



City of Bowie

Regular City Council Meeting

Monday, November 7, 2022
Council Chambers - 8 p.m.

AGENDA

- I. CALL MEETING TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. QUORUM**
- IV. AGENDA ADDITIONS/DELETIONS/AMENDMENTS**
- V. CITIZEN PARTICIPATION**
- VI. PRESENTATIONS**
 - A. American Indian Heritage Month Presentation by the Diversity Committee
- VII. CITY BOARDS AND COMMITTEES**
 - A. Appointments/Reappointments/Swearing-In
- VIII. COUNCIL ANNOUNCEMENTS**
- IX. CITY MANAGER'S REPORT**
- X. CONSENT AGENDA**
 - A. Approval of October 17, 2022 Meeting Minutes
 - B. Adoption of Proclamation P-26-22 Observing Veteran's Day, November 11, 2022
 - C. Adoption of Proclamation P-27-22 Proclaiming the Month of November as Municipal Government Works Month in the City of Bowie
 - D. Adoption of Proclamation P-28-22 Proclaiming November 2022 as Family Court Awareness Month in the City of Bowie
 - E. Adoption of Resolution R-60-22 Accepting Bid Proposal for Street Resurfacing and Cold Milling
 - F. Adoption of Resolution R-61-22 Authorizing the Issuance of a Purchase Order to Rummel, Klepper & Kahl, LLP for Task Order/RFP#1-12 in Accordance with the Master Contract Approved on October 31, 2018
 - G. Adoption of Resolution R-62-22 Establishing a "No Net Loss" Policy for the City's Tree Canopy Coverage
 - H. Adoption of Resolution R-63-22 Approving the Award of the City's Education Committee FY23 Grants
 - I. Adoption of Resolution R-64-22 Approving the Award of the City's Community Outreach Committee FY23 Grants

- J. Adoption of Resolution R-65-22 Authorizing the Issuance of a Purchase Order to Gant Brunnett Architects, Inc. for Task Order/RFP#7-13 in Accordance with the Master Contract Approved on January 7, 2019
- K. Introduction of Ordinance O-6-22 Amending the Code of the City of Bowie, Maryland, Chapter 2, "Administration," Article V, "Public Ethics," to Incorporate Changes Required by State Law to Local Ethics Ordinances Regarding Conflicts of Interest (City Code, Sec. 2-70) and Financial Disclosures (City Code, Sec. 2-68 and 2-71)

XI. OLD BUSINESS

- A. Adoption of Resolution R-54-22 for Category 2 Designation and Water Service Connection for the Property at 13314 Forest Drive, Bowie, Maryland - **Public Hearing/Eligible for Action**

XII. NEW BUSINESS

- A. BGE Update to City Council - BGE will provide an update on its performance during the July storms. BGE will present its power restoration process as well.
- B. Friendship Aspire Academy Public Charter School Information Presentation
- C. Adoption of Resolution R-57-22 Adopting the Housing and Community Development Consolidated Annual Performance and Evaluation Plan (CAPER) for Fiscal Year 2022 (HUD FY21) - **Public Hearing/Eligible for Action**
- D. Adoption of Emergency Ordinance O-5-22 Amending the Adopted Budget for the Fiscal Year Beginning July 1, 2022 and Ending June 30, 2023, as Embodied in Ordinance O-1-22, as Amended to Reflect Appropriate Funds for the Following Project: Emergency Procurement for the Repair of a Collapsed Sewer - **Public Hearing/Eligible for Action**
- E. Adoption of Resolution R-59-22 Waiving the Competitive Bidding Requirements of Section 61 "Purchasing and Contracting" of the Charter of the City of Bowie to Allow for Emergency Procurement of Sewer Repair at Violetwood Place

XIII. ADJOURNMENT AND MOVE TO CLOSE SESSION

To adjourn to closed session under the statutory authority of the Md. Annotated Code, General Provisions Article §3-305(b)(7): "To consult with counsel to obtain legal advice."

Note: The Ethics Commission has advised that under certain circumstances, members of the public may qualify as lobbyists when they testify before the City Council. If so, the Bowie Ethics Ordinance requires that certain information be filed with the Ethics Commission. Please review the information about lobbying that is provided with the City Clerk. If you have any questions about lobbying, please contact the Ethics Commission or the Assistant City Manager.

This meeting will be televised live on Verizon Channel 10 and Comcast Channel 71 and 996, repeated on 11/9/22 and 11/12/22 at 7:00 p.m., and [web-streamed live](#).

For a closed-captioned version of the meeting video, please go to <https://www.youtube.com/user/cityofbowiemd/playlists> and select the 2022 Council Meetings list. Once the meeting video opens, be sure to click on "CC" button to turn on

closed captioning.

**NEXT REGULAR MEETING OF THE BOWIE CITY COUNCIL - MONDAY, NOVEMBER 21,
2022 - COUNCIL CHAMBERS - 8:00 P.M.**



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: American Indian Heritage Month Presentation

DATE: 11/03/2022

A member of the Diversity Committee will give a presentation on American Indian Heritage Month.

ATTACHMENTS: None



Memorandum

TO: City Council

FROM: Awilda Hernandez, City Clerk

SUBJECT: Committee Appointments/Reappointments/Swearing-In

DATE: 11/03/2022

Committee Reappointments:

1. If Council concurs to reappoint the following members of the Board of Elections for another 2-year term, please move to reappoint them:

Sonia Huntley

Yolanda Jones

Committee Appointments and Swearing-in:

1. Ms. Veronica Fountain was interviewed on October 17 for appointment to the Economic Development Committee. Council concurred to appoint her to the committee as a member for a 2-year term. Please move to appoint her.

ATTACHMENTS: None

REGULAR CITY COUNCIL MEETING MINUTES

MONDAY, OCTOBER 17, 2022

CALL MEETING TO ORDER:

The Regular Meeting of the Bowie City Council was held on Monday, October 17, 2022, in the Council Chambers at City Hall. Mayor Adams called the meeting to order at 8:02 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Mayor Adams led the Pledge of Allegiance to the Flag.

QUORUM:

In attendance were Mayor Adams, Councilmembers Bofo, Esteve, Gardner, Harrison, Ndebumadu (virtual) and Woolfley, City Manager Lott, Assistant City Manager Mears, City Attorney Levan, City Clerk Hernandez, and Staff.

AGENDA ADDITIONS/DELETIONS/AMENDMENTS:

Councilmember Harrison motioned to add a discussion and approval of City's support on County Council Resolution CR-121-2022 Mill Branch Revitalization Tax Credit District under New Business. Councilmember Gardner seconded the motion. Motion passed 6-0.

