George's County.**POTENTIAL FUNDING SOURCE:**☒ SPECIAL ☒ FEDERAL ☐ GENERAL ☐ OTHER

PHASE	TOTAL		PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR				...2023...	...2024...	...2025...	...2026...		
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	269	269	269	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	12,927	7,643	551	3,020	664	400	400	400	400	5,284	0
Total	13,196	7,912	820	3,020	664	400	400	400	400	5,284	0
Federal-Aid	6,269	1,722	710	2,416	531	400	400	400	400	4,547	0
Special	6,927	6,190	110	604	133	0	0	0	0	737	0
Other										0	

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: None**USAGE:**

90204

BICYCLE AND PEDESTRIAN RELATED PROJECTS

The Maryland Department of Transportation has various funding programs for bicycle and pedestrian programs. Program funds are used for both design and construction. Several programs are administered as competitive grant programs, in which available funds are awarded to projects managed by local governments and other partners.

TOTAL ESTIMATED FUNDS PROGRAMMED FOR BICYCLE AND PEDESTRIAN IMPROVEMENTS

	Projects currently funded for construction of Dec 2020	as FY21-26 Ped/Bike Programmed Funding^
MVA - Maryland Highway Safety Office - Bicycle Programs	--	66,000
Retrofit Sidewalk Program	4,689,000	33,000,000
Retrofit Bicycle Program	11,680,000	35,000,000
ADA program	3,694,000	35,900,000
Neighborhood Conservation	7,582,794	7,582,794*
Primary/Secondary Program	3,353,064	3,353,064**
Kim Lamphier Bikeways Network Program	--	8,268,000
Transportation Alternatives Program	23,986,280	44,650,000***
Recreational Trails Program	--	5,610,000***
Federal Earmark Projects	--	0^^^
TOTAL	54,985,138	173,363,858

^Includes planning, design and construction funds

*Funding is estimated as a portion of total program funding based on recent bike/ped expenditures

**Additional funding is expected as major projects advance to construction and bicycle and pedestrian costs are itemized

***Funding is estimated based on projected federal appropriations and historic program spending on bicycle and pedestrian projects;
see typical awards on pages below

^^^ No additional earmark projects are expected at this time. Ongoing earmark projects are listed below.

BICYCLE AND PEDESTRIAN RELATED PROJECTS

STATE HIGHWAY ADMINISTRATION

Retrofit Sidewalk Program

Anne Arundel County

MD 424 - Duke of Kent Drive to MD 450

4,689,000

TOTAL

4,689,000

Retrofit Bicycle Program (Fiscal years 21 - 26)

Montgomery County

MD124 - Dosh Drive to MD 117

3,279,000

Prince George's County

US 1 Trolley Trail

5,505,000

Worcester County

US 50 - MD 611 to bridge over Sinepuxent Bay

2,896,000

TOTAL

11,680,000

ADA Program

Carroll County

MD 31 - New Windsor

2,177,000

Washington County

Sidewalks in Hancock, Sharpsburg, and Boonsboro (Fund 77)

1,517,000

TOTAL

3,694,000

BICYCLE AND PEDESTRIAN RELATED PROJECTS

Neighborhood Conservation

	Total CO Cost	Estimated Bike/Ped
<u>Carroll County</u>		
MD 30 Bus. - Hampstead Urban Reconstruction	29,255,000	2,220,455
<u>Frederick County</u>		
MD 140 - East of North Avenue to Timbermill Run	3,188,000	241,969
MD 180 - MD 383 to Old Holter Road	7,322,000	555,740
<u>Kent County</u>		
MD 291 - School Street to Crane Street	3,020,000	229,218
<u>Prince George's County</u>		
MD 212 A - Pine Street to US 1	17,642,000	1,339,028
MD 5 Naylor Mill	17,711,000	1,344,265
MD 500 - MD 208 to D.C. Line	16,385,054	1,243,626
<u>Washington County</u>		
MD 845 A - South of Keedysville to north of Keedysville	5,382,000	408,494

TOTAL

7,582,794

Primary/Secondary Program

<u>Allegany County</u>		
MD 36 - Bridge over Jennings Run shoulders	0.1 miles	15,000
<u>Anne Arundel County</u>		
MD 175 - Disney Road to Reece Road shoulders	1.1 miles	165,000
sidewalks	1.1 miles	151,008
MD 175 - Mapes Road to Reece Road shoulders	0.6 miles	90,000
sidewalks	0.6 miles	82,368

BICYCLE AND PEDESTRIAN RELATED PROJECTS

MD 175 at MD 295		
shoulders	0.7 miles	105,000
sidewalks	0.7 miles	96,096
<u>Baltimore County</u>		
MD 140 - Painters Mill to Garrison View		
wide curb lanes	0.2 miles	30,000
US 1 - Bridge Replacement		
sidewalks	0.1 miles	13,728
<u>Calvert County</u>		
MD 2/4 - Fox Run Boulevard to Commerce Lane		
shoulders	0.8 miles	120,000
sidewalks	0.8 miles	109,824
<u>Cecil County</u>		
MD 272 - Bridge over Amtrak		
shoulders	0.1 miles	15,000
sidewalks	0.1 miles	13,728
<u>Frederick County</u>		
MD 180		
sidewalks	0.7 miles	96,096
MD 85 Phase 1		
sidewalks	0.8 miles	109,824
shoulders	0.8 miles	120,000
<u>Garrett County</u>		
MD 39 - Bridge over the Youghiogheny River		
shoulders	0.1 miles	15,000

BICYCLE AND PEDESTRIAN RELATED PROJECTS

Montgomery County

I-270 - Watkins Mill Road Extended

sidewalks	0.5 miles	68,640
-----------	-----------	--------

MD 97 - South of Brookeville to north of Brookeville

shoulders	0.7 miles	105,000
-----------	-----------	---------

MD 185 - At Jones Bridge Road Phase 3

sidewalks	0.1 miles	13,728
-----------	-----------	--------

wide curb lanes	0.1 miles	15,000
-----------------	-----------	--------

MD 355 - Woodmont Ave. to South Wood Road

wide curb lanes	0.5 miles	75,000
-----------------	-----------	--------

sidewalks	0.5 miles	68,640
-----------	-----------	--------

Prince George's County

US 1 - College Ave. to MD 193

sidewalks	1.5 miles	205,920
-----------	-----------	---------

wide curb lanes	1.5 miles	225,000
-----------------	-----------	---------

I-95 - Bridge 1615305, 1615306 over MD 214

sidewalks	0.1 miles	13,728
-----------	-----------	--------

shoulders	0.1 miles	15,000
-----------	-----------	--------

MD 4 - at Suitland Parkway

sidewalks	0.1 miles	13,728
-----------	-----------	--------

wide curb lanes	0.1 miles	15,000
-----------------	-----------	--------

MD 5 - at MD 373 and Brandywine Road Relocated

sidewalks	1.0 miles	137,280
-----------	-----------	---------

MD 210 - at Kerby Hill Road/ Livingston Road

sidewalks	0.1 miles	13,728
-----------	-----------	--------

wide curb lanes	0.1 miles	15,000
-----------------	-----------	--------

BICYCLE AND PEDESTRIAN RELATED PROJECTS

Saint Mary's County

MD 5 - south of Camp Brown Road to the Roger Station
shoulders 2.2 miles

330,000

MD 5 - at Abell Street/Moakley Street
wide curb lanes 0.2 miles

30,000

Worcester County

US 113 - Public Landing Rd. to Five Mile Branch
shoulders 4.3 miles

645,000

TOTAL**3,353,064**

Transportation Alternatives Program

Anne Arundel County

Bicycle Safety Training Project
Broadneck Peninsula Trail II

145,121

2,407,000

Baltimore City

Inner Harbor Crosswalk and Bicycle Way
Potomac Street Cycle Track
SRTS Pimlico

1,050,000

418,000

258,000

Charles County

Indian Head Trailhead
Indian Head Boardwalk

360,000

3,314,000

Harford County

Aberdeen Connectivity Improvements
Ma and Pa Phase II
Ma and Pa Phase III

1,340,000

1,992,573

2,756,586

Howard County

Patuxent Branch Trail

1,092,000

BICYCLE AND PEDESTRIAN RELATED PROJECTS

Montgomery County

Scott Veirs Shared Use Path	60,000
Flower Avenue Green Street project	1,040,000
North Branch Hiker Biker Trail	2,000,000
Sligo Creek Trail	548,000
MD 355 - Clarksburg Shared Path	651,000

Prince George's County

PG County Bike Share Program - Phase One	737,000
PG County Bike Share Program - Phase 2+3	223,000
Central Avenue Phase 1	640,000
Central Avenue Phase 3	109,000
Bowie Heritage Trail	397,000
SRTS US 1 Hollywood	79,000
SRTS Crittenden	179,000

St. Mary's County

MD 5 Pedestrian and Bicycle Trail	1,741,000
-----------------------------------	-----------

Washington County

Marsh Run Multi use Trail	200,000
SRTS Potomac Street at Howard Street	249,000

TOTAL	23,986,280
--------------	-------------------

**STATE GOALS : Maryland Transportation Plan (MTP) Goals/Selection Criteria:**

- | | |
|---|--|
| ☐ Safe, Secure, and Resilient | ☒ Quality & Efficiency |
| ☒ Maintain & Modernize | ☒ Environmental Protection |
| ☐ Economic Opportunity & Reduce Congestion | ☐ Fiscal Responsibility |
| ☒ Better Transportation Choices & Connections | |

EXPLANATION: Transportation Alternatives projects will improve connectivity by enhancing pedestrian and bicycle mobility. In addition to environmental improvements such as treatment of roadway runoff, tree planting and preservation of historical

PROJECT: Transportation Alternatives Program

DESCRIPTION: Projects that may be considered include: pedestrian or bicycle facilities; provision of safety and educational activities for pedestrians and bicyclists; acquisition of scenic easements and scenic or historic sites; scenic or historic highway programs; landscaping and other beautification; historic preservation; rehabilitation and operation of historic transportation buildings, structures or facilities - including historic railroad facilities and canals; preservation of abandoned railway corridors - including conversion for use as bicycle or pedestrian trails; archaeological planning and research. Project sponsors are required to provide matching funds.

PURPOSE & NEED SUMMARY STATEMENT: Transportation enhancements are projects that will add community and environmental value to the transportation system. The Moving Ahead for Progress in the 21st Century Act's (MAP-21) Transportation Alternatives Program provides that 2% of the apportioned funds be set aside for the program. This new program now includes eligibility for most projects that used to be funded under the Transportation Enhancement Program, as well as Recreational Trails and Safe Routes to School programs.

