

MEMORANDUM

TO: City Council

FROM: David J. Deutsch
City Manager

SUBJECT: ***Status Report***

DATE: May 3, 2012

Status Report

1. Annual Drinking Water Quality Report 2011

Attached is a copy of the Annual Drinking Water Quality Report for 2011. This report will be distributed to all customers using City provided water prior to July 1, 2012. The City's water system is within appropriate standards for all items measured.

2. Diesel Fuel

The Council of Governments has received bids for the cooperative purchase of diesel fuel. In this year's solicitation vendors were asked to quote on a net price differential to be applied to the current price published on the Oil Price Information Sheet (OPIS). The current OPIS price is \$3.2986 per gallon and the low bidder Mansfield Oil bid a differential of -0.0120 per gallon in truck transport (over 6,000 gallons) quantities. The beginning contract price for diesel fuel would be \$3.2861 (the current OPIS price + the differential).

Mansfield was also the low bidder for deliveries in tank wagon quantities offering a differential of 0.1284 per gallon bringing the cost to \$3.4270 for deliveries of less than 6,000 gallons. As with other fuel purchases, the price will increase or decrease during the first and third week of each month based on the published price.

The City Charter requires the City Council be given seven days notice prior to entering into a purchase agreement of this type.

3. Stream Cleanup #9

On Saturday, April 21, 2012, despite a couple of last minute group cancellations, 121 residents, Scouts and Bowie State University students joined forces to clean eight streams across the City. The total trash collected was 1,150 pounds and the total recycling collected was 750 pounds. In addition, two bikes, shopping carts, a desk chair, an outdoor Rubbermaid mini-storage garage, and several tires

were found. The general amount of trash and recycling collected was much lower than what is typically found likely due to a lack of rain for several weeks in advance that kept trash from roads and parking lots from being washed into streams. The trash and recycling that was collected by volunteers was picked up by Solid Waste crews Saturday afternoon once the cleanup was finished. A couple of larger items that volunteers could not remove from stream channels will be picked up by stormwater maintenance crews. The next cleanup is scheduled for Saturday, October 6, 2012, and it will be Number 10!!

4. Senior Housing Issues

You may find the report in your package – "Housing an Aging Population: Are We Prepared?" -- interesting. The report was prepared by The Center for Housing Policy.

5. Job Fair

The City of Bowie job fair took place on Friday, April 27th at the City Gymnasium. The event was very well attended with over 800 job seekers visiting the Gym during the three-hour period. We are compiling the results of registration forms completed by the attendees to gather information about the types of positions they were looking for, whether they were unemployed or merely looking for a change of jobs, and about how they learned of the event. We also hope to obtain from employers a count on how many employees will be hired as a direct result of the job fair. We do know that 61% of the job seekers were from Bowie, 30% from elsewhere in Prince George's County, and the remainder from all over the Washington, DC/Baltimore area.

All of the 32 participating employers indicated they would like to return if another job fair is held in Bowie in the future and they were very complimentary about the quality of the applicants and the organization of the fair. We have also been contacted by other employers who did not participate this time but would like to be included in the future.

6. Enhanced Bike Route Signage

In the March 8th Status Report, staff notified Council that the City was advised on March 6, 2012 that we had been awarded a grant under the Maryland Department of Transportation's (MDOT) Bikeways Program to install Bike Route signage on 14 City streets. These streets are located south of U.S. Route 50, north of MD Route 214 (Central Avenue), east of Church Road, and west of U.S. Route 301. The new signage along these streets will result in an additional 10.68 miles of the City's road network being identified in our On-Road Bicycle Route system.

Recently, MDOT's Office of Planning and Capital Programming requested the City to consider incorporating additional signage that identified names of destinations and related mileages to those destinations that would be installed in conjunction with the On-Road Bike Route signage. MDOT has offered to increase the amount

of the City's award by up to 10% to offset the cost of the additional signage. Staff is in the process of identifying quantities, locations and messages for these signs. Our first priority will be to identify public places and facilities (gym, senior center, library, school, park, museum, etc.) and the park-and-ride lot, followed by major commercial areas (Town Center, etc.). The goal is to have this signage installed during the summer months.