CITY BOARDS AND COMMITTEES:

A. Appointments/Reappointments/Swearing-In:

1. Mayor Adams swore in Robert W. Day, Sr. as a regular member to the Bowie Advisory Planning Board for a two-year term.

COUNCIL ANNOUNCEMENTS:

Councilmember Harrison announced the opening of the Liberty Sports Park on October 23, 2022.

Mayor Pro Tem Bofo reminded residents that early voting will be October 27 thru November 3 at the City Gymnasium.

CONSENT AGENDA:

Mayor Pro Tem Bofo made a motion to approve Consent Agenda items: A) Approval of September 19, 2022 Meeting Minutes; B) Approval of October 3, 2022 Meeting Minutes; C) Adoption of Resolution R-56-22 Waiving the Competitive Bidding Requirements of the City Charter to Allow the City to Enter Into Contracts With Various Snowplow Contractors That May Exceed \$25,000 in Aggregate

Value; D) Adoption of Resolution R-58-22 Awarding a Contract for Roof Replacement and Repairs for Bowie Playhouse; E) Approval of Letter to M-NCPPC re: FY2024 Proposed Budget. Councilmember Harrison seconded the motion. Motion passed 7-0.

OLD BUSINESS:

A. Detailed Site Plan #22016, Dash-In Convenience Store and Gas Station - Mr. Joe Meinert, City Planning Director summarized the staff report. This item was before Council in their September 6, 2022 meeting, where Council requested more information from the developer on detailed market studies, and sustainability standards. The developer is requesting the City's approval recommendation for a redevelopment plan that includes a 4,500 square foot convenience store, gas station and car wash to replace the existing 5,641 square foot Applebee's restaurant. The 1.68-acre site is located in the northwest corner of US 301/Heritage Boulevard in the TAC-E (Town Activity Center-Edge) zone.

Mr. Dan Lynch with the law firm McNamee, Hosea representing the applicant, summarized a letter submitted to Council with the answers to Council's previous questions. (Copy of letter attached).

Councilmember Woolfley asked if electric charging stations will be installed at this location. Mr. Lynch responded that in this particular location the area is too small and will not have any installed.

Councilmember Gardner would like to see charging stations placed in this location and asked about how many jobs will this station provide. Mr. Lynch responded that it will be about 25-30 jobs.

Councilmember Harrison stated that she would like to see something different built in that location, perhaps a higher end eatery.

Mayor Pro Tem Boafu motioned to approve DSP #22016 with the addition of having the applicant consider the installation of EV charging stations on the property. Councilmember Esteve seconded the motion. Motion passed 6-1 (Harrison).

B. Adoption of Resolution R-50-22 Amending Resolution R-16-01 "Rules and Regulations of City Boards, Commissions, and Committees – City Clerk Hernandez stated that this item was before Council at the October 3, 2022 meeting and it was requested by Council to include the requirement to have Council interview applicants in the resolution.

Mayor Pro Tem Boafu motioned to adopt Resolution R-50-22 as amended. Councilmember Gardner seconded the motion. Motion passed 7-0.

NEW BUSINESS:

A. Adoption of Resolution R-54-22 for Category 2 Designation and Water Service Connection for the Property at 13314 Forest Drive, Bowie, Maryland – Assistant Public Works Director Hong Yin summarized the staff report. The property owner, Capitol Development Design Inc. applied for a water service connection to the City's water system on August 4, 2022, for a proposed new property at 13314 Forest Drive. Upon approval of a Category 2 designation, the City will reserve the required water capacity for a period of two years. During that time, the applicant will be responsible for all costs associated with design, permitting, construction, and inspection of the proposed City water connection. The Public Works Department and the Planning and Community Development Department have reviewed the application and recommends conditional approval of a Category 2 designation.

Public Hearing:

Since there were no comments submitted and no one signed up to speak, Mayor Adams declared the Public Hearing to have been held.

Councilmember Woolfley asked if this item was advertised appropriately. Ms. Yin responded that it was advertised in the newspaper per the City Code. Councilmember Woolfley is concerned that the neighborhood where this change is taking place, was not clearly notified of this proposed change.

Councilmember Woolfley motioned to table this item to the next Council meeting and request that notice of this change be sent to all the residents in the neighborhood. Councilmember Gardner seconded the motion. Motion passed 6-1 (Esteve).

B. Discussion on Council Vacancies Procedures – Councilmember Esteve discussed the possibility of revising the procedures for filling Council vacancies. Currently all applicants are interviewed by Council before a selection is made which could be time consuming depending on the number of applicants. Would his colleagues consider reviewing the applications first and then selecting the top five or six contenders for an interview.

Mayor Adams feels that all applicants should be considered for an interview.

Councilmember Harrison is in agreement with the Mayor specially since there are only three qualifications for applicants which are to be 18 years of age, reside n the City of Bowie at least one year and are registered voters.

Council concluded to proceed with interviewing all applicants.

C. Discussion and approval of City's support on County Council Resolution CR-121-2022 Mill Branch Revitalization Tax Credit District – Mr. Gibbs with the law firm Gibbs and Haller, representing the developer summarized the resolution. The resolution will designate Mill Branch Crossing property as a revitalization tax credit district pursuant to Section 10-235.03(c) of the Prince George's County Code.

Councilmember Harrison motioned to send the letter of support for CR-121-2022. Councilmember Ndebumadu seconded the motion. Motion passed 5-2 (Esteve, Woolfley).

ADJOURNMENT AND MOVE TO CLOSE SESSION:

Mayor Pro Tem Boafo motioned to adjourn the Regular City Council meeting and move to Close Session under the statutory authority of the Md. Annotated Code, State Government Article §3-305(b)(3): "To consider the acquisition of real property for a public purpose and matters directly related thereto" and §3-305(b)(7): "To consult with counsel to obtain legal advice." Councilmember Gardner seconded the motion. Motion passed 7-0. The meeting adjourned at 10:10 p.m.

Respectfully submitted,

Awilda Hernandez, MMC
City Clerk



McNamee Hosea
Attorneys & Advisors

McNamee Hosea
6411 Ivy Lane, Suite 200 O 301.441.2420
Greenbelt, Maryland 20770 F 301.982.9450

mhlawyers.com

Daniel F. Lynch, Esquire
Admitted in Maryland

Email: DLynch@mhlawyers.com
Direct Dial: Extension 250

September 12, 2022

VIA ELECTRONIC MAIL

Joseph M. Meinert, AICP
Director of Planning and Sustainability
City of Bowie
15901 Fred Robinson Way
Bowie, MD 20716

Re. DSP-22016
Dash-In Food Stores

Dear Joe:

On behalf of my client, Dash-In Food Stores, Inc., I am writing for the purpose of addressing the questions posed by the City Council during the hearing on the above referenced Detailed Sited Plan on September 6, 2022.