SMART GROWTH STATUS: ☐ Project Not Location Specific ☒ Not Subject to PFA Law

☐ Project Inside PFA	☐ Grandfathered
☐ Project Outside PFA	☐ Exception Will Be Required
☐ PFA Status Yet to Be Determined	☐ Exception Granted

ASSOCIATED IMPROVEMENTS:

None

STATUS: Projects approved for funding appear in the State Highway Administration's Safety, Congestion Relief, Highway and Bridge Preservation Program.

POTENTIAL FUNDING SOURCE: ☒ SPECIAL ☒ FEDERAL ☐ GENERAL ☐ OTHER											
PHASE	TOTAL		PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR				...2023...	...2024...	...2025...	...2026...		
Planning	2,543	2,543	1,267	0	0	0	0	0	0	0	0
Engineering	12,578	578	367	2,000	2,000	2,000	2,000	2,000	2,000	12,000	0
Right-of-way	260	260	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	92,405	15,092	6,939	12,306	13,052	12,863	13,390	13,242	12,460	77,313	0
Total	107,786	18,473	8,573	14,306	15,052	14,863	15,390	15,242	14,460	89,313	0
Federal-Aid	84,288	13,290	5,390	11,000	12,026	11,926	12,195	12,121	11,730	70,998	0
Special	23,498	5,183	3,183	3,306	3,026	2,937	3,195	3,121	2,730	18,315	0
Other										0	

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: Added funding in FY26.

STIP REFERENCE #State6

MARYLAND TRANSIT ADMINISTRATION – Line 2**Primary Construction Program****PROJECT:** MARC Improvements on Camden, Brunswick, and Penn Lines

DESCRIPTION: Ongoing improvement program of the MARC Camden, Brunswick, and Penn lines to ensure safety and quality of service. Program is implemented through CSX and Amtrak construction agreements. CSX efforts include projects such as interlocking replacements and other track improvements. Amtrak efforts include projects such as passenger upgrades at Baltimore Penn Station and Washington Union Station, interlocking work, and other track improvements.

PURPOSE & NEED SUMMARY STATEMENT: Investments in passenger rail corridor infrastructure improvements are necessary to continue quality MARC service.

SMART GROWTH STATUS: ☒ Project Not Location Specific ☐ Not Subject to PFA Law

☐ Project Inside PFA ☐ Grandfathered
☐ Project Outside PFA ☐ Exception Will Be Required
☐ PFA Status Yet to Be Determined ☐ Exception Granted

ASSOCIATED IMPROVEMENTS:
None.

STATE GOALS : Maryland Transportation Plan (MTP) Goals/Selection Criteria:

- | | |
|--|--|
| ☒ Safe, Secure, and Resilient | ☒ Quality & Efficiency |
| ☒ Maintain & Modernize | ☐ Environmental Protection |
| ☐ Economic Opportunity & Reduce Congestion | ☐ Fiscal Responsibility |
| ☐ Better Transportation Choices & Connections | |

EXPLANATION: Projects such as interlocking replacements and platform improvements are needed to keep the system in a state of good repair.

STATUS: Replacement of Carroll and W. Baltimore/Lansdowne interlockings will be completed in FY 21. Upgrades to the signals at Greenbelt will be completed in FY 21. Improvements to the Jessup yard will be completed in FY 22. Ongoing projects on the Penn Line are determined by the Passenger Rail Investment and Improvement Act of 2008.

POTENTIAL FUNDING SOURCE:

☒ SPECIAL ☒ FEDERAL ☐ GENERAL ☐ OTHER

PHASE	TOTAL		PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR				...2023...	...2024...	...2025...	...2026...		
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	6,098	6,098	357	0	0	0	0	0	0	0	0
Right-of-way	1,607	1,607	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	456,168	264,834	31,053	30,498	32,639	26,203	27,073	51,309	23,612	191,334	0
Total	463,873	272,539	31,410	30,498	32,639	26,203	27,073	51,309	23,612	191,334	0
Federal-Aid	362,922	206,616	18,729	24,652	25,574	20,962	21,658	41,047	22,412	156,306	0
Special	100,951	65,923	12,681	5,846	7,065	5,241	5,415	10,262	1,200	35,028	0
Other										0	

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: Project cost increased by \$22.1M due to the addition of FY 26 and miscellaneous preservation adjustments.

USAGE: MARC annual ridership in FY 19 exceeded 9.1 million.

0183, 0687, 1460, 1544, 1571

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY – Line 1**PROJECT:** WMATA Capital Improvement Program

DESCRIPTION: The program provides Maryland's share of the funding for the Washington Metropolitan Area Transit Authority's Capital Improvement Program (CIP). It includes Maryland's share of matching funds to federal formula funds received directly by WMATA as well as Maryland's share of additional state and local funds for WMATA capital projects

PURPOSE & NEED SUMMARY STATEMENT: WMATA's FY 2021 - 2026 CIP is focused on safety, infrastructure rehabilitation and replacement and maintaining the Washington region's primary transit system in a state of good repair. WMATA's FY 2021 - 2026 CIP includes investment to replace rail cars, rehabilitation of track and rail structures, replacement vehicles for Metrobus and Metro Access, and implementing recommendations from the National Transportation Safety Board, the Federal Transit Administration and the Tri-State Oversight Committee.

SMART GROWTH STATUS: ☒ Project Not Location Specific ☐ Not Subject to PFA Law

☐ Project Inside PFA ☐ Grandfathered
☐ Project Outside PFA ☐ Exception Will Be Required
☐ PFA Status Yet to Be Determined ☐ Exception Granted

ASSOCIATED IMPROVEMENTS:

Matching Funding for "Passenger Rail Investments and Improvement Act of 2008" - P.L. 110-432 - Line 3
 Series 2017B and 2018 Debt Service - Line 5
 Governor's Capital Dedicated Funding - Line 6

STATUS: The FY 2021 - 2026 CIP was adopted by the WMATA Board of Directors on April 2, 2020.

POTENTIAL FUNDING SOURCE:

☒ SPECIAL ☐ FEDERAL ☐ GENERAL ☒ OTHER

PHASE	TOTAL		PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR				...2023...	...2024...	...2025...	...2026...		
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	3,601,377	2,392,231	155,559	190,470	194,718	199,093	203,600	208,242	213,023	1,209,146	0
Total	3,601,377	2,392,231	155,559	190,470	194,718	199,093	203,600	208,242	213,023	1,209,146	0
Federal-Aid										0	
Special	1,583,980	974,054	55,689	90,600	94,848	99,223	103,730	108,372	113,153	609,926	0
Other	2,017,397	1,418,177	99,870	99,870	99,870	99,870	99,870	99,870	99,870	599,220	0

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: The project cost increased \$154.9M due to the addition of FY 2026 funding, offset by WMATA budget requests.

9004, 9006

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY – Line 2**Primary Construction Program****PROJECT:** Project Development Program**DESCRIPTION:** The program funds Maryland's allocated share of the Washington Metropolitan Area Transit Authority's Project Development Program.**PURPOSE & NEED SUMMARY STATEMENT:** The program funds Maryland's allocated share of the Washington Metropolitan Area Transit Authority's Project Development Program.**SMART GROWTH STATUS:** ☒ Project Not Location Specific ☐ Not Subject to PFA Law

☐ Project Inside PFA	_____	☐ Grandfathered
☐ Project Outside PFA		☐ Exception Will Be Required
☐ PFA Status Yet to Be Determined		☐ Exception Granted

ASSOCIATED IMPROVEMENTS:

None.

STATUS: Project Development Program planning studies are ongoing.**POTENTIAL FUNDING SOURCE:**☒ SPECIAL ☐ FEDERAL ☐ GENERAL ☐ OTHER

PHASE	TOTAL		PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR				...2023...	...2024...	...2025...	...2026...		
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	25,760	19,760	1,300	1,000	1,000	1,000	1,000	1,000	1,000	6,000	0
Total	25,760	19,760	1,300	1,000	1,000	1,000	1,000	1,000	1,000	6,000	0
Federal-Aid										0	
Special	25,760	19,760	1,300	1,000	1,000	1,000	1,000	1,000	1,000	6,000	0
Other										0	

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: Project cost increased \$1.0M due to the addition of funding for FY 2026.

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY – Line 3**Primary Construction Program****PROJECT:** Matching Funding for "Passenger Rail Investment Act of 2008" - P.L.110-432

DESCRIPTION: The Passenger Rail Investment and Improvement Act of 2008 authorizes new federal funds to be appropriated over a ten year period for capital and preventative maintenance projects of the Washington Metropolitan Area Transit Authority. The federal legislation also requires matching funds from Maryland, Virginia and The District of Columbia. This program provides Maryland's share of the match to federal funds.

PURPOSE & NEED SUMMARY STATEMENT: Funding is used for capital improvements to improve safety and state of good repair of the rail system, including replacement of all 1000 series railcars and other investments called for in recommendations made by the Federal Transit Administration (FTA) and National Transportation Safety Board (NTSB).

SMART GROWTH STATUS: ☒ Project Not Location Specific ☐ Not Subject to PFA Law

☐ Project Inside PFA	_____	☐ Grandfathered
☐ Project Outside PFA		☐ Exception Will Be Required
☐ PFA Status Yet to Be Determined		☐ Exception Granted

ASSOCIATED IMPROVEMENTS:

WMATA Capital Improvements Program - Line 1

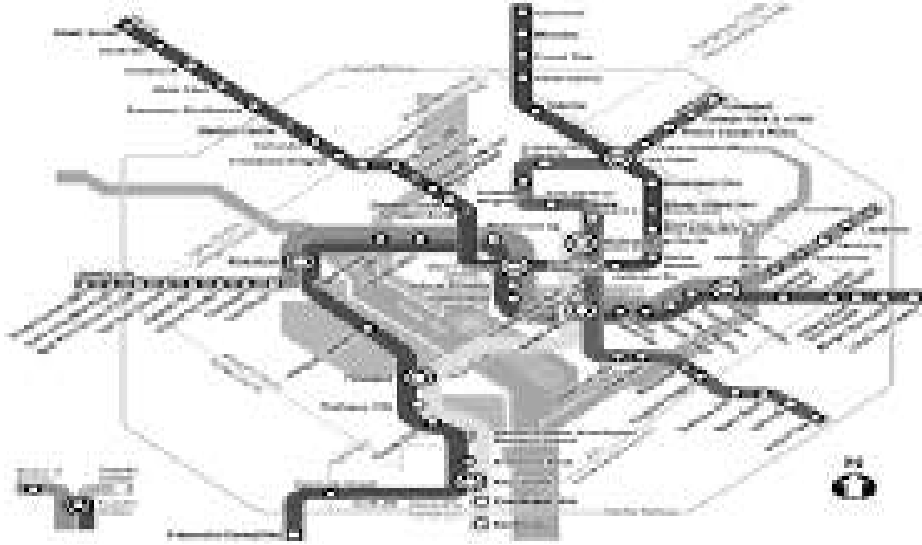
STATUS: The Federal Transit Administration (FTA) dedicated funding allocation for WMATA in FY 2020 is \$150.0M. Maryland will provide \$50.0M due to the addition of funding for FY 2026.