7. County Council Results, CB-5-2012 (Architectural Conservation Overlay Zone)

On Tuesday, May 1st, the Prince George's County Council voted unanimously to approve CB-5-2012, a bill sponsored by Council Members Campos and Davis revising the County Zoning Ordinance's regulations for Architectural Conservation Overlay Zones. The bill makes it easier for municipalities to request approval of new or additional residential regulations and gives municipalities a role in administering them. The City Council voted to recommend approval of the bill at your April 16th meeting. The City's Planning Director spoke in support of the legislation at the hearing this week. Once the enabling bill becomes effective, municipalities may request County Council approval of more stringent architectural and zoning standards to better protect community character of specific neighborhoods. The new law may prove helpful in discouraging potentially incompatible residential additions, infill development or resubdivisions, such as the three-lot resubdivision proposed in the Buckingham section several years ago. If the City decides to go forward with a request for an overlay zone, a City Council resolution must be passed to initiate the request.

8. Financial Advisory Committee Perspective on Proposed FY13 Budget

Attached is the Financial Advisory Committee's report on the FY 2013 Proposed Budget. The Committee plans to attend the May 7th Council Meeting and Chair Bonnie Moore will read their report.

DJD/JLF/asf

Attachments

Bowie Artist, Crafts Persons, and Performers Survey 2012 Draft Council

1. The City of Bowie values the artists, crafts persons, and performers among us. Two of the City's committees, 'Arts' and 'Economic Development', are actively seeking accurate and up-to-date information about Bowie's artists, crafts persons, and performers for two important projects: a possible Bowie Artists Directory, and the possible application to the State for designation as an Arts & Entertainment District.

The answers to these survey questions are required before either project can proceed.

Name and Address

Name:

Address:

Address 2:

City/Town:

State:

ZIP:

2. Contact information – We respect your privacy so these answers are optional. We need this so that we can contact you in the future with project updates and other useful information.

Website:

Email Address:

Phone Number:

3. From the choices given select the one that best describes you [Select one only]

- ☐ I am a performing artist
- ☐ I am a visual artist
- ☐ I am a crafts person

Bowie Artist, Crafts Persons, and Performers Survey 2012 Draft Council

4. What are the primary venues or locations you use as an artist, crafts person, or performer?

My studio,
workshop, or
rehearsal hall
is at this
location:

I
exhibit/perform
at these
locations:

I
exhibit/perform
this number of
times each
year:

5. Please identify all of the areas of Artistic Work which you have participated in during the past five years. We need your answer because this information is required for any Arts & Entertainment District application we might prepare. Please note: "Artistic Work" means an original and creative work, whether written, composed, or executed, in one of the following categories:

- ☐ a. A book or other form of writing;
- ☐ b. A play or performance of a play;
- ☐ c. A musical composition or the performance of a musical composition;
- ☐ d. A painting or other picture;
- ☐ e. A sculpture;
- ☐ f. Traditional or fine crafts;
- ☐ g. The creation of a film or the acting within a film; or
- ☐ h. The creation of a dance or the performance of a dance
- ☐ 1. Other (please describe)

This next series of questions is to help us quantify the number of folks engaged in arts/crafts/performance as a business or arts/crafts/performance for its recreational-hobby aspects.

6. Given the two choices of "Professional" or "Recreational" how would you categorize your involvement as an artist, crafts person, or performer?

- ☐ I am a professional (I earn my income from my art or craft or performance)
- ☐ I am an enthusiast or hobbyist (I do it for the fun, enjoyment, and recreation; not for money)

Bowie Artist, Crafts Persons, and Performers Survey 2012 Draft Council

7. If you belong to a group, organization, or guild what is the name? It is okay to list more than one!

8. Do you offer or teach classes in your art or craft for a FEE?

- ☐ Yes, I teach for a fee
- ☐ Yes, I teach but only charge a materials fee
- ☐ No, I teach but charge no fees
- ☐ No, I don't teach

9. I am willing to have my information made available to the public in any arts directory published by the City.

- ☐ Yes
- ☐ No

You are done! Thank you very much for participating in this survey.