As a preface to providing these answers, it is important to note that this application will be reviewed by Park and Planning based on the criteria set forth in Section 27-285(b) of the Zoning Ordinance of Prince George's County which provides:

- (1) The plan represents a reasonable alternative for satisfying the site design guidelines, without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use;

The application package submitted to the City of Bowie and Park and Planning adequately addresses this criteria. Although the questions posed by the City Council are important and we are more than happy to provide answers, these questions and the enclosed responses do not relate to the applications compliance with Section 27-285(b) of the Zoning Ordinance. I think it is important for everyone to understand what the criteria of approval is for this application. That being said, please accept the following as the applicant's response to the questions posed by the City Council.

1. Provide a market study or additional information as to why this site was chosen.

Response: Generally, a market study demonstrating that there is lower concentration of fueling positions in the defined market area overall based on both the total population and number of registered vehicles ratios was not performed on this site. Such an analysis is sometimes required for certain land use applications in Prince George's County and therefore filed with those applications. However, in the case of the C-M Zone, a market study is not required as part of the review and

approval of a Detailed Site Plan. My client did perform a site analysis that takes into consideration pass-by traffic, the number of other stations in the market, site access, site visibility and zoning to determine whether or not the site is acceptable. That analysis in conjunction with its 95 years of experience and success in this market was used to determine whether it would be successful at this site. My client knows when a site will be successful, and it would not be investing 6 to 8 million dollars if the site analysis was not favorable and if it did not believe it would be successful on this site.

2. Why is Applebee's leaving the property

Response: Applebee's is leaving the property based on the fact that their lease term is about to expire. The property owner spoke with a number of potential tenants that included quick service restaurant operators and other gas station operators but did not receive any inquiries from a sit-down restaurants or retail commercial uses.

3. What philanthropic activities are proposed in Bowie?

Response: The Wills Group, the parent company of Dash-In Food Stores, Inc., is heavily involved in the communities where it operates and gives back to the communities it serves. My client has donated 4.5 million dollars since 2006 to 45 local organizations throughout the Mid-Atlantic Region. My client would be more than happy to sit down with representatives of the City of Bowie to discuss whether there are any local organizations that could be added to its list of future beneficiaries of this charitable giving.

4. Provide additional information regarding diversity within the company.

Response: I have attached a summary of the history of diversity, equity and inclusion as well and the 2022 DEI Learning Journey Curriculum.

I believe the above addresses that questions posed by the City Council at the September 6th hearing. Please let me know if you have any questions regarding the above.

Sincerely,

MCNAMEE HOSEA

By:


Daniel F. Lynch

Enclosure

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)**

This form has two sides. *Complete items 1 – 4 before closing the meeting.*

1. **Recorded vote to close the meeting:** Date: 10-17-22; Time: 10:10; Location: City Hall;
Motion to close meeting made by: Bravo Seconded by Gardner;
Members in favor: All; Opposed: _____;
Abstaining: _____; Absent: _____.

2. **Statutory authority to close session (check all provisions that apply).**
This meeting will be closed under General Provisions Art. § 3-305(b) only:

(1) ☐ "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; (2) ☐ "To protect the privacy or reputation of individuals concerning a matter not related to public business"; (3) ☒ "To consider the acquisition of real property for a public purpose and matters directly related thereto"; (4) ☐ "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; (5) ☐ "To consider the investment of public funds"; (6) ☐ "To consider the marketing of public securities"; (7) ☒ "To consult with counsel to obtain legal advice"; (8) ☐ "To consult with staff, consultants, or other individuals about pending or potential litigation"; (9) ☐ "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; (10) ☐ "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; (11) ☐ "To prepare, administer, or grade a scholastic, licensing, or qualifying examination"; (12) ☐ "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; (13) ☐ "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; (14) ☐ "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process." (15) ☐ "To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information . . . or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices."

Continued →

3. For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.

Citation (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b) ☒ 3	Real Property Acquisition	Status of due diligence
§3-305(b) ☒ 7	Consult with Legal Counsel	Need for outside Counsel
§3-305(b) ☐		
§3-305(b) ☐		
§3-305(b) ☐		

4. This statement is made by Samuel J. Adams, Presiding Officer.

WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION FOR SUMMARY TO BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING. (See also template for summary.)

- For a meeting closed under the statutory authority cited above:

Time of closed session: 10:15

Place: City Hall

Purpose(s): Real Property Acquisition - Consult with legal counsel

Members who voted to meet in closed session: Adams Gardner Harrison Esteve Wolfley Dato Ndehmadu

Persons attending closed session: Adams Gardner Harrison Esteve Wolfley Dato Ndehmadu Robert Leven Lott Mears

Authority under § 3-305 for the closed session: (3) (7)

Topics actually discussed: Real Property Acquisition Issues, Need for Outside Counsel

Actions taken: _____

Each recorded vote: _____

- For a meeting recessed to perform an administrative function (§ 3-104): Time: _____

Place: _____

Persons present: _____

Subjects discussed: _____



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Observing Veterans' Day, November 11, 2022
Proclamation P-26-22

DATE: 11/03/2022

ATTACHMENTS: 1. 20221107 - Proclamation P-26-22

PROCLAMATION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
OBSERVING VETERANS' DAY, NOVEMBER 11, 2022

WHEREAS, in 1918, on the eleventh hour of the eleventh day in the eleventh month, the “war to end all wars” was over; and

WHEREAS, on November 11, 1919, President Woodrow Wilson proclaimed that the reflections of Armistice Day be filled with solemn pride and gratitude; and

WHEREAS, in 1954, President Eisenhower signed legislation designating November 11 as Veterans’ Day – through which a grateful nation may pay proper homage to all its veterans; and

WHEREAS, every November 11th, the veteran’s organizations of Bowie gather with their fellow citizens to recognize the service of all veterans to the United States of America.

NOW, THEREFORE, BE IT PROCLAIMED that the Council of the City of Bowie, Maryland does hereby honor all those men and women who have bravely and proudly served their country as members of the Armed Forces of the United States of America as we all gather on this 11th day of the 11th month.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on November 7, 2022.