POTENTIAL FUNDING SOURCE:
☒ SPECIAL ☐ FEDERAL ☐ GENERAL ☐ OTHER

PHASE	TOTAL		PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR				...2023...	...2024...	...2025...	...2026...		
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	800,000	500,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	300,000	0
Total	800,000	500,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	300,000	0
Federal-Aid										0	
Special	800,000	500,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	300,000	0
Other										0	

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: The project cost increased \$50.0M due to the addition of funding in FY 2026.

9008

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY – Line 4**Primary Construction Program****PROJECT:** Metro Matters Program

DESCRIPTION: Metro Matters is a regionally funded program of capital improvements for the Washington Metropolitan Area Transit Authority. This program provides Maryland's share of the required contributions under the term of the Metro Matters Funding Agreement.

PURPOSE & NEED SUMMARY STATEMENT: The Metro Matters program was initiated in FY 2005 with a multi-year budget of approximately \$3.9B. A majority of Metro Matters project work was completed during FY 2005 - 2010. The program includes funding for debt service for long-term bonds issued by WMATA to fund the Metro Matters Program.

SMART GROWTH STATUS: ☒ Project Not Location Specific ☐ Not Subject to PFA Law

☐ Project Inside PFA
☐ Project Outside PFA
☐ PFA Status Yet to Be Determined

☐ Grandfathered
☐ Exception Will Be Required
☐ Exception Granted

ASSOCIATED IMPROVEMENTS:
None.

STATUS: Maryland's share of the annual contributions to the Metro Matters Program is approximately \$9.9M during FY 2021 - 2026. The final maturity date of the Metro Matters bonds is in FY 2034.

POTENTIAL FUNDING SOURCE:

☒ SPECIAL ☐ FEDERAL ☐ GENERAL ☐ OTHER

PHASE	TOTAL		PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR				...2023...	...2024...	...2025...	...2026...		
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	173,399	113,933	9,911	9,911	9,911	9,911	9,911	9,911	9,911	59,466	0
Total	173,399	113,933	9,911	9,911	9,911	9,911	9,911	9,911	9,911	59,466	0
Federal-Aid										0	
Special	173,399	113,933	9,911	9,911	9,911	9,911	9,911	9,911	9,911	59,466	0
Other										0	

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: The project cost increased \$9.9M due to the addition of FY 2026.

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY – Line 5**Primary Construction Program****PROJECT:** Series 2017B and 2018 Debt Service

DESCRIPTION: WMATA debt service represents the amount of bond debt taken on by the Authority after agreement by the state to cover the costs of debt repayment and associated fees. This includes the 2017B Series debt for FY 2018 Series debt for FY 2019. This debt was approved for funding Maryland's share of WMATA's Capital Improvement Program (CIP).

PURPOSE & NEED SUMMARY STATEMENT: These series of debt authorizations fund the purchase of long-term bonds issued by WMATA to fund its CIP.

SMART GROWTH STATUS: ☒ Project Not Location Specific ☐ Not Subject to PFA Law

☐ Project Inside PFA ☐ Grandfathered
☐ Project Outside PFA ☐ Exception Will Be Required
☐ PFA Status Yet to Be Determined ☐ Exception Granted

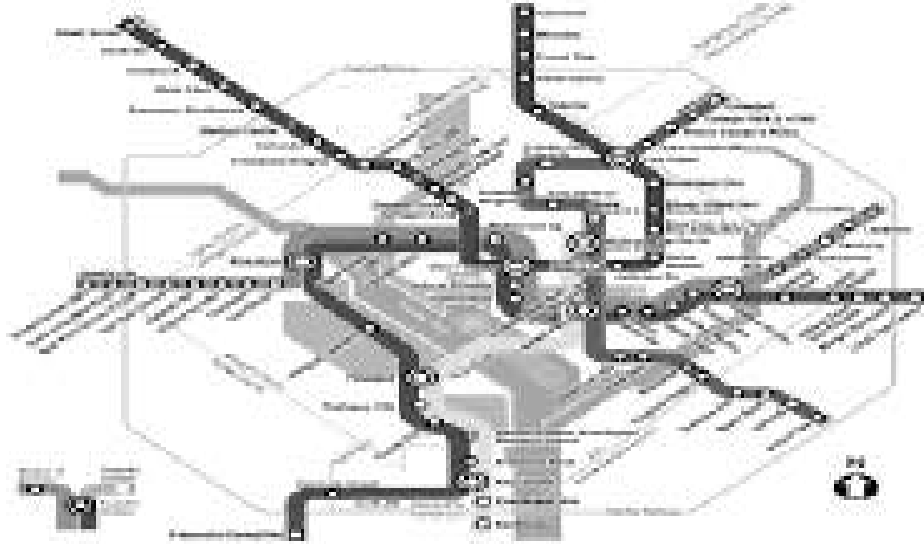
ASSOCIATED IMPROVEMENTS:
 WMATA Capital Improvements Program - Line 1

STATUS: Maryland's share of WMATA debt payment with programmed funding beginning in FY 2020 and continuing through FY2021 - FY2026.

POTENTIAL FUNDING SOURCE:											
	☒ SPECIAL ☐ FEDERAL ☐ GENERAL ☐ OTHER										
PHASE	TOTAL ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR	PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	149,100	21,300	21,300	21,300	21,300	21,300	21,300	21,300	21,300	127,800	0
Total	149,100	21,300	21,300	21,300	21,300	21,300	21,300	21,300	21,300	127,800	0
Federal-Aid										0	
Special	149,100	21,300	21,300	21,300	21,300	21,300	21,300	21,300	21,300	127,800	0
Other										0	

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: The project costs increased \$21.3M due to the addition of FY 2026.

9012, 9013

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY – Line 6**Primary Construction Program****PROJECT:** Governor's Capital Dedicated Funding

DESCRIPTION: In accordance with House Bill 372 and Senate Bill 277, passed during the 2018 legislative session of the Maryland General Assembly, \$167 million will be appropriated to WMATA annually as Maryland's portion of the dedicated fund towards its capital improvement program. This funding shall be in effect in so long as the District of Columbia and the Commonwealth of Virginia provide their share of the \$500 million dedicated capital fund.

PURPOSE & NEED SUMMARY STATEMENT: The funding is mandated by state legislation. Maryland will provide \$167M annually to WMATA's Capital Improvement Program beginning in FY 2020.

SMART GROWTH STATUS: ☒ Project Not Location Specific ☐ Not Subject to PFA Law

☐ Project Inside PFA ☐ Grandfathered
☐ Project Outside PFA ☐ Exception Will Be Required
☐ PFA Status Yet to Be Determined ☐ Exception Granted

ASSOCIATED IMPROVEMENTS:
 WMATA Capital Improvement Program - Line 1

STATUS: Maryland's share of the \$500.0M annual dedicated funding to WMATA's CIP is \$167.0M.

POTENTIAL FUNDING SOURCE:

☒ SPECIAL ☐ FEDERAL ☐ GENERAL ☐ OTHER

PHASE	TOTAL		PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR				...2023...	...2024...	...2025...	...2026...		
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	1,169,000	167,000	167,000	167,000	167,000	167,000	167,000	167,000	167,000	1,002,000	0
Total	1,169,000	167,000	167,000	167,000	167,000	167,000	167,000	167,000	167,000	1,002,000	0
Federal-Aid										0	
Special	204,000	92,000	92,000	70,000	42,000	0	0	0	0	112,000	0
Other	965,000	75,000	75,000	97,000	125,000	167,000	167,000	167,000	167,000	890,000	0

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: The project cost increased \$167.0M due to the addition of funding in FY 2026.



PROJECT: Transportation Emission Reduction Program

DESCRIPTION: The object of the program is the reduction of traffic congestion and/or mobile source emissions. This program will incorporate and expand proven strategies to reduce emissions in Maryland's air quality non-attainment areas.

PURPOSE & NEED SUMMARY STATEMENT: The Federal Clean Air Act requires transportation programs to remain in step with State air quality plans. Fifteen counties are in air quality non-attainment or maintenance status. Worsening traffic congestion in the Baltimore/Washington metropolitan area negatively impacts the quality of life for Maryland citizens. This program will help address these issues by implementing projects that will achieve measurable reductions in mobile source emissions. These reductions are important to the annual air quality conformity analysis for the Department's transportation plans and programs and to help reduce Greenhouse Gas emissions.

SMART GROWTH STATUS: ☐ Project Not Location Specific ☒ Not Subject to PFA Law

☐ Project Inside PFA
☐ Project Outside PFA
☐ PFA Status Yet to Be Determined

☐ Grandfathered
☐ Exception Will Be Required
☐ Exception Granted

ASSOCIATED IMPROVEMENTS:

None

STATUS: Ongoing

POTENTIAL FUNDING SOURCE: ☒ SPECIAL ☐ FEDERAL ☐ GENERAL ☐ OTHER											
PHASE	TOTAL ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR	PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
						...2023...	...2024...	...2025...	...2026...		
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	83,690	68,199	2,871	2,858	1,827	3,282	2,107	2,708	2,708	15,490	0
Total	83,690	68,199	2,871	2,858	1,827	3,282	2,107	2,708	2,708	15,490	0
Federal-Aid										0	
Special	83,690	68,199	2,871	2,858	1,827	3,282	2,107	2,708	2,708	15,490	0
Other										0	

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: \$10M in State funding has been deferred due to reduced revenues from COVID-19 pandemic. MDOT will be re-evaluating all deferrals for opportunities to restore funding in the Final CTP as additional information becomes available on revenues and potential federal infrastructure support.

Fund Program # 00436

MARYLAND TRANSIT ADMINISTRATION – Line 19**Primary Construction Program****PROJECT:** Zero Emission Bus Pilots**DESCRIPTION:** Purchase of three 60-foot Battery Electric Buses (BEBs) and charging stations based at Northwest Bus Division.**PURPOSE & NEED SUMMARY STATEMENT:** Maryland's 2019 Greenhouse Gas Emissions Reduction Act draft plan requires MDOT MTA to upgrade 50 percent of its fleet (approximately 375 buses) to zero-emission technology by 2030. MDOT MTA has committed to meet this target. To accomplish this ambitious goal, MDOT MTA's next large bus procurement needs to be for zero-emission buses.**SMART GROWTH STATUS:** ☒ Project Not Location Specific ☐ Not Subject to PFA Law

☐ Project Inside PFA	_____	☐ Grandfathered
☐ Project Outside PFA		☐ Exception Will Be Required
☐ PFA Status Yet to Be Determined		☐ Exception Granted

ASSOCIATED IMPROVEMENTS:

Bus Procurement - Line 18

STATE GOALS : Maryland Transportation Plan (MTP) Goals/Selection Criteria:

☐ Safe, Secure, and Resilient	☒ Quality & Efficiency
☐ Maintain & Modernize	☒ Environmental Protection
☐ Economic Opportunity & Reduce Congestion	☐ Fiscal Responsibility
☐ Better Transportation Choices & Connections	

EXPLANATION: This project will allow MDOT MTA to pilot emerging low and/or no emission technologies.**STATUS:** MDOT MTA was awarded an FTA Low or No Emissions grant to pilot three buses and six charging stations. This project will begin in FY 21.**POTENTIAL FUNDING SOURCE:**☒ SPECIAL ☒ FEDERAL ☐ GENERAL ☐ OTHER

PHASE	TOTAL		PREVIOUS YEAR 2020	CURRENT YEAR 2021	BUDGET YEAR 2022	PLANNING FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED COST (\$000)	EXPENDED THRU CLOSE YEAR				...2023...	...2024...	...2025...	...2026...		
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	0	0	0	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utility	0	0	0	0	0	0	0	0	0	0	0
Construction	5,900	0	0	1,000	2,450	2,450	0	0	0	5,900	0
Total	5,900	0	0	1,000	2,450	2,450	0	0	0	5,900	0
Federal-Aid	2,950	0	0	500	1,225	1,225	0	0	0	2,950	0
Special	2,950	0	0	500	1,225	1,225	0	0	0	2,950	0
Other										0	

SIGNIFICANT CHANGE FROM FY 2020 - 25 CTP: Added to the construction program.**USAGE:** Core Bus annual ridership in FY 19 exceeded 63.9 million.

**CITY OF GREENBELT, MARYLAND
MEMORANDUM**

TO: Nicole Ard, City Manager
FROM: Terri Hruby, Director of Planning and Community Development
DATE: November 5, 2020
SUBJECT: Draft State Consolidated Transportation Program, FY 2021-2026

The Maryland Department of Transportation (MDOT) has released its six-year draft FY 2021 -2026 Consolidated Transportation Program (CTP). The annual fall CTP tour meeting was held on November 5, 2020. The final CTP will be submitted to the State Legislature in January.

The FY 2021-2026 Draft CTP totals a \$13.4 billion six-year capital budget, representing a \$2.9 billion reduction compared to the \$16.3 billion FY 2020-2025 CTP. The reduction of the CTP is directly related to revenue declines and uncertainty associated with the COVID-19 pandemic health crisis. The \$2.9 billion reduction reflects capital budget reductions of \$1.9 billion, as well as a \$98 million reduction in MDOT's 2020 operating budget. There were cuts experienced by all MDOT agencies. At the State Highway Administration (SHA) more than \$900 million in cuts were made on the capital side resulting in development of major projects and system preservation activities being deferred. Reductions were made across the board for system preservation including, paving, traffic signal installations, geometric improvements, environmental improvements, sidewalk installations and lighting upgrades. SHA also cut \$21 million (7%) of its operating budget for FY 2021. These reductions include reductions to roadside landscaping and cleaning activities, minor road and bridge repair and maintenance, contingency funds to respond to public requests for minor improvements.

The Draft CTP includes a \$150 million reduction in capital expenditures by the Maryland Transit Administration (MTA) resulting in projects and system preservation being deferred, including equipment replacement, bus division upgrades, parking lot maintenance, and state funding for the Locally Operated Transit Systems. Deferred projects include fare collection replacement and freight rail upgrades. On the operating side, MTA cut \$43 million, which represents 5% of its FY 2021 operating budget.

The Draft CTP refers to looking to the future with a focus on preserving what we have, planning for future projects, and building what we can to further support Maryland's economic recovery. MDOT's priorities for the CTP focus on the following principles: 1) Safety, 2) State of Good Repair, 3) Customer-Focused MDOT Culture, 4) Keeping Maryland Moving, and 5) Performance Driven.

The Prince George's County Council has approved its 2021 Priority letter and project priority list (see Attachment A.), The County's priority list for the FY 2021-2026 State CTP expresses projects the County would like to see the State advance given the County's transportation priorities and highlights several key projects already in the CTP that the County supports. These projects include the Purple Line, MD4 at Suitland Parkway; Arena Drive Interchange, MD 210, Indian Highway; I-95/Greenbelt Metro Access; US 1, Baltimore Avenue (MD 193 to I-95/495); and MD 197 Collington Road (US50 to UMD 450. The County's priority letter also includes reference to multi-modal Enhancements on State-maintained Roadways and investment in transit. The City's priority project, MD 193, Phase 1 (US 1 to Hanover Parkway), is list as number 2 on the County priority list under "Project Planning Priorities". This project is not included in the Draft CTP.

Highlights from the Draft 2021-2026 CTP of interest to the City are below. Informational sheets on each project from the Draft CTP are attached (refer to Attachment B):

- I-95/1-495, Capital Beltway /Full Interchange at Greenbelt Metro Station (Page SHA-PG-14) – There is no change from FY 2020 – 2025 CTP and the project remains on hold. This project was put on hold last fiscal year because of the Greenbelt Metro Station not being selected for the relocation of FBI Headquarters. All construction and right-of-way funds previously allocated to this project were transferred to the Howard Street Tunnel Project at that time.
- US 1, Baltimore Avenue (Pages SHA-PG-13 & SHA-PG-30) – This project involves the reconstruction, including bicycle and pedestrian improvements, of US 1 from College Avenue to I-95. Segment 1, College Avenue to MD 193, is under construction. Planning for Segments 2 & 3, MD 193 to I-95, has been completed but the CTP does not allocate funding to move this project forward to engineering.
- Purple Line (Pages MTA -33 & MTA 34) – The Purple Line is a 16-mile light rail line that will extend from Bethesda in Montgomery County to New Carrollton in Prince George's County. It will use electrically powered trains to provide a direct connection to the Metrorail Red, Green and Orange Lines; at Bethesda, Silver Spring, College Park, and New Carrollton. It will also provide connections to all three MARC train lines, and Amtrak. Project design and construction remain underway. There are no notable changes from the FY 2020-2025 CTP. Funds are allocated for engineering and construction until FY 2024. Despite the recent challenges with the P3 funding program for this project, the CTP states MDOT is committed to seeing this project completed.

- I-270 Eisenhower Memorial Highway, and I-495, Capital Beltway (also referred to as Managed Lanes Study (Page SHA-SW-5) – This is a study to look at improvements to alleviate congestion from I-270 to the Baltimore Washington Parkway and entails planning activities in support of Governor Hogan's Traffic Relief Plan which will implement express toll lanes (ETLs) along I-270 and I-495. As City Council is aware, the Draft Environmental Impact Statement has been released for public review and comment. The CTP allocates funding for planning and construction and references a funding increase of \$2.8 million due to additional wetland credits in the Patuxent Watershed. The CTP references that MDOT is funding planning activities in advance of awarding a contract for design and construction to a private partner as part of a public/private partnership (P3), and notes expenses will be reimbursed at the close of the P3 program. The City is submitting comments on the Draft DEIS and stating its support for the No Build Alternative, no later than November 9, 2020.
- MD 201 Extended (Page SHA-PG-25) – This project involves a study of capacity improvements on MD 201 and US 1 from I-95/I-495 to north of Muirkirk Road, including consideration for bicycle and pedestrian access. This project remains on hold with no monies budgeted for FY2021-2026.
- Baltimore-Washington Superconducting Maglev (Page TSO-5)– This project proposes the construction of a Superconducting Maglev (SCMAGLEV) train system between Baltimore and Washington. The Draft Environmental Impact Statement (EIS) is expected to be released on January 15, 2021, for review and comment. The Draft CTP shows \$7.5 million allocated to planning and notes the funding sources is a grant from the Federal Railroad Administration with matching funds provided by Baltimore-Washington Rapid Rail, a private company based in Maryland. There is no significant change from the FY 2020-2025 CTP.
- Prince George's County Local Bus Program (Page MTA-28) – Programmed funding includes monies for bus replacements and capital improvements to bus facilities. The Draft CTP represents a reduction in funding from the FY 2020-2025 CTP. In last year's CTP there was a total of approximately \$6 million allocated to the line item, and this year's Draft CTP allocates only approximately \$5.3 million. This reduction appears to be due, in part, to a reduction in Federal-Aid.
- Bicycle and Pedestrian Related Projects (Pages BP-1 through BP7) – The Maryland Department of Transportation has various funding programs for bicycles and pedestrian. The total projected FY 2021-2026 funding for pedestrian and bicycle programs is \$173.4 million, compared to \$161.6 million in the previous CTP. Several programs are administered as competitive grant programs, such as the Bikeways Network Program, the Retrofit Sidewalk Program, the Transportation Alternatives Program

(outlined below) and Bikeshare Program. This section of the CTP includes reference to funding for constructing sidewalks and wide curb lanes on US 1 between College Avenue to MD 193 and Prince George's County Bikeshare, Phases 1, 2 & 3.

- Transportation Alternatives Program (Page TSO-1) – This program funds projects that will add community and environmental value to the transportation system. This program now includes projects that used to be funded under the Transportation Enhancement Program, as well as Recreational Trails and Safe Routes to School Program. City planning staff is pursuing whether the Greenbelt Station South Core WMATA Trail would be eligible to apply for funding under this program. The Draft CTP allocates approximately \$89 million in funding to this program.
- MARC Improvements on Camden, Brunswick and Penn Lines (Page MTA-2) – This project involves improvements to MARC lines to ensure safety and quality of service. There is a total \$191.3 million programmed over the next 6 years and the program is implemented through CSX and Amtrak construction agreements. CSX and Amtrak will both undertake projects such as interlocking replacements and other track improvements, and Amtrak efforts will also include passenger upgrades and Baltimore Penn Station and Washington Union Station. The Draft CTP references upgrades to signals at Greenbelt MARC State will be completed in FY 2021. Overall project costs have increased by \$22.1 million due to the addition of FY 2026 and miscellaneous preservation adjustments.
- WMATA Metrorail (Pages WMATA 1 through WMATA 6) – This section of the Draft CTP addresses Maryland's contribution to WMATA's Capital Improvement Program, which was adopted by WMATA Board of Directors on April 2, 2020. Maryland's total contribution to WMATA's Capital Improvement Program over the next six years is almost \$1.2 billion. The project cost increased \$154.9 million over the FY2020-2025 CTP, due to the addition of FY2026 funding, offset by WMATA budget requests.
- Transportation Emission Reduction Program (Page TSO-1) – The purpose of this program is the reduction of traffic congestion and/or mobile source emissions. The program is focused on incorporating and expanding on proven strategies to reduce emissions in Maryland's air quality non-attainment areas. A total of \$15.9M is allocated to this program over the next six years. The CTP notes that \$10M in State funding has been deferred due to reduced revenues from COVID-19 pandemic and that MDOT will be re-evaluating all deferrals for opportunities to restore funding in the Final CTP.
- Zero Emission Bus Pilots (Page MTA-19) - Maryland's 2019 Greenhouse Gas Emissions Reduction Act draft plan requires MDOT MTA to upgrade

50 percent of its fleet (approximately 375 buses) to zero emission technology by 2030. This project provides for the Purchase of three 60-foot Battery Electric Buses (BEBs) and charging stations based at Northwest Bus Division. The draft CTP allocates a total of \$5.9 million dollars to this project over three fiscal years (FY 2021 and FY 2023).

Staff recommends City Council transmit a letter to Transportation Secretary stating the City Council's opposition to: the SCMAGLEV project, the Traffic Relief Plan (I-495 & I-270 Managed Lane Study), MD 201 Extended; and the lack of funding for the Full Interchange at Greenbelt Metro Station project. Staff also recommends City A Council request the MD 193 Greenbelt Road Streetscape Project (referred to as MD 193, Phase 1, US 1 to Hanover Parkway) be added to the CTP. As in previous years the letter will address those projects and initiatives that the city supports. Based on City Council's discussion at its regular meeting on November 9, 2020, staff will prepare a position letter to be submitted to MDOT, so the City's comments can be considered in advance of the release of the final FY 2021-2026 CTP. A copy of the City's letter from last year is attached (Attachment C) for informational purposes.



Angela D. Alsobrooks
County Executive

PRINCE GEORGE'S COUNTY GOVERNMENT

OFFICE OF THE COUNTY EXECUTIVE

October 28, 2020

Mr. Gregory I. Slater, Secretary
Maryland Department of Transportation
7201 Corporate Center Drive
Hanover, Maryland 21076

Dear Secretary Slater:

Prince George's County (the "County") is pleased to present the enclosed Annual Priority Projects List and Letter for the Fiscal Years 2021-2026 State Consolidated Transportation Program (CTP) for your consideration. This list expresses the County's priorities for a comprehensive multimodal transportation network that places safety as paramount, as epitomized through the Vision Zero Prince George's strategy, emphasizes Transit Oriented Development (TOD) and supports economic growth. While we acknowledge that the Coronavirus Disease 2019 (COVID-19) Pandemic will dramatically influence budgets at all levels of local and state government, the County's Priority Projects List encompasses the state highway construction, transit, project planning, safety improvement, safety/urban reconstruction and gateway projects that are most critical and essential to the County.

We are deeply concerned with the current status of the **Purple Line** project and the break down in the relationship with the Public Private Partnership (P3) Concessionaire. With the Court decision now rendered, the County wants to underscore that the Purple Line must be completed in an expeditious and seamless manner, with minimal disruption to the communities along the alignment. The County requests a revised timeline and explanation of the path forward for completion to best understand the impact of delays, the elements that are being prioritized during a transitional period, how safety is being preserved and advanced throughout the project process, and the communications strategy for working with communities along the alignment.

As the **I-95 / I-495 Managed Lanes Study** moves through the National Environmental Protection Act (NEPA) process, the County still has apprehensions regarding the interchange connectivity at MD 202 and MD 214, as provided in the Draft Environmental Statement (DEIS). Moreover, the County is concerned about the process of receiving public input for such a large document, initially ~18,000 pages, which is now even longer with the addition of two addendums. As a project of this scale calls for a transparent and accommodating process for receiving public input, expecting a local resident to read almost 20,000 pages during a pandemic within a constrained amount of time is not at the standard that we have come to expect from the State.

In addition, the County reiterates the need for a holistic approach to the project that reduces congestion, incorporates transit and supports balanced sustainable development. We want to collaborate regionally to address the improvements to the American Legion Bridge and the Woodrow Wilson Bridge, bringing Maryland and Virginia together on both sides of the

Wayne K. Curry Administration Building • 1301 McCormick Drive, Largo, MD 20774
(301) 952-4131 • www.princegeorgescountymd.gov

Potomac River. It is critical that the project is context sensitive and strengthens connections to established and planned major economic drivers throughout the I-495 Corridor.

As the **Baltimore-Washington Superconducting Magnetic Levitation system (SCMAGLEV)** has been restored to an active status, the County continues to have several major reservations. The project solely passes along or through the County without direct benefit to the County or our residents. The new drafts indicate that two out of three proposed maintenance facilities are in Prince George's County and other elements of the project also negatively impact communities in the County. Additional issues raised by the community relate to potential adverse effects due to construction, takings, and the burden of the train and its infrastructure. We look forward the anticipated release of the DEIS by the end of 2020 and remain hopeful that these issues will be satisfactorily addressed. Overall, the County continues to hold the view that resources invested for this project would be more beneficial if allocated to the priority projects.

The **MD4 at Suitland Parkway** project has been marked by delays, scale backs, and construction issues. The state should immediately address them by fast tracking the project through construction under a new contractor and restoring it closer to its original design with the flyover. Given the delays and inconvenience that the community faces, it deserves the best possible project once constructed.

The 2020 Priorities Projects list directs resources toward projects that enhance community revitalization, promote economic development, increase transit access, reduce congestion and improve roadway safety for all users. As we do these things, it is also important that our partnership supports critical elements of maintenance, including care of medians and trash removal. Several key projects from previous lists are advancing so this list highlights projects that are needed in the FY 2021-2026 CTP:

VEHICLE AND PEDESTRIAN SAFETY

- **Vision Zero Prince George's Multimodal Enhancements on State-Maintained Roadways:** Both Prince George's County and the State of Maryland are Vision Zero jurisdictions. Thus, it is imperative that we redouble our efforts to address traffic safety more aggressively and strategically. The County applauds the State as a partner in implementing Vision Zero since working closely together is essential to achieve our shared goals. Projects to address safety, specifically those designed to reduce pedestrian-related collisions in Prince George's County, are critical and can be found in several categories of the list including System Preservation and Project Planning. As the data shows, a preponderance of these crashes is at night and along high-speed arterial roadways, many of them State maintained. As part of the State's emphasis on context-driven design, the State must accelerate efforts to implement safety features on these roadways including installing continuous street lighting, crosswalks, sidewalks, and other measures.

TRANSIT/WMATA/MULTI-MODAL

- **Washington Metropolitan Area Transit Authority (WMATA) Funding:** Due to the pandemic, indispensable transit systems have been hard hit. To address both the re-engaging period, as well as, the post-COVID 19 environment, sustained funding for the WMATA system is essential. Both the Metrorail and Metrobus network are critical for mobility needs. Close coordination and an even greater emphasis on Transit Oriented Development through the Joint Development Process are mutually beneficial to both WMATA and the County.
- **TheBus:** As Prince George's County operates a transit system separate from WMATA and as we deal with COVID-19, funding is needed to provide services to meet existing needs and accommodate future growth.
- **Transit Oriented Development:** Prince George's County strongly supports infrastructure investment to support vital economic development in transit-oriented communities. Prince George's County thanks MDOT for its help in advancing the TOD designation for the Bowie State MARC Station area and expresses the need to continue to designate additional TOD's in the County based on our priority list.
- **MD 5, Branch Avenue/Southern Maryland Rapid Transit:** The Branch Avenue Project, which will provide improved traffic flow and new interchanges in the Branch Avenue corridor, and the Southern Maryland Rapid Transit (SMRT) proposed fixed guideway project along the MD5/US-301 corridor extending from the Branch Avenue Metrorail Station in Prince George's County to Charles County both need to continue to move forward. We also appreciate MDOT's role in developing a Better Utilizing Investments to Leverage Development (BUILD) application to help jump start the SMRT project. We urge the State to finalize the remaining project planning and design elements for both projects and move them into construction.

STATE ROADS & HIGHWAYS

- **Arena Drive Interchange:** This interchange is front door to the new University of Maryland Regional Medical Center and the gateway to the new downtown Largo. The infrastructure must be improved and expanded to provide multi-modal mobility and access to the regional medical center. While, it is appreciated that access at both MD 202 and MD 214 were added to the I-495/I-270 Managed Lanes DEIS, as proposed they are inadequate to fully address the transportation needs. Full interchanges are needed as part of that project.
- **MD 210, Indian Head Highway (Palmer Road at Livingston Road West Interchange):** Advancing the current work at Kerby Hill Road as expeditiously as possible and continuing further South along the MD 210 corridor is of paramount importance to Prince George's County. Moving forward with subsequent interchanges are a must to improve safety on this dangerous roadway.

- **US 1, Baltimore Avenue (MD 193 to I-95/495):** Now that the State is advancing into construction and has reduced the time frame for the first phase, it is critical to move the subsequent phases forward. The streetscaping and safety measures including sidewalk improvements will greatly enhance the corridor.
- **MD 4 Corridor Interchanges (Westphalia Road, Dower House Road, and MD 223 Woodyard Road).** In addition to construction of the complete MD 4 at Suitland Parkway project, design for the remaining interchanges along Pennsylvania Avenue must be advanced. This will address mission-related needs at Joint Base Andrews and enhance development projects in the area.
- **I-95 / Greenbelt Metro Access:** This intersection project remains an economic engine for the region. Safe and efficient access to the Metrorail station from I-95 will stimulate economic development in the area and assure that this site is able to fulfill its potential as a major TOD location.
- **MD 197, Collington Road (US 50 to MD 450):** Widening MD 197 from US 50 to MD 450 is important for relieving congestion, improving safety, and supporting economic development in the Bowie area.

Continuing to work closely with the Maryland Department of Transportation and its business units in implementing a comprehensive multimodal transportation program is important to advance our shared goal of effectively serving our citizens. Together, the priority projects reflected on priority list will strengthen Prince George's County, the region and the State of Maryland. We thank you for your partnership and look forward to seeing them move forward.

Sincerely,



Angela D. Alsobrooks
County Executive



Todd M. Turner
County Council Chair

Enclosure

cc: The Honorable Joanne C. Benson, Chair, Prince George's County Senate Delegation
The Honorable Erik Barron, Chair, Prince George's County House Delegation
The Honorable Calvin S. Hawkins, II, Vice-Chair, Prince George's County Council
The Honorable Mel Franklin, Member, Prince George's County Council
The Honorable Thomas E. Dernoga, Member, Prince George's County Council
The Honorable Deni L. Taveras, Member, Prince George's County Council
The Honorable Dannielle M. Glaros, Member, Prince George's County Council
The Honorable Jolene Ivey, Member, Prince George's County Council
The Honorable Derrick Leon Davis, Member, Prince George's County Council

Wayne K. Curry Administration Building • 1301 McCormick Drive, Largo, MD 20774
(301) 952-4131 • www.princegeorgescountymd.gov

The Honorable Rodney C. Streeter, Member, Prince George's County Council
The Honorable Monique Anderson-Walker, Member, Prince George's County Council
The Honorable Sydney J. Harrison, Member, Prince George's County Council
Major F. Riddick, Jr., Chief Administrative Officer, Office of the County Executive
Floyd E. Holt, Deputy Chief Administrative Officer, Office of the County Executive
Terry L. Bellamy, Director, Department of Public Works and Transportation
Martin L. Harris, Deputy Director, Department of Public Works and Transportation
Gwendolyn T. Clerkley, Deputy Director, Department of Public Works and
Transportation
Elizabeth Hewlett, Chair, Prince George's County Planning Board, M-NCPPC
Andree Green Checkley, Prince George's County Planning Department, M-NCPPC
Bill Tyler, Director, Department of Parks and Recreation, M-NCPPC
Kevin Quinn, Administrator, Maryland Transit Administration

CRITERIA FOR PRIORITY STATE PROJECTS WITHIN PRINCE GEORGE'S COUNTY

The Maryland State Consolidated Transportation Program (CTP) Priority Projects List (the “List”) is developed by staff of the Prince George’s County Department of Public Works and Transportation (DPW&T) in coordination with the staff of the Maryland-National Capital Park and Planning Commission (M-NCPPC). The CTP is based on the collective input received by the relevant partner agencies and internal analysis. The CTP List is forwarded to the Prince George’s County Executive and Prince George’s County Council for review, approval and transmittal to the Maryland State Department of Transportation (MDOT) through a joint signature letter.

Criteria used to prioritize the CTP List are as follows:

Safety Improvements – Each project is evaluated to determine the safety enhancements to be achieved for all users in response to data and determined needs.

Capacity Improvements – Each project is evaluated to determine the capacity improvements to be provided for the transportation facility users in response to the needs.

Revitalization – Each project is reviewed to determine the project's contribution to the Prince George’s County's (the “County’s”) revitalization initiatives and improvements to each community's well-being and environmental sustainability through the implementation of current, sound and sensitive practices.

Economic Development – Each project is evaluated to determine the project's contribution to the County's economic development policies and goals.

Mass Transit – Each project is evaluated to determine the project's contribution to the County's Master Plan for implementation of transit services with emphasis on intra-community transit needs.

Project Schedule – Each project schedule is evaluated to assure the progression of projects from the planning stage into the construction phase for each subsequent year. The availability of projects for the construction phase assures that County projects are available to compete for construction funding each year.

Other Funding Sources – Each project is evaluated to determine the availability of “other” funding sources to supplement State and federal funding provided in the CTP.

**PRINCE GEORGE'S COUNTY
2021 PRIORITY PROJECTS LIST
MARYLAND DEPARTMENT OF TRANSPORTATION PROJECTS**

I. STATE TRANSIT PROGRAMS AND PROJECTS IN PRINCE GEORGE'S COUNTY

A. Transit Expansion and Funding:

- | | |
|---|---|
| 1. Purple Line
(Phase I: New Carrollton to College Park
Phase II: College Park to Bethesda) | <i>Ensure timely and expeditious completion of construction of this vital project which is critical for access, mobility, regional connectivity and economic development.</i> |
| 2. "TheBus" | <i>Modernize, Maintain and Expand Community-Based Bus Services to address unmet or underserved transit demands (i.e., enhanced service for National Harbor / South County.) Enable fulfillment of the County's Transit Vision Plan and re-organization of services to provide more effective and efficient service.</i> |
| 3. WMATA Funding | <i>Maintain and enhance system improvements to deliver effective transit throughout the County with emphasis on maintaining MetroBus and MetroRail service in the County; including, high capacity transit routes, enhanced investment in TOD and improved connectivity between activity centers.</i> |
| 4. Southern Maryland Transit | <i>Expand fixed guideway transit services from Branch Avenue Metrorail Station south along the MD 5/ US 301 Corridor to Charles County to relieve congestion in Prince George's County. The</i> |

- | | | |
|----|---|--|
| | | Project needs to be continued and through the planning and design process |
| 5. | Fixed Guideway Transit | <i>Connect transit from the Yellow Line in Virginia to the Southern Green Line of Metrorail (Branch Avenue or Suitland) via the Woodrow Wilson Bridge (WWB) and National Harbor to provide transit connection between Maryland and Virginia.</i> |
| 6. | Transitway Priority Corridors | <i>Study expanded fixed guideway / bus rapid transit services along identified corridors to address economic development in areas including Largo, Branch Avenue, National Harbor, Prince George's Plaza and other vital activity centers in the County.</i> |
| | For Purple Line Extension (in phases):
- New Carrollton to Largo
- Largo to Branch Avenue
- Branch Avenue to National Harbor | <i>Initiate formal study process of potential alignments for developing a regional circumferential line. Enhances long-term, regional, sustainable economic development.</i> |
| 7. | MARC Cornerstone Plan (Growth and Investment Plan) | <i>Expand and enhance service along the MARC Camden and Penn Lines and continued through service at Union Station connecting to Virginia Rail Express (VRE).</i> |

Transit Oriented Development:

Support State funding for Transit Oriented Development (TOD) in Prince George's County as it is vital for economic development and smart growth. All the TOD Centers on this list are important for the economic health and vitality of the State and the County. The first six listed also need to be added to the State's Designated TOD list, as the others have been.

1. Largo Metrorail Station
2. Suitland Metro Station
3. Prince George's Plaza Metro Station
4. College Park / Discovery District Metro / Northern Gateway Purple Line Stations
5. Bowie MARC Station
6. West Hyattsville
7. New Carrollton Transit Station
8. Greenbelt Metro Station
9. Branch Avenue Metrorail Station
10. Southern Avenue Metro Station
11. Laurel MARC
12. Naylor Road. Metro

II. STATE HIGHWAY ADMINISTRATION (SHA) PRIORITY PROJECTS

The SHA Priority Projects List is intended to provide guidance to SHA on the order in which Prince George's County's elected officials desire project planning to start and see actual construction take place. The recommended projects have been prioritized from a strategic planning effort to provide: (1) the greatest benefit to areas inside or adjacent to the Beltway; (2) priority safety improvements; and (3) economic development growth within the County. Historically, projects currently funded for construction in the CTP are expected to proceed to construction based on the published funding schedule, which ordinarily would be excluded from this Priority List.

A. Construction Priorities:

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. I-95 / I-495 at Arena Drive
Widening / Interchange
Improvements / Reconstruction | <p><i>Provide funding to: (1) Improve interchange capacity; (2) reduce congestion; (3) enhance safety for vehicles, bicycles and pedestrians; and (4) promote economic development serving as the gateway for Downtown Prince George's.</i></p> |
| <ol style="list-style-type: none"> 2. MD 210 - Indian Head Highway
Interchange and Intersection
Improvements | <p><i>Complete Phase I Kirby Hill Road Interchange and advance redesign and construction of remaining</i></p> |

- | | | |
|----|---|--|
| | (Could be redesigned and constructed in one phase)
Phase II – Palmer Road / Livingston Road
Phase III – Oxon Hill Road / Old Fort Road | <i>intersections</i> to relieve existing and projected congestion, as well as support economic development. Other alternatives to relieve congestion and improve safety for all modes and provide accommodations for bicyclists and pedestrians. |
| 3. | US 1 - Baltimore Avenue
(College Avenue to I-95/I-495)

Roadway Reconstruction
(To be completed in phases)

Phase II – MD 193 to Hollywood Road

Phase III – Hollywood Road to I-95/I-495 | <i>Complete construction on Phase I and fund completion of planning and advance design of Phase II / III into construction</i> to improve safety; provide streetscaping for community revitalization; improve transit access; bicycle and pedestrian safety and accommodation and upgrade the Cherry Hill Road intersection. |
| 4. | MD 5 / US 301 to Charles County Line Interchanges and Widening <ul style="list-style-type: none"> • Surratts Road • Burch Hill Road (A-65) | <i>Provide funding to advance planning, design and construction</i> of this major multi-modal corridor project to relieve congestion; TB to Charles County Line; improve safety for all modes; provide accommodations for bicyclists and pedestrians and economic development. |
| 5. | I-95 / Greenbelt Metro Access | <i>Restore State / federal construction funding</i> for safe and efficient access from I-95 / I-495 to the Greenbelt Metrorail Station and support mixed-use development around the Station. |
| 6. | MD 197 - Collington Road
(US 50 to MD 450) | <i>Restore funding and advance planning, design and construction;</i> improve safety; support roadway widening and economic development and provide safe bicyclist and |

- | | |
|--|---|
| 7. MD 717 / Water Street Bridge and Roadway Reconstruction | pedestrian crossing treatments.

<i>Advance design completion and fund construction; improve safety in the Upper Marlboro area by raising MD 717 out of the floodplain.</i> |
| 8. MD 450 - Annapolis Road (Stonybrook Drive to MD 3) | <i>Advance design completion and fund construction; relieve congestion construction; relieve congestion improve safety and support roadway widening and economic development.</i> |
| 9. US 301 - MD 197 Interchange (To be constructed in phases) | <i>Advance design & construction; improve safety; relieve congestion in this rapidly developing commercial area and improve bicycle and pedestrian facilities.</i> |

B. Project Planning Priorities:

- | | |
|--|---|
| 1. I-95 / I-495 at Arena Drive Widening / Interchange Improvements / Reconstruction | <i>Immediately move into the program and funding for planning, design, and construction; improve interchange construction; improve interchange capacity; reduce congestion; provide enhanced safety for vehicles, pedestrians and bicycles; promote economic development serving as a gateway for the County and provide optimal accommodation for multimodal transportation.</i> |
| 2. MD 193 - University Blvd. (To be completed in phases)
Phase I: US 1 to Hanover Pkwy
Phase II: County Line to Adelphi Road | <i>Move all phases into planning; improve pedestrian, bicycle and vehicular safety; intersection improvements; provide continuous street lighting and landscaping and community enhancement, critical as part of the Purple Line.</i> |

- | | |
|---|--|
| <p>3. MD 410 - East-West Highway / Riverdale Road / Veterans Pkwy (To proceed in phases)
 Phase I: MD 212 to US 1 (Road Diet)
 Phase II: MD 212 to MD 650</p> | <p><i>Complete planning of all phases: improve safety, provide streetscaping, for community and economic development; provide continuous overhead lighting and sidepaths on both sides of MD 410, provide safe bicycle and pedestrian crossings, including a signal and safety upgrade for two Sligo Creek Trail crossings with overhead lighting.</i></p> |
| <p>4. MD 4 Corridor, Pennsylvania Ave Widening and Interchange Improvements</p> <ul style="list-style-type: none"> • Westphalia Road Interchange • Dower House Road Relocation /Interchange, And short-term improvements. | <p><i>Provide funding to advance planning and construction; relieve congestion, improve safety and provide access to employment centers in the MD 4 corridor and for Joint Base Andrews.</i></p> |
| <p>5. MD 458 Silver Hill Road</p> <ul style="list-style-type: none"> • MD 5 to Suitland Road • Suitland Road to MD 4 MD 4 to Walker Mill Road | <p><i>Advance into project planning; improve safety for all users and provide streetscaping, revitalization, and continuous overhead lighting for community intersection improvements.</i></p> |
| <p>6. MD 212 – Powder Mill Road (Pleasant Acres Drive to I-95) Roadway and Intersection Reconstruction</p> | <p><i>Advance into planning; improve safety and support for economic development.</i></p> |
| <p>7. US 50 – John Hanson Highway (MD 704 to MD 197) New Interchange</p> | <p><i>Initiate project planning; relieve congestion and improve safety on MD 197 and MD 450.</i></p> |

C. Gateway Beautification Projects:

Funding is needed for enhancements / clean-up of smaller scope projects to improve aesthetics, street lighting, Stormwater Management (SWM), sidewalk, beautification, streetscaping and bicycle facilities to enhance public, motorized and non-motorized transportation safety at the entrances of the County from the Nation's Capital.

1. MD 218, Suitland Road
2. MD 4, Pennsylvania Avenue
3. US 50 / MD 201 John Hanson Highway / Kenilworth Avenue
4. MD 214, East Capitol Street
5. MD 210, Indian Head Highway

D. Safety and Urban Reconstruction Priorities:

Funding is needed for projects that improve pedestrian, bicycle and vehicular safety, provide street lighting and streetscaping to support community enhancement.

1. MD 704, Martin Luther King Highway
(Hill Road to MD 450)
2. Alt. US 1 MD @ MD 450 Annapolis Road
(Specific to Peace Cross)
3. MD 218 Suitland Road
(DC Line to MD 458)
4. MD 4, Pennsylvania Avenue
(DC Line to Silver Hill Road)
5. MD 450, Annapolis Road
 - Finns Lane / Harkins Road to MD 564, Lanham-Severn Road) and extending the limits from MD 410 (Veterans' Parkway) to MD 564 (Lanham-Severn)
 - Bladensburg - Green/Complete Street Project (Peace Cross to MD 202)

E. Bicycle and Pedestrian Corridor Priorities:

Retrofitting of existing State roadways to enhance and enable safe bicycle and pedestrian mobility in alignment with a Vision Zero objective.

1. MD 704 (multi-use side path and buffered bike lanes - MD 450 Hill Road)
2. MD 193 (sidewalks, designated bike lanes and safety improvements from

- the Montgomery County Line to MD 564, to be done in phases)
 - Phase I: Montgomery County Line to Adelphi Road
 - Phase II: US 1 to Hanover Parkway
 - Phase III: Hanover Parkway to MD 564
- 3. US 1 (DC line to Howard County Line to be done in phases)
 - Phase I: Guilford Drive to I-95 / I-495
 - Phase 2: Guilford Drive to DC Line (includes the Trolley Trail)
 - Phase 3: Contee Road to Howard County Line
 - Phase 4: I-95 / I-495 to Odell Road
- 4. Oxon Hill Road / MD 414 / National Harbor – bike lane and sidewalk safety improvements; facility and access improvements along MD 414 from MGM / National Avenue to Bald Eagle Road, including improvements for under/over passes and connecting Oxon Hill Cove Park
- 5. MD 223 (multi-use sidepath – MD 4 to Livingston Road, in phases)
 - Phase I: Steed Road to MD 5
 - Phase II: MD 5 to MD 4
 - Phase III: Livingston Road to Steed Road
- 6. MD 450 (road diet, restriping for designated bike lanes – just west of 410 to the Baltimore-Washington Parkway)
- 7. Bowie Heritage Trail

F. Park Trails Priorities:

Dedicate funding for completion of and connection to trails to enhance the County and State trailway network.

- 1. WB&A Trail Connections (Anne Arundel County to the Anacostia River Trail)
 - Phase I – bike / pedestrian bridge over Patuxent River connecting Prince George's and Anne Arundel Counties
 - Phase II – Cheverly to Bladensburg Waterfront Park (Euclid Street Park to Lloyd Street)
- 2. Central Avenue Connector Trail (Marvin Gaye Trail / Capitol Heights Metro to Largo Metro)
- 3. Rhode Island Avenue Trolley Trail Extension

Phase I: Armentrout to Farragut Street
Phase II: DC Line to Armentrout Drive

4. Suitland Parkway Trail (DC Line to Westphalia Central Park)
5. Little Paint Branch Trail Extension
 - Phase I - Along Old Gunpowder Road (Denim Road to 900 feet north of Denim Road and facility gaps north of Konterra Drive)
 - Phase II – Multi-Use Facility across I-495 / I-95 (Cherry Hill Road)
6. Piscataway Creek Trail (MD 223 to the Potomac River)
7. Oxon Run Trail (Southern Avenue to Naylor Road)
8. Henson Creek Trail Extension (Temple Hill Road to Suitland Parkway) including cross Beltway access.

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* Request to Extend the Greenbelt Archive Project's Lease

Suggested Action:

Reference: Greenbelt Archive Project's Updated Lease

The request is supported by the Recreation Department and an updated lease is attached for reference. The lease includes a COVID-19 Addendum.

Per her previous report to Council, the City Manager has signed the lease addendum.

Approval of this item on the consent agenda will indicate Council approval will ratify the extension.

Attachments:

[GAP agreement 2021.pdf](#)

Greenbelt Recreation Department
City of Greenbelt, Maryland

GREENBELT COMMUNITY CENTER

GREENBELT ARCHIVE PROJECT LEASE AGREEMENT

THIS AGREEMENT, is hereby made this ____ day of _____ 2020, by and between the City of Greenbelt, Maryland, a municipal corporation of the State of Maryland, hereinafter referred to as the "City", and Greenbelt Archive Project, 501c3, hereinafter known as the "Tenant".

WHEREAS, the City is the owner of the building known as the Greenbelt Community Center (hereinafter the "Center"), located at 15 Crescent Road, in the City of Greenbelt, Prince George's County, Maryland; and

WHEREAS, the City leases space in the Center to a variety of users; and

WHEREAS, Greenbelt Archive Project, 501c3 desires to lease space in the Center for a two year term in order to perform digital archive work related to preservation of the Greenbelt News Review publications; and

WHEREAS, the City desires to lease space in the Center to Tenant under the terms and conditions set forth herein and the Tenant desires to lease space from the City under the terms and conditions set forth herein.

1. Term. The term of this Agreement shall be for no more than three months commencing at 12:00 a.m. on January 1, 2021 and terminating at 11:59 p.m. on March 31, 2021.

2. Payment. The Tenant shall pay to the City the sum of \$20.00 per month payable monthly in advance at the Center Office by the 1st of each month. A late fee of 10% shall be assessed if payment is received five days or more after the due date. If payment is not received on or before ten days after the due date, the City may, at its option, terminate this Agreement.

3. Security deposit. Tenant hereby agrees that the City will hold one year of rent as security deposit in the amount previously paid of \$240.00 through the term of this Agreement.

4. Space. Upon execution of this Agreement, the City shall designate Storage Room located adjacent to the stage consisting of approximately 250 square feet at the Center. The room shall be for the exclusive use of the Tenant with access limited to normal operating hours of the Center.

5. Obligations of the Tenant. The Tenant shall comply with the following obligations and requirements:

- (a) utilize such space allocated to it in the Center by the City;

- (b) keep the premises and fixtures in good order and condition and, at the expiration or other termination of this Agreement, surrender same in like good order and condition, ordinary wear and tear excepted. The Tenant is responsible for providing their trash removal from the building to the garbage area located outside;
- (c) indemnify and save harmless the City from and against any and all claims, suits, damages, costs, losses and expenses arising from the Tenant's negligence or use of the subject premises;
- (d) observe and comply with the regulations of the City as may be prescribed from time-to-time on written notice to the Tenant for the safety, care and cleanliness of the Center and the comfort and convenience of other Tenants;
- (e) obtain all insurance coverage for all personal property, materials and tools, if desired, located at the Center;
- (f) to describe all chemicals, equipment and tools that are to be stored and/or utilized at the Center in Attachment One of this Agreement, which is attached hereto, as necessary, and incorporated herein by reference. The Tenant shall update Attachment One during the course of this Agreement as needed. At no time shall Tenant store any materials that will contravene the City's insurance policy on the Center; and
- (g) apply for and obtain all required County and State permits or licenses and provide the City with copies, if applicable.

6. Insurance. The Tenant shall furnish a Certificate of Insurance verifying the existence of \$100,000.00 in liability insurance coverage required by the City. The Certificate shall name the City as an additional insured and require sixty (60) days advance written notice in the event of modification or termination.

7. Waiver. The City's failure to enforce any provision of this Agreement, any regulation required pursuant to this Agreement, or a breach by the Tenant, shall not be deemed a waiver of any such provision, regulation or breach.

8. Non-liability. The City shall not be responsible for any liability, loss or damage to any personal property of the Tenant located in the Center with the exception of any damage caused solely by city employees or City contractual personnel.

9. Termination. Should either party fail to fulfill the terms of this Agreement the other party may terminate the lease with ninety (90) days written notice. If the City decides to close or needs to stop operating the facility, this Agreement may also be terminated by the City upon notice that is appropriate under the circumstances; however, in no event will such notice be more than ninety (90) days written notice. A fee for the entire month shall be assessed in the event that the Tenant holds over beyond the termination date.

10. Assignments. The Tenant is prohibited from assigning this Agreement or any rights hereunder without the prior written approval of the City.

11. Space Alteration. The Tenant shall not make any structural or substantive alterations or additions to the work space without the prior written consent of the City. The Tenant may attach items to the walls, e.g. photographs or plaques and bookcases or cabinets, and may repaint. Alterations, improvements and changes made by the Tenant shall be performed at the Tenant's sole expense. The cost incurred by the City in fixing any damage to the walls as a result of Tenant attaching items to the walls shall be deducted from Tenant's security deposit.

12. Utilities. The City shall furnish water, gas, sewer, electricity, light, heat and power. The Tenant upon written approval by the City may install telephone, cable television, and other utility service to its work space. The Tenant shall be responsible for any costs associated with the installation and the provision of any additional utility services and for monthly telephone charges.

13. Lost Key Charge. Tenant will be required to complete and submit a facility key agreement for all issued keys. Tenant will be charged for replacement of lost or stolen keys according to the facility key agreement. Tenant must report to City that the key has been lost or stolen.

IN WITNESS WHEREOF, the parties herein have affixed their signatures on the day and year first written above.

WITNESS:

TENANT

Name:

Title:

CITY OF GREENBELT

Name:

Title:

ADDENDUM

The Tenant shall comply with the following obligations and requirements as necessary due to the COVID-19 pandemic:

- (a) Tenant staff, volunteers and visitors are required to complete a health screening upon entering the Center. Tenant may use the Center's health screening station;
- (b) a maximum of (1) one person is permitted in the Tenant space at one time;
- (c) Tenant staff, volunteers and visitors are required to wear a face mask covering face and nose when in Center. Masks are required to comply with CDC guidelines;
- (d) Tenant is responsible for sanitation processes in space following CDC guidelines;
- (e) Tenant is responsible for providing personal protective equipment (PPE) to Tenant staff, volunteers and visitors, with the exception of PPE at the Center's health screening station.

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* Reappointments to Advisory Boards

Suggested Action:

Reference: Survey

Efra Levner has indicated her willingness to continue to serve on the Arts Advisory Board (AAB), and Keith Chernikoff has indicated his willingness to continue to serve on the Advisory Planning Board (APB).

Approval of this item on the consent agenda will indicate Council's intent to appoint them to a new term.

Attachments:

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: MEETINGS

Subject:

Meetings

Suggested Action:

The City usually holds a Legislative Dinner meeting in early December. Council direction is sought regarding scheduling a virtual meeting with the City's State and County legislators in lieu of the annual meeting.

Attachments:

[meetings.pdf](#)

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

11/6/2020 2:08 PM

City Council Meetings & Work Sessions November – December



Regular Meeting	Mon.	11/09	8:00 pm
Special Meeting/Closed Session – City Manager Compensation	Tues.	11/10	7:30 pm
No Meeting – Veterans Day	Wed.	11/11	
Work Session – Introduction of the Beltway Plaza Phase 1 Detailed Site Plan, (Virtual)	Mon.	11/16	8:00 pm
Fall Virtual Business Coffee	Tues	11/17	9:00 am – 10:30 am
NLC City Summit (Virtual)	Wed. – Fri.	11/18-11/20	
Work Session – City Manager's Update, (Virtual)	Wed.	11/18	8:00 pm
Regular Meeting	Mon.	11/23	8:00 pm
Work Session – TBD	Wed.	11/25	8:00 pm
Work Session – County Executive Alsobrooks, (Virtual)	Mon.	11/30	8:00 pm
Work Session – Beltway Plaza Phase 1 Detail Site Plan, (Virtual)	Wed.	12/02	8:00 pm
Work Session - Combined Properties/Greenway Center (stakeholder)	Mon.	12/07	8:00 pm
Work Session – NASA Goddard Facility Update, (Virtual)	Wed.	12/09	8:00 pm
Hanukkah	Fri. – Fri.	12/11 - 12/18	
Regular Meeting	Mon.	12/14	8:00 pm
Work Session – Franklin Park at Greenbelt Station, (stakeholder)	Wed.	12/16	7:00 pm
Work Session – Public Education on Collective Bargaining Process, (tentatively), (Virtual)	Mon.	12/21	8:00 pm
Work Session – TBD	Wed.	12/23	8:00 pm
Christmas Eve	Thurs.	12/24	
Christmas	Fri.	12/25	
Kwanzaa	Sat. – Fri.	12/26-01/01	
Work Session – TBD	Mon.	12/28	8:00 pm
Work Session – TBD	Wed.	12/30	8:00 pm
New Year's Eve	Thurs	12/31	

- Councilmembers will present reports on conferences, meetings and events as the last item of business at Monday Work Sessions.

This schedule is subject to change. For confirmation, call 301-474-8000. Regular and Special meetings and Work Sessions are open to the public. If special accommodations are required for any disabled person, please call 301-474-8000 or 301-474-3870 no later than 10 a.m. on the meeting day. Deaf individuals are advised to use MD RELAY at 711 or e-mail banderson@greenbeltmd.gov to reach the City Clerk. Due to the COVID-19 precautions, the Council Meetings will be held online and is planned to be cablecast on Verizon 21, Comcast 71, and 996 and streamed to www.greenbeltmd.gov/municipal. Unless otherwise noted, Council meetings will be virtually by zoom. Zoom meeting information for public participation is posted on the City's website at www.greenbeltmd.gov on the meetings calendar.

Bonita Anderson, City Clerk

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

fax (301) 441-8248
www.greenbeltmd.gov

MD RELAY 711

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

11/6/2020 2:08 PM

Ready to be scheduled:

BARC/BEP Meeting (*include: Beltsville & Vansville Associations, FAR-B, Congressman Hoyer, etc.*)
MARC Train Service/ MDOT
NCOZ/Arts & Entertainment District
Potential Bond Referendum/Capital Financing Cemetery Plans
Forest Preserve/Community Gardens (Jan. 4, 21)
WSSC
Pepco
University of Maryland (*UMD President is scheduled to attend the Four Cities Meeting in College Park*)
Bernard Penney (*Memorial Donation in honor of Leonie Penney*)
Greenbelt Fair and Just Policing Act of 2020
Juneteenth
Parke Crescent Apartment Complex
MNCPPC (*to discuss zoning*)
Budget Updates (*Dec. or Jan.*)
Department of Public Works and Transportation (*Bikeshare*)

For later scheduling:

Zoning Enforcement
Parkway Apartment Owners/GHI (*parking*)
Northway Fields Master Plan
City Manager Updates (Jan, Pre-budget; July & Sept/Oct)
Meeting with County on Transportation Plan
Hotels
Department of Permitting, Inspections & Enforcement (DPIE)
Museum Plan
Apartments

City Council Agenda Item Report

Meeting Date: November 9, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: MEETINGS

Subject:

Stakeholders

Suggested Action:

Attachments:

[Stakeholder Schedule.pdf](#)

Annual														
Advisory Group Chairs	3/16	2/17	7/18	7/19	6/20									
Franklin Park at Greenbelt Station Mgmt.	8/16	11/17	12/18	12/19										
Greenbelt East Advisory Coalition	3/16	7/17	3/19	6/20										
Greenbelt Homes, Inc.	6/16	7/17	7/18	7/19	10/20									
Greenbelt Station	8/19	12/19	8/20											
County Executive/ County Council	12/13	9/16	1/19	8/20										
Biennial														
Roosevelt Center Merchants	11/16	1/18	1/20											
Beltsville Ag. Research Center/ NPS Greenbelt Park	03/14	7/16	8/18											
	7/15	1/18	1/20											
Beltway Plaza	9/14	3/17	9/20											
Greenway Center	7/14	12/16	2/19											
Civic Associations	8/14	2/18	8/20											
NASA/GSFC	3/15	3/17	9/19											
PG Co. Economic Development Corp.	8/14	4/17	7/19											
School Board	2/16	5/17	10/18	3/19	9/20									
State Highway Administration	6/15	10/17	11/20											
Every Three Years														
Apartments	2/18													
Religious/Spiritual Organizations	3/13	6/15	6/19											
Greenbelt Watershed Groups	8/14	10/16	10/19											
Hotels														
University of Maryland	3/13	4/15												
Every Three Years or Major Issue														
Comcast	9/13	11/17												
Verizon	2/20													
PEPCO	9/14	1/17												
WSSC	12/12	9/16												
WGL	12/17													
Capital Office Park	12/12	1/16	9/19											
Other Business Parks:														
Maryland Trade Center														
Golden Triangle														
Hanover Parkway														
Belle Point														
Edmonston Road														
WMATA/PGDPW&T (Semi-Annual)	11/16	9/17	11/18	1/20										

Other/As Needed														
M-NCPPC/Planning Board (Major Issue)	6/06	7/14	10/19											
Business Coffee (Every Four Months)	10/17	2/18	8/18	11/18	2/19	5/19	8/19	12/19	3/20	8/20				
State's Attorney (4 years)	2/11	4/15	9/19											
Roosevelt Center Owner	9/15	8/20												

(Rev. November 5, 2020)