For questions contact the City's Economic Development Director at jhking@cityofbowie.org

Annual Drinking Water Quality Report
City of Bowie
January 1 to December 31, 2011

Public Drinking Water System #016-0002

We are pleased to present to you another in a series of annual water reports that will keep you informed about the City of Bowie's efforts to supply quality water and services to you every day.

You will receive an annual report by July 1 of each year that will keep you informed of the previous calendar year's water quality.

This Water Quality Report is for those areas that are served by the City of Bowie Water Plant and should not be confused with areas served by the Washington Suburban Sanitary Commission.

The source waters for the City's consumption is ground water obtained from six wells in three major underground confined aquifers: Well #1 - Magothy formation; Wells #2R, #3, #6 - Patapsco formation; and Wells #4R and #5 - Patuxent formation. These aquifers range in depth from approximately 200 feet to 1,160 feet. To protect this resource, the City has identified potential sources of contamination through the development of a Wellhead Protection Plan. The Wellhead Protection Report also contains information on delineated wellhead protection areas and aquifer recharge areas. The Wellhead Protection Report is available for viewing at the Bowie Branch Library.

Confined aquifers such as those used by the City of Bowie afford very good protection from surface contaminants, but we are constantly monitoring our water supply to maintain high water quality standards. The Maryland Department of the Environment has performed a Source Water Assessment for the City of Bowie. The Summary of the assessment is included with this report. The complete Source Water Assessment can be viewed at the Bowie Branch Library and on the City of Bowie website – www.cityofbowie.org.

The following report is designed to inform you of water quality standards and what they mean. If you have any questions regarding this report, please contact John Illig, City of Bowie Water Plant Superintendent, 301-809-3060.

This Water Quality Report covers the period of January 1 to December 31, 2011. The City of Bowie and the Maryland Department of the Environment routinely monitor your drinking water to detect contaminants, according to Federal and State laws. Drinking water, including bottled drinking water, may be reasonably expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (1-800-426-4791).

The City of Bowie's water is tested for over 100 contaminants. Only regulated contaminants or unregulated contaminants that are required to be monitored that are at or above the Minimum Detection Level, are required to be in the Annual Drinking Water Quality Report. If you would like a copy of the complete listing of contaminants that have undergone testing, there will be copies available at the reception desk or the Finance Department at City Hall. The complete listing of tested contaminants and the Annual Drinking Water Quality Report will also be available on the City's website – www.cityofbowie.org.

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The City of Bowie is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to two minutes before using water for drinking or cooking. If you are concerned about lead in your drinking water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the EPA Safe Drinking Water Hotline at 1-800-426-4791 or at <http://www.epa.gov/safewater/lead>.

Citizens are urged to participate in all matters related to the City by attending City Council meetings. This is also true with water related matters, be they infrastructure or water quality. City Council meetings are usually held the first and third Mondays of each month. Check your local newspaper, the City's website – www.cityofbowie.org, or contact City Hall at 301-262-6200 for scheduling. All meetings are held in the Council Chambers at City Hall, located at 15901 Excalibur Road.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immune-compromised people such as people with cancer undergoing chemotherapy, people who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care provider. EPA/CDC guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

Our ground water has detectable amounts of radon. At the present time, it is still an unregulated contaminant. Radon is a radioactive gas that you cannot see, taste, or smell. Radon can enter the body by drinking water or breathing air containing radon. It can be released into indoor air from tap water when showering, washing dishes, or other household activities. Compared to radon entering the home through soil, radon entering the home through the tap water will, in most cases, be a small source of total radon in the home. If you are concerned about radon in your home, contact the EPA's Radon Hotline (1-800-SOSRADON or 1-800-767-7236).

The chart that follows in this report contains terms and abbreviations that you may not be familiar with. To help provide a better understanding of the terms used, the following definitions and statements are provided:

- Maximum Contaminant Level (MCL): The highest level of a contaminant that is allowed in drinking water. The MCLs are set as close to the MCLGs as feasible, using the best available treatment technology.
- Maximum Contaminant Level Goal (MCLG): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- Parts Per Million (PPM): One PPM is equal to one milligram per liter and is equivalent to one drop in 10 gallons.
- Parts Per Billion (PPB): One PPB is equal to one microgram per liter and is equivalent to one drop in 10,000 gallons.
- picoCuries Per Liter (pCi/L): A unit of measurement used to describe the level of activity or decay of a radioactive element.
- Variances and Exemptions: The State or EPA grants permission not to meet a MCL or a treatment technique under certain conditions. The following contaminants have been granted waivers from testing by the State of Maryland until notified otherwise:

<u>Asbestos</u>	<u>Cyanide</u>	<u>Nitrite</u>	<u>Radium 226</u>
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- Monitoring Frequency: The State does not require annual monitoring for contaminants because the concentration of these contaminants does not change frequently. Therefore, some of our data, though representative, is more than one year old.

**Annual Drinking Water Quality Report
For January 1 to December 31, 2011**

Contaminant	Test Results	MCL	MCLG	Test Date	Sources of Contamination
Fluoride	1.04 PPM	4 PPM	4 PPM	1/07/10	Erosion of Natural Deposits, Additive to Drinking Water
Gross Alpha	1pCi/L	15pCi/L	0	1/07/04	Erosion of Natural Deposits
Total Trihalomethanes		80 PPB	N/A		By-product of Drinking Water Chlorination
Minimum	4.0 PPB			5/12/11	
Maximum	17.4 PPB			7/19/11	
Annual Average	8.7 PPB			2011	
Haloacetic Acids		60 PPB	N/A		By-product of Drinking Water Chlorination
Minimum	0 PPB			5/12/11	
Maximum	4.1 PPB			7/19/11	
Annual Average	1.7 PPB			2011	

Unregulated Contaminants

Contaminant	Test Results	MCL	MCLG	Test Date	Sources of Contamination
Radon	20 pCi/L	N/A	N/A	1/26/99	Erosion of Natural Deposits

N/A = Where N/A appears, the MCL or MCLG have not been set by the EPA.

Unregulated Contaminant Monitoring helps the EPA to determine where certain contaminants occur and whether they need to be regulated.

**Maryland Department of the Environment
Source Water Summary**

The Maryland Department of the Environment's (MDE) Water Supply Program has conducted a Source Water Assessment for the City of Bowie. The major Components of this report as described in Maryland's Source Water Assessment Plan (SWAP) are: 1) delineation of an area that contributed water to the source; 2) identification of potential sources of contamination; 3) determination of susceptibility of the water supply to contamination. Recommendations for management of the assessment area conclude this report.

The sources of Bowie's water supply are three Coastal Plain confined aquifers – the Magothy, Patapsco and Patuxent. Six wells are currently being used to pump the water out of these aquifers. The source water assessment area was delineated by the Water Supply Program using methods approved by the U.S. EPA.

Potential sources of contamination within the assessment were identified based on MDE site visits, a review of MDE's databases. Well information and water quality data were also reviewed.

The susceptibility analysis for Bowie's water supply is based on a review of the water quality data, potential sources of contamination, aquifer characteristics, and well integrity. It was determined that Bowie's water supply is not susceptible to contaminants originating at the land surface due to the protected nature of confined aquifers. The water supply is susceptible to naturally occurring iron in the aquifers. The system has installed treatment to remove iron from the raw water.

To: The Bowie City Council
From: The Financial Advisory Committee
Date: May 7, 2012
Re: The Proposed 2013 Annual Budget

Thank you for the opportunity to give you our perspective on the proposed budget for fiscal year 2013. We appreciate that the budget is consistent with our City's operating approach which is based on a pay-as-you-go philosophy and which has continuously earned the City a AAA credit rating.

We suggest that the prudent budget approach at this time should remain conservative due to the uncertainties in the regional and national financial climate. We are fortunate to live in close proximity to Washington and to reap the benefit of the large number of jobs funded either directly or indirectly by the federal budget. However, the current inability of the federal government to reach a rational budget resolution stands to affect us dramatically. If the current "sequestration" requirement of cutting \$1.2 trillion through 2021 remains in effect in its current form, it is predicted that Maryland could lose as many as 18,000 jobs, which will seriously affect our regional economy. Even without this impact, the Maryland State Government is currently working with a crisis budget situation and distributions to local communities such as Bowie, especially the Highway Use Revenue, are expected to be lower than we have experienced in the recent past.

Like the State, Bowie is also dependent on an economy driven by federal spending through our local businesses and real estate market. Our primary source of revenue is the property tax, which is affected by property values and is thus not keeping up with cost increases. While it might appear that the economy is improving, it is too soon to make substantial spending decisions based on the uncertainty of future revenue projections.

In our annual review of the proposed budget, we focused on the Capital Budget and developed four categories of expenditures planned in the current year:

Required: A project that is mandated by law, or one that if not fixed may result in more problems and additional future costs.

Examples would be water plant repairs, stormwater management, and the sediment control reserve funds.

Replacement/Repair: In-kind replacement, or a repair, of an existing facility that needs immediate repair in order to function properly.

Examples would be repairs to the Senior Center, Kenhill Center, street resurfacing, facility maintenance, and wastewater treatment plant.

Enhancement: Replacement of an existing facility that may currently serve its purpose with an upgraded or enhanced version.

Examples would be the widening of Kenhill Drive, improvements to the parks, and renewable energy initiatives.

Expansion: A new facility or property that involves taking on additional costs to own, operate, and maintain.

Examples would be the indoor sports facility, an animal shelter, land acquisition, building a trail system, and public art.

Our analysis indicates that the proposed projects fall into the above categories as follows:

Required:	11.2%
Replacement/Repairs:	83.0%
Enhancements:	4.3%
Expansion:	<u>1.5%</u>
	100.0%

It is encouraging to note that the proposed budget is focused on maintaining current levels of services to the community, although we note that the Council has taken the alarming step of using \$1.4M from general reserve funds to cover needed repairs and maintenance. In the event that either the study for the indoor sports facility or the development of an animal shelter is accelerated into FY2013, these funds must be taken from one of the existing categories, from city reserves, or taxes must be raised.

The committee would like to comment on two of the suggestions in the Capital Improvements Program. We believe that a commitment to these two projects would not be prudent until we have a better understanding of the direction that the federal and state budgets will take and its impact on the city.

New Indoor Sports Facility

The committee understands that consideration is being given to moving the study for the planned new indoor sports facility forward from FY2017 to FY2013. While we appreciate that this is only a study and that there would be no immediate commitment to the full project, we believe that it would be best not to anticipate any new projects at this time. We would also like for the city and other interested groups to consider using the upcoming year to explore other avenues to raise the funds needed and to develop additional options based on best practices in other areas. We make this suggestion because of concerns that a large capital project in the near future would create a strain on our reserve funds.

The Council should keep in mind that once a new facility is built, it will add to the services available to the community but it would also increase the need for additional funds to cover the operating and maintenance costs.

Animal Shelter

While the committee also has great sympathy with the goals and aspirations of those who would like to see a local animal shelter, we also suggest that this project should not be started at this time. The generous offer of \$100,000 from a local contributor is greatly appreciated but would not cover construction and on-going operating costs. We understand that a new state-of-the-art facility has been built by the county, and that the new city hall will soon have the capacity of a temporary shelter. We suggest that the city hall facility should be given a testing period before additional facilities are considered.

In summary, the Committee suggests that Council should support a conservative fiscal year 2013 budget at this time which minimizes non-essential expenditures while maintaining all of our current city services and complying with our current reserve fund policy.

Sincerely,

City of Bowie Financial Advisory Committee