Attest:

Timothy J. Adams, Mayor

Awilda Hernandez, City Clerk



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Municipal Government Works Month
Proclamation P-27-22

DATE: 11/03/2022

ATTACHMENTS: 1. 20221107 - Proclamation P-27-22

PROCLAMATION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
PROCLAIMING THE MONTH OF NOVEMBER AS
MUNICIPAL GOVERNMENT WORKS MONTH IN BOWIE

WHEREAS, the City of Bowie was incorporated in 1916; and

WHEREAS, Maryland is home to 156 other municipalities; and

WHEREAS, municipal government represents the most responsive level of government, allowing citizens to have direct access to elected officials; and

WHEREAS, in an effort to educate citizens about municipal government and the importance of their participation, the City of Bowie is proud to promote municipal government awareness; and

WHEREAS, municipalities have enhanced the quality of life for their respective residents maintaining natural and historic sites and structures and helping to make Maryland a great place to live, work, play and explore.

NOW, THEREFORE, BE IT PROCLAIMED that the Council of the City of Bowie, Maryland hereby joins the Maryland Municipal League in declaring November to be Municipal Government Works Month in Bowie, Maryland.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on November 7, 2022.

Attest:

Timothy J. Adams, Mayor

Awilda Hernandez, City Clerk



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Family Court Awareness Month
Proclamation P-28-22

DATE: 11/03/2022

ATTACHMENTS: 1. 20221107 - Proclamation P-28-22

PROCLAMATION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
PROCLAIMING NOVEMBER 2022 AS FAMILY COURT AWARENESS MONTH
IN THE CITY OF BOWIE

WHEREAS, the mission at One Mom’s Battle (OMB) and the Family Court Awareness Month Committee (FCAMC) is to increase awareness on the importance of a family court system that prioritizes child safety and acts in the best interest of children; and

WHEREAS, the mission at the FCAMC is to increase awareness on the importance of education and training on domestic violence, childhood trauma, and post-separation abuse for all professionals working within the family court system; and

WHEREAS, the mission at the FCAMC is to educate judges and other family court professionals on the empirical data and research that is currently available. Such research is a critical component to making decisions that are truly in the best interest of children. This research includes the Adverse Childhood Experiences (ACEs) Study (CDC-Kaiser Permanente), Saunders Study (US Department of Justice), The Meier Study: Child Custody Outcomes in Cases Involving Abuse Allegations, and the Santa Clara Law Study (Confronting the Challenge of High-Conflict Personality in Family Court); and

WHEREAS, the mission at the FCAMC is fueled by the desire for awareness and change in the family court system while honoring the 810(+) children in the United States who have been murdered by a parent after a custody court rejected the other parent’s plea for protection.

NOW, THEREFORE, BE IT PROCLAIMED that the Council of the City of Bowie, Maryland hereby proclaims November 2022 as Family Court Awareness Month in the City of Bowie.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on November 7, 2022.

Attest:

Timothy J. Adams, Mayor

Awilda Hernandez, City Clerk



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Bid Award for Street Resurfacing and Cold Milling
Resolution R-60-22

DATE: 11/03/2022

A legal notice was placed on eMaryland Marketplace and the City's website on September 9, 2022 for the Street Resurfacing and Cold Milling. Bids were opened and publicly read on Wednesday, September 28, 2022 at 12pm. The following is a tabulation of the bids received:

Royale Construction, Inc. Bowie, MD	\$1,094,140
Stanley's Concrete, LLC Annapolis Junction, MD	\$1,469,980
Reliable Contracting Co., Inc. Gambrills, MD	\$1,604,880
M.T. Laney Co., Inc. Eldersburg, MD	\$1,717,620
Allan Myers MD, Inc. Fallston, MD	\$1,858,980
Espina Paving, Inc. Woodbridge, VA	\$2,089,900
Ross Contracting, Inc. Mount Airy, MD	\$2,153,010
Fort Myer Construction Corp. Washington, DC	\$2,387,130
Holcim-MAR, Inc. Greenbelt, MD	\$2,666,828

The bids from Royale Construction, Inc. and Stanley Concrete, LLC were determined to be less responsive or responsible than the third lowest bidder, due to their failure to provide information demonstrating the bidder had performed work of the nature and quantity called for in the subject contract. Therefore, Reliable Contracting Co., Inc. was determined by Public Works to be the lowest most responsive and responsible bidder.

Based on the City's estimated resurfacing quantity requirements and the qualified low bidder unit costs, the Public Works Department recommends awarding this bid to Reliable Contracting Co., Inc. of Gambrills, MD in the amount of \$1,898,600. This is within the amount budgeted in the FY23 Streets Resurfacing Account.

I concur with the above recommendation and request your approval of Resolution R-60-22.

ATTACHMENTS:

1. 20221107 - Resolution R-60-22
2. 20221107 - Determination of Non-Responsibility

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING BID PROPOSAL FOR STREET RESURFACING
AND COLD MILLING

WHEREAS, legal notices were placed on eMaryland Marketplace and the City's Website and requests for bid proposals were sent to various firms for Street Resurfacing and Cold Milling; and

WHEREAS, at the bid opening on Wednesday, September 28, 2022 at 12pm, nine (9) bid proposals had been received; and

WHEREAS, after careful review of the bid proposals submitted, it was determined that Reliable Contracting Co., Inc. of Gambrills, MD ("Reliable") had submitted the lowest most responsive and responsible bid; and

WHEREAS, based on the City's quantity requirements and its determination of bidder responsibility, the Public Works Department recommends awarding this contract to Reliable in the amount of \$1,898,600; and

WHEREAS, the bid submitted by Reliable is within the amount budgeted in the FY23 Streets Resurfacing Account.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the bid proposal of Reliable Contracting Co., Inc. of Gambrills, MD and authorizes the City Manager to enter a contract with Reliable Contracting Co., Inc. in the amount of \$1,898,600.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on November 7, 2022.

ATTEST:

THE CITY OF BOWIE, MARYLAND

 Awilda Hernandez
 City Clerk

 Timothy J. Adams
 Mayor

DETERMINATION OF NON-RESPONSIBILITY

For the City of Bowie Project, FY 23 Street Resurfacing, the City of Bowie received 9 bids. The City determined that the third lowest bid was the most responsible for the following reasons:

Royale Construction, Inc., the lowest bidder, has performed work for WSSC as a subcontractor, but the asphalt work that it has performed has been mostly patch work. It has provided no references and has not demonstrated that it has performed any work of the nature and quantity that is called for in the subject contract.

Stanley Concrete has performed work for the City in the past. The work performed involved the removal, disposal, and replacement of concrete curb and gutter, sidewalk, and aprons, and asphalt patching; but not the entire roadway milling and resurfacing. Stanley Concrete's references for asphalt repaving work involved primarily projects in the nature of parking lots. Parking lots are not of the same scale as the City's project and do not require the skill level necessary for the resurfacing of the City's streets, which entails full width milling, grading, utility adjustments, asphalt application, and traffic control.

It is therefore determined that Royale Construction, Inc. and Stanley Concrete, LLC are not the most responsible contractors for the purposes of performing the required work for this FY 23 Street Resurfacing project.



Carissa Sullivan, Contract Specialist



Jose Aldayuz, Director of Public Works



Elissa D. Levan, City Attorney



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Architect/Engineering Open End Contract
Category 1-Water/Wastewater Treatment (Design)
RFP/Task Order #1-12 Water Filter System Upgrade
R-61-22

DATE: 11/03/2022

On October 31, 2018, the City entered into an Architect/Engineering Open End Agreement for Category 1-Water/Wastewater Treatment (Design) with KCI Technologies, Inc. (KCI) of Sparks, Maryland, Rummel, Klepper & Kahl, LLP (RK&K), of Baltimore, MD and George, Miles & Buhr, LLC (GMB) of Sparks, MD. Professional Services delivered through these Agreements are negotiated and procured on a Task Order basis as the City's needs arise.

On September 27, 2022, the Public Works Department advertised a Notice of Intent to Negotiate with KCI, RK&K and GMB for Task Order/RFP#1-12 Water Filter System Upgrade Project under the Architect/Engineering Open End Agreement. Proposals were received from KCI and RK&K. A Proposal was accepted from RK&K for this task and selected based on cost, capacity to perform in a timely manner and understanding of the project.

In accordance with City Charter Section 61(b)(4), a total fee of \$149,590 for the required services was negotiated. This will be funded through the FY23 Water Plant CIP Account. The Bidding Phase fee of \$8,842 will be funded through the FY24 Water Plant CIP Account, pending approval of FY24 Budget.

The Public Works Department recommends that Council authorize the issuance of a Purchase Order to RK&K for Task Order/RFP#1-12 pursuant to the Master Contract approved on October 31, 2018.

I concur with the recommendation of the Public Works Department and request your approval of Resolution R-61-22.

ATTACHMENTS: 1. 20221107 - Resolution R-61-22

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AUTHORIZING THE ISSUANCE OF A PURCHASE ORDER TO RUMMEL,
KLEPPER & KAHL, LLP FOR TASK ORDER/RFP#1-12 IN ACCORDANCE WITH
THE MASTER CONTRACT APPROVED ON OCTOBER 31, 2018

WHEREAS, on September 27, 2022, the Public Works Department advertised a Notice of Intent to Negotiate for RFP/Task Order# 1-12-Water Filter System Upgrade Project; and

WHEREAS, an RFP was issued to three (3) firms which have Open Ended Professional Services Agreements with the City for Water/Wastewater Treatment (Design). These firms include KCI Technologies, Inc. (KCI) of Sparks, Maryland, Rummel, Klepper & Kahl, LLP (RK&K), of Baltimore, MD and George, Miles & Buhr, LLC (GMB) of Sparks, MD; and

WHEREAS, for this Task, the City received Proposals from KCI and RK&K. The Proposal from RK&K was selected based on cost, capacity to perform in a timely manner and understanding of the project; and

WHEREAS, in accordance with City Charter Section 61(b)(4), a total fee of \$149,590 for the required services was negotiated. This will be funded through the FY23 Water Plant CIP Account. The Bidding Phase fee of \$8,842 will be funded through the FY24 Water Plant CIP Account, pending approval of the FY24 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland that the Council authorizes the issuance of a Purchase Order to RK&K for Task Order/RFP#1-12 pursuant to the Master Contract approved on October 31, 2018.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Meeting on November 7, 2022.

ATTEST:

THE CITY OF BOWIE, MARYLAND

 Awilda Hernandez
 City Clerk

 Timothy J. Adams
 Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Resolution R-62-22, No Net Loss Policy for Tree Canopy Coverage

DATE: 11/03/2022

Attached is a proposed "No Net Loss" policy for the City's Tree Canopy Coverage. The approved Climate Action Plan's Implementation Plan includes a specific action regarding expanding the City's urban tree canopy. The Implementation Plan's objective, under Action #4 Carbon Sequestration, states: 1. Establish a new/updated No Net Loss Policy, combining the 2013 Street Trees Policy with the new Development Review Guidelines by 2023. The attached Resolution identifies those previous actions taken by City Council and provides justification for an updated policy dealing with tree canopy coverage, Citywide.

Recommendation

It is recommended that City Council approve Resolution R-62-22.

ATTACHMENTS: 1. 20221107 - Resolution R-62-22

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ESTABLISHING A “NO NET LOSS” POLICY
FOR THE CITY’S TREE CANOPY COVERAGE

WHEREAS, in 2012, the City Council approved Resolution R-56-12 setting a Citywide Tree Canopy Coverage goal of 45% and, in 2013, approved Resolution R-70-13 establishing a no net loss policy for street trees, due to the continued loss of street trees, which were being replaced at less than a 1:1 basis; and

WHEREAS, in 2020, the City Council approved a Climate Action Plan that includes a specific City Government Action to expand the City’s urban tree canopy; and

WHEREAS, in 2021, in updating its Development Review Policies and Guidelines, the City Council adopted a specific policy regarding loss of tree canopy on development sites located within the City and supported a “no net loss” approach to Woodland Conservation reviews associated with development projects; and

WHEREAS, in 2022, the City Council approved the Climate Action Plan Implementation Plan 2022-2025 and Local Government Action #4, Carbon Sequestration, Expand Urban Tree Canopy, that established a specific objective to create a new Citywide No Net Loss Policy, combining the 2013 Street Trees Policy with the new Development Review Guidelines policy by 2023; and

WHEREAS, the City’s Department of Planning and Sustainability staff conducts regular analyses of tree canopy data and, in 2022, determined that the City’s tree canopy coverage has increased to 44.1%; and

WHEREAS, trees play a vital role in the infrastructure of our community, contributing to the scenic beauty, the landscape, and the overall quality of the natural as well as built environment. Trees support numerous ecosystems, including songbirds, small forest animals, wildflowers, and smaller understory trees, improve air quality by removing pollutants and particulates and releasing oxygen. Trees reduce the amount of stormwater runoff at a development site and save thousands of dollars that would have been spent on drainage ditches and other solutions. Trees also play an important role in deadening noise pollution, contributing to overall energy conservation efforts and enhancing property values throughout our community; and

WHEREAS, the City’s trees improve public health, decrease home and office energy usage, provide recreation, buffer wind and noise, provide shade and increase community desirability by both increasing property values and providing a sense of place that residents find appealing; and

WHEREAS, there is a close correlation between the actions and policies taken within the City limits and the quality of local watersheds, the Patuxent River and ultimately the Chesapeake Bay and many organizations that are active proponents of the Chesapeake Bay establish multiple strategies to effect change within their watersheds, including advocating reducing stormwater runoff by increasing urban tree canopy, as trees not only serve to slow and impound stormwater, but because they are “consumers” of nutrients that would otherwise end up in the waterways; and

WHEREAS, because the City’s tree canopy will continue to experience many challenges, such as decline and lack of diversity in the Levitt sections, the impacts of disease and infestation and future tree trimming by utility companies, it is prudent for the City to set a policy to protect the current Citywide tree canopy and encourage its expansion and enhancement into the future.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the City Council hereby establishes a Citywide “No Net Loss” policy regarding the City’s tree canopy coverage and directs City departments to take all necessary measures to maintain the current coverage total.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on November 7, 2022.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Education Committee FY23 Grants
Resolution R-63-22

DATE: 11/03/2022

The FY23 budget appropriated \$15,000 for Education grants programs which is designed to enhance academic enrichment at Bowie schools. Just like last year, COVID required that proposed grants follow all state and local COVID-19 mandates and can be implemented virtually if necessary.

The following summarizes the process followed and the FY23 awards:

Education Committee Grants

The Education Grant program was advertised on the City website and the Bowie Spotlight. The announcement was also shared with principals, teachers, and PTA presidents at eligible Bowie schools as well as various organizations that serve Bowie students. Fifteen (15) applications were received by the deadline. The Committee selected ten (10) grant recipients.

The 2022-23 Education Committee Grant recipients are:

Grantee	Grant Title	Amount
Whitehall ES	Mathematicians At Work #iknowit	\$352.50
Tasker MS	BTMS Orchestra	\$996.42
Ogle MS	Beautification Project	\$1,000.00
Tasker MS	Patriots Bio/Math/Chem STEM Club	\$1,000.00
Whitehall ES	Coding Our Worlds Together	\$1,000.00
Yorktown ES	Book Swap	\$750.00
Yorktown ES	STEM Hands On Workshops	\$1,000.00
Yorktown ES	Mobile Science Lab	\$1,000.00
Bowie HS	Literary Magazine	\$810.00
C.Elizabeth Rieg	Sensory Room Project	\$994.95
	Grantee	\$8,903.87

ATTACHMENTS: 1. 20221107 - Resolution R-63-22

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
APPROVING THE AWARD OF THE CITY'S
EDUCATION COMMITTEE FY23 GRANTS

WHEREAS, the City Council of the City of Bowie has established the Education Committee and has provided funding for grants to teachers, parent groups or organizations who wish to implement programs that will help enrich the learning experience for students attending eligible community schools; and

WHEREAS, the grants are awarded in areas of science, technology, language arts, reading, math and arts; and

WHEREAS, this year, \$15,000 is available to be awarded to successful applicants through a competitive selection process; and

WHEREAS, the Education Committee has reviewed grant applications for compliance with the City's requirements; and

WHEREAS, the Education Committee determined that certain grant applicants have met the requirements of the grant program and recommends that Council award certain grants to said applicants; and

WHEREAS, the City Council accepts the recommendations of the Education Committee as reasonable and well-considered.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council awards the following grants:

Applicant	Grant Title	Amount
Whitehall ES	Mathematicians At Work #iknowit	\$352.50
Tasker MS	BTMS Orchestra	\$996.42
Ogle MS	Beautification Project	\$1,000.00
Tasker MS	Patriots Bio/Math/Chem STEM Club	\$1,000.00
Whitehall ES	Coding Our Worlds Together	\$1,000.00
Yorktown ES	Book Swap	\$750.00
Yorktown ES	STEM Hands On Workshops	\$1,000.00
Yorktown ES	Mobile Science Lab	\$1,000.00
Bowie HS	Literary Magazine	\$810.00
C. Elizabeth Rieg	Sensory Room Project	\$994.95
	Grantee	\$8,903.87

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on November 7, 2022.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Community Outreach Committee FY23 Grants
Resolution R-64-22

DATE: 11/03/2022

The FY23 budget appropriated \$12,500 for the Community Outreach Grants Program which is designed to assist community groups in areas of social, youth, senior citizens, and mental health services. Just like last year, COVID required that proposed grants follow all state and local COVID-19 mandates and have the ability to be implemented virtually if necessary.

The following summarizes the process followed and the FY23 awards:

Community Outreach Committee Grants

The Community Outreach Committee (COC) grant program was advertised on the City website, the Bowie Spotlight and social media. The announcement was also shared with more than 100 people, which included previous grant applicants and several local nonprofit and community-based organizations. Twelve (12) applications were received; the COC selected three (3) grant recipients from the applications.

The 2022-23 Community Outreach Grant recipients are:

Grantee	Grant Title	Amount
SciTech 2U	SciTech2U STEM Afterschool Program	\$ 2,390.30
Communities enBloom	Healing and Health Programs for Mothers, Fathers and Children	\$ 4,400.00
Gabriel Network	Housing for Homeless Mothers and Babies	\$ 1,000.00
	Total	\$ 7,790.30

ATTACHMENTS: 1. 20221107 - Resolution R-64-22

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
APPROVING THE AWARD OF THE CITY'S
COMMUNITY OUTREACH COMMITTEE FY23 GRANTS

WHEREAS, the City Council of the City of Bowie has established the Community Outreach Committee and has provided funding for grants to individuals or organizations who wish to implement programs that will help meet the needs of City of Bowie residents; and

WHEREAS, the grants are awarded in areas of social services, senior citizens, mental health, and social justice components; and

WHEREAS, this year, \$12,500 is available to be awarded to successful applicants through a competitive selection process; and

WHEREAS, the Community Outreach Committee has reviewed the grant applications for compliance with the City's requirements; and

WHEREAS, the Community Outreach Committee determined that certain grant applicants have met the requirements of the grant program and recommends that Council award certain grants to said applicants; and

WHEREAS, the City Council accepts the recommendations of the Community Outreach Committee as reasonable and well-considered.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council awards the following grants:

Applicant	Grant Title	Amount
SciTech 2U	SciTech2U STEM Afterschool Program	\$ 2,390.30
Communities enBloom	Healing and Health Programs for Mothers, Fathers and Children	\$ 4,400.00
Gabriel Network	Housing for Homeless Mothers and Babies	\$ 1,000.00
	Total	\$ 7,790.30

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on November 7, 2022.

ATTEST:

THE CITY OF BOWIE, MARYLAND

 Awilda Hernandez, MMC
 City Clerk

 Timothy J. Adams
 Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Architect/Engineering Open End Contract Category 7-Architectural Design RFP/Task Order #7-13
Resolution R-65-22

DATE: 11/03/2022

On January 7, 2019, the City entered into an Architect/Engineering Open End Agreement with Gant Brunnett Architects, Inc. (GBA), Frederick Ward Associates (FWA), Wheeler Goodman Masek & Associates, Inc. (WGMA), Buchart-Horn, Inc. (BH), and Bignell Watkins Hasser Architects, PC (BWhA) for Category 7-Architectural Design. Professional Services delivered through this Agreement are negotiated and procured on a Task Order basis as the City's needs arise.

On October 12, 2022, the Department of Community Services advertised a Notice of Intent to Negotiate for Task Order/RFP#7-13– Architectural/Engineering design and construction management/inspection for renovation & lighting of the bowie golf course driving range and renovation of hole #9 under the Architect/Engineering Open End Agreement. Proposals were accepted from firms BWhA and GBA which have Open End Professional Services Agreements with the City for Architectural Design. For this task, the proposal from GBA was selected based on cost, capacity to perform in a timely manner and understanding of the project.

In accordance with City Charter Section 61(b)(4), a fee of \$186,936.87 for the required services was negotiated. This is within the amount budgeted in the FY23 Bowie Golf Course Capital Outlay Account.

The Department of Community Services recommends that Council authorize the issuance of a Purchase Order to GBA for Task Order/RFP#7-13 pursuant to the Master Contract approved on January 7, 2019.

I concur with the recommendation of the Department of Community Services and request your approval of Resolution R-65-22.

ATTACHMENTS: 1. 20221107 - Resolution R-65-22

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AUTHORIZING THE ISSUANCE OF A PURCHASE ORDER TO GANT
BRUNETT ARCHITECTS, INC. FOR TASK ORDER/RFP#7-13 IN ACCORDANCE
WITH THE MASTER CONTRACT APPROVED ON JANUARY 7, 2019

WHEREAS, on January 7, 2019, the City entered into an Architect/Engineering Open End Agreement with Gant Brunnett Architects, Inc. (GBA), Frederick Ward Associates (FWA), Wheeler Goodman Masek & Associates, Inc. (WGMA), Buchart-Horn, Inc. (BH), and Bignell Watkins Hasser Architects, PC (BWhA) for Category 7-Architectural Design; and

WHEREAS, on October 12, 2022, the Department of Community Services advertised a Notice of Intent to Negotiate for Task Order/RFP#7-13—Architectural/Engineering design and construction management/inspection for renovation & lighting of the Bowie Golf Course driving range and renovation of hole #9 under the Architect/Engineering Open End Agreement; and

WHEREAS, the \$100,000 cap was waived for this Task Order; and

WHEREAS, proposals were accepted from the two (2) firms BWhA and GBA which have Open End Professional Services Agreements with the City for Architectural Design; and

WHEREAS, for this task, the proposal from GBA was selected based on cost, capacity to perform in a timely manner and understanding of the project; and

WHEREAS, in accordance with City Charter Section 61(b)(4), a fee of \$186,936.87 for the required services was negotiated. This is within the amount budgeted in the FY23 Golf Course Capital Outlay Account.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council authorizes the issuance of a Purchase Order to GBA for Task Order/RFP#7-13 in accordance with the Master Contract approved on January 7, 2019.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on November 7, 2022.

ATTEST:

THE CITY OF BOWIE, MARYLAND

 Awilda Hernandez
 City Clerk

 Timothy J. Adams
 Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Ordinance Amending Chapter 2, Ethics
Ordinance O-6-22

DATE: 11/03/2022

House Bill 363 and House Bill 1058 were enacted during the 2021 General Assembly session, which made multiple modifications to the State Ethics Law, which change the requirements for local government ethics laws. Those changes include new conflict of interest provisions and additional disclosures for State elected officials that local governments must incorporate into their ethics ordinances for their elected officials. The State Ethics Commission updated its local government regulations in COMAR 19A.04 to reflect the required changes. The City's Ethics Commission reviewed the required changes at their October 12, 2022 meeting and unanimously voted to recommend the changes included in this Ordinance which must be included in a law to be compliant with State law.

ATTACHMENTS:

1. 8.26.22 Letter Regarding Changes to Ethics Law
2. 20221107 - Ordinance O-6-22



COMMISSION MEMBERS:

JANET E. McHUGH, *Chair*
BONNIE A KIRKLAND
JAMES N. ROBey, JR.
CRAIG D. ROSWELL
GENEAU M. THAMES

STATE ETHICS COMMISSION

**45 CALVERT STREET, 3rd FLOOR
ANNAPOLIS, MARYLAND 21401
410-260-7770 / 1-877-669-6085
FAX: 410-260-7746**

JENNIFER K. ALLGAIR
Executive Director
WILLIAM J. COLQUHOUN
General Counsel
KATHERINE P. THOMPSON
Staff Counsel
ANA L. HENRY
Assistant General Counsel

August 26, 2022

Re: Required Amendments to Local Ethics Laws

Dear Municipal Official:

I am writing to notify your municipality that the requirements under the State Ethics Law are changing. House Bill 363 and House Bill 1058 were enacted during the 2021 General Assembly session, which made multiple modifications to the State Ethics Law, which will change the requirements for local government ethics laws. Those changes include new conflict of interest provisions and additional disclosures for State elected officials that local governments must incorporate into their ethics ordinances for their elected officials. The State Ethics Commission updated its local government regulations in COMAR 19A.04 to reflect the required changes. I have included an attachment describing the changes that need to be included in the new drafts of the ethics law, highlighting the additional provisions that must be included in a law to be compliant with State law. In addition, I have also included our new model laws with the changes highlighted.

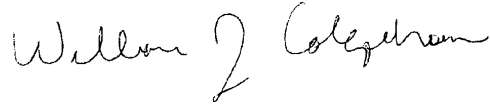
As you are aware, counties and municipalities are required to adopt local ethics laws or ordinances that must include conflict of interest and financial disclosure provisions for local elected officials that are at least equivalent to the State's provisions; financial disclosure provisions for candidates for local elected office that are at least equivalent to State provisions; conflict of interest and financial disclosure provisions for local employees and appointed officials that are similar to State provisions; and local lobbying provisions that are substantially similar to State provisions. (SB315 – Chapter 277 of the Acts of 2010 and Subtitle 8 of Maryland Public Ethics Law).

Commission staff is available to provide guidance and assistance to your municipality as you work through updating your law to incorporate the new changes. Please do not hesitate to contact us should you have any questions regarding the new local government ethics law requirements. As a reminder, any and all future changes to the ethics ordinance must be submitted to the Commission for review and approval in compliance with Subtitle 8 of the Maryland Public Ethics Law and COMAR 19A.04.

Please also note that there were changes that were required as a result of legislation passed in the 2017 General Assembly Session (House Bill 879). If your municipality has not updated your ordinance to reflect those required modifications, please let me know and I will send you information regarding those changes.

Finally, Section §5-807(c) of the Public Ethics Law requires each local jurisdiction to file the Local Government Ethics Law Annual Certification by October 1 of each year. The certification form is attached to this email and may be returned electronically or by regular mail. Please contact our office if you have any questions regarding this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "William J. Colquhoun". The signature is written in a cursive, flowing style.

William J. Colquhoun
General Counsel

enc.

ORDINANCE
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AMENDING THE CODE OF THE CITY OF BOWIE, MARYLAND,
CHAPTER 2, “ADMINISTRATION,” ARTICLE V “PUBLIC ETHICS,”
TO INCORPORATE CHANGES REQUIRED BY STATE LAW TO
LOCAL ETHICS ORDINANCES REGARDING CONFLICTS OF
INTEREST (CITY CODE, SEC. 2-70) AND FINANCIAL
DISCLOSURES (CITY CODE, SEC. 2-68 AND SEC. 2-71)

WHEREAS, pursuant to Md. Code Ann., Local Gov’t. Article, § 5-202 the Council of the City of Bowie has the authority to pass such ordinances as it deems necessary to assure the good government of the City; protect and preserve the City’s rights, property, and privileges; and preserve peace and good order; and

WHEREAS, Md. Code Ann., Gen. Provisions. Art., Title 5, the Maryland Public Ethics Law, provides in § 5-807 that, each municipal corporation in the State shall enact provisions to govern the public ethics of local officials relating to conflicts of interest, financial disclosure, and lobbying; and

WHEREAS, pursuant to this authority, the Council of the City of Bowier enacted Chapter 2, Article V “Public Ethics” of the Code of the City of Bowie, Maryland; and

WHEREAS, the Maryland General Assembly passed legislation during its 2021 session that made various modifications to the State Ethics Law that require changes to local government ethics laws regarding conflicts of interest and financial disclosures for State elected officials that local governments must incorporate into their ethics ordinances; and

WHEREAS, the Council of the City of Bowie desires to make the required amendments to the City’s Public Ethics Ordinance to incorporate revisions to State law.

Section 1. NOW THEREFORE BE IT ORDAINED AND ENACTED by the Council of the City of Bowie, that the Code of the City of Bowie, Chapter 2, Article V “Public Ethics,” § 2-68 “Definitions,” shall be and hereby is amended to read as follows:

§ 2-68. Definitions.

UNDERLINED SMALL CAPS: Indicate language added to the existing law.

*** Asterisks: Indicate language contained in the existing law that remains unchanged and is not reproduced in the ordinance.

~~Strikethrough~~: Indicates language deleted from the existing law.

The words used in this Article shall have their normal accepted meanings except as set forth below:

* * *

P. “QUASI-GOVERNMENTAL ENTITY” MEANS AN ENTITY THAT IS CREATED BY STATE STATUTE, THAT PERFORMS A PUBLIC FUNCTION, AND THAT IS SUPPORTED IN WHOLE OR IN PART BY THE STATE BUT IS MANAGED PRIVATELY.

Section 2. **BE IT FURTHER ORDAINED AND ENACTED** by the Council of the City of Bowie, that the Code of the City of Bowie, Chapter 2, Article V “Public Ethics,” § 2-70 “Prohibited conduct and interests,” shall be and hereby is amended as follows:

§ 2-70. Prohibited conduct and interests.

* * *

F. Solicitation or acceptance of gifts.

* * *

3. No official or employee may knowingly accept any gift, directly or indirectly, from any person that ~~he~~ THE OFFICIAL OR EMPLOYEE knows or has reason to know:

- a. Is doing business with or is seeking to do business with the City;
- b. Has financial interests that may be substantially and materially affected, in a manner distinguishable from the public generally, by the performance or nonperformance of ~~his~~ THE official duties OF THE OFFICIAL OR EMPLOYEE;
- c. Is engaged in an activity regulated or controlled by the City; ~~or~~
- d. Is a lobbyist with respect to matters within the jurisdiction of the official or employee; OR

E. IS AN ASSOCIATION OR ANY ENTITY ACTING ON BEHALF OF AN ASSOCIATION THAT IS ENGAGED ONLY IN REPRESENTING COUNTIES OR MUNICIPAL CORPORATIONS.

* * *

UNDERLINED SMALL CAPS: Indicate language added to the existing law.

*** Asterisks: Indicate language contained in the existing law that remains unchanged and is not reproduced in the ordinance.

~~Strikethrough:~~ Indicates language deleted from the existing law.

G. Disclosure of confidential information. Other than in the discharge of his official duties, an official or employee OR FORMER OFFICIAL OR EMPLOYEE may not disclose or use for his own economic benefit or that of another confidential information ~~which he~~ THAT THE OFFICIAL OR EMPLOYEE has acquired by reason of his THE OFFICIAL'S OR EMPLOYEE'S public position OR FORMER PUBLIC POSITION and ~~which~~ THAT is not available to the public.

* * *

I. AN OFFICIAL OR EMPLOYEE MAY NOT RETALIATE AGAINST AN INDIVIDUAL FOR REPORTING OR PARTICIPATING IN AN INVESTIGATION OF A POTENTIAL VIOLATION OF THE LOCAL ETHICS LAW OR ORDINANCE.

Section 3. **BE IT FURTHER ORDAINED AND ENACTED** by the Council of the City of Bowie, that the Code of the City of Bowie, Chapter 2, Article V “Public Ethics,” § 2-71 “Financial Disclosure - Elected Officials and Candidates to be Elected Officials,” shall be and hereby is amended as follows:

§ 2-71. Financial Disclosure - Elected Officials and Candidates to be Elected Officials.

* * *

D. Candidates to be Elected Officials.

* * *

5. Within thