

MEMORANDUM

TO: City Council

FROM: David J. Deutsch
City Manager

SUBJECT: ***Status Report***

DATE: May 16, 2013

1. Contracts/Purchases

In response to Councilmember Turner's inquiry last week during the discussion on procurement procedures, the following information is provided:

Purchase Orders issued in FY13	333	100%
Purchase Orders (less than \$10,000)	244	73%
Purchase Orders (\$10,000 or more)	89	27%

Of the 89 Purchase Orders that were issued for \$10,000 or more, 35 contracts were awarded after a RFP was issued, 24 contracts were awarded under a cooperative purchasing agreement, and 19 contracts were awarded after waiving the bidding requirements. The remaining 11 Purchase Orders were issued to residents participating in the assistance to seniors for home repairs program funded by the Community Development Block Grant.

2. Remand of Detailed Site Plan DSP-12008 – New Life Community Church and Day Care Center

Staff learned this week that, at its May 6th meeting, the District Council remanded Detailed Site Plan DSP-12008 back to the County Planning Board for the Board "to take further testimony, reconsider its decision, and to allow additional public comment."

On October 15, 2012, the City Council conducted a public hearing and voted to support this Detailed Site Plan (DSP) application, which proposes the operation of a day care center for up to 32 children from an existing site/building (former 7-Eleven convenience store property) that currently is used as a church. The subject property is located on the north side of Old Annapolis Road, contains 0.34 acres and is zoned C-S-C (Commercial Shopping Center), where the proposed use is permitted by right as an accessory use, in conjunction with a church, under the Prince George's County Zoning Ordinance, subject to the review and approval of a Detailed Site Plan. The applicant proposed providing day care for children between the ages of two to five years old; an afterschool program is proposed to be offered to children in kindergarten to the eighth grade.

Additional testimony and comment are sought on a variety of topics, including: providing a noise analysis; the need for any special fencing to provide noise mitigation; the potential for a barricade to protect the play area from the parking area; the hours of operation of the day care center and church; providing a floor plan for the uses on the site; adequacy of on-site parking; if adequate on-site lighting is provided; compliance with applicable sections of the Landscape Manual; and, if the applicant is an individual, LLC or corporation. No Planning Board date has been set at this time. Staff will provide that date when it is announced.

3. Radar Speed Signs

All six signs are deployed, including the three new ones recently acquired. The new locations are: Triple Crown Road (from Round Tree Lane); Winchester Lane (from Urbana Lane); Jenkins Ridge Road (from Jennings Mill Drive); Maddox Lane; Foxhill Lane; Holiday Lane.

4. Tent Sale – Bowie Town Center

Staff has been advised by USA Tent Sales, a sales/marketing company, that it intends to install a temporary sales tent in the parking area next to the Sears Auto Center building in the Bowie Town Center. This firm has had tent sales at the Town Center in the past, at the same location. This year, they would like to have the sale run from May 31 – June 30. The tent is 100 ft. by 40 ft. and occupies approximately 20 parking spaces. Rug and art work would be sold. The proposed location of the tent and the 30-day duration of the tent sale are consistent with Simon's pending "Media Opportunities" plan, which the retailer and City hope to finalize through approval of a formal amendment to the Specific Design Plan (SDP) in the near future.

5. Belair Mansion Interior and Exterior Painting Project

In the attached memorandum, staff recommends that the current year CIP funding of \$50,000 for the interior and exterior painting project at the Belair Mansion not be expended in this fiscal year. Sometime in the Fall, once a more accurate cost estimate has been obtained from the architect and the Mansion plaster and storm window projects have been completed, a supplemental budget ordinance will be brought to Council to request reappropriation of funding for this project.

6. 2012 Annual Drinking Water Quality Report

Attached is a copy of the City's 2012 Annual Drinking Water Quality Report. As you can see, the City is operating well within the parameters established by the EPA. This report will be mailed to all residents before July 1, 2013. Starting next year, the City will be able to provide access to this report online at www.cityofbowie.org/wqr in lieu of having to mail this report. This is the process of notification being used by WSSC and is acceptable to the Maryland Department of the Environment. The City will provide a notice on water bills regarding where to access this report. Also, a required newspaper notice will be published to inform water and sewer customers where they can access the report. Providing this report online will save the City \$3,200 annually.



City of Bowie

15901 Excalibur Road
Bowie, Maryland 20716

MEMORANDUM

TO: City Council

FROM: JLF David J. Deutsch, City Manager

DATE: May 15, 2013

SUBJECT: Belair Mansion Interior & Exterior Painting Project (FY 2013)

The FY 2013 Budget provides funding for both interior and exterior painting at the Belair Mansion. The budget allocation was established from a quotation obtained from a commercial painting company in January of 2012, prior to adopting the FY 2013 Budget. As staff began working on this project, it became apparent that given the nature of a "historic" building, such as the Belair Mansion, painting of a 260+ year old building would require careful execution to ensure artifacts, furniture, and physical properties both inside and outside the Mansion were not disrupted. In addition, assistance from an architect, who specializes in historic buildings, would be necessary to develop the specific and detailed scope of services and specifications for the work to be performed. To this extent, the City has contracted with Gant Brunnett Architects (GBA), who is familiar with the Belair Mansion, to inspect the Mansion and to develop the scope of services and specifications.

Staff met with GBA at the Mansion earlier this month to review the areas to be painted, when it became apparent that the quotation used to establish the funding for this work was very "generic" in nature, and would not be sufficient to complete the entire painting work required. In addition, there are two CIP projects (Interior Plaster Repair & Storm Window Installation) currently underway at the Mansion which has an impact on the ability to complete the painting work in the current fiscal year. The plaster repair and storm window installation projects will be completed by October 30, 2013, at which point interior and exterior painting can commence.

Recommendation: Staff recommends the current year CIP funding of \$50,000 for interior and exterior painting at the Belair Mansion not be expended in the current year. Staff will come back to Council with a request to have funding for this project re-appropriated by a supplemental budget ordinance sometime during the fall of 2013, once a more accurate cost estimate has been obtained from the project architect and the plaster and storm window projects are complete.

DJD/MR

Annual Drinking Water Quality Report
City of Bowie
January 1 to December 31, 2012

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, 2012. 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:

Asbestos

Cyanide

Nitrite

Radium 226

- 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.

Of Special Note

In the near future the City of Bowie Water Quality Report will be available online @ www.cityofbowie.org/wqr. Beginning in 2014 all future Water Quality Reports will be posted online and will no longer be mailed to all customers. Reminders about where to obtain the Water Quality Report will also be printed on your water bill. To request a printed copy of the Report, please call the Water Plant at 301-809-3060.

**Annual Drinking Water Quality Report
For January 1 to December 31, 2012**

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	1.5 PPB			1/26/12	
Maximum	25.4 PPB			7/26/12	
Annual Average	9.5 PPB			2012	
Haloacetic Acids		60 PPB	N/A		By-product of Drinking Water Chlorination
Minimum	0 PPB			1/26/12	
Maximum	3.5 PPB			7/26/12	
Annual Average	1.9 PPB			2012	

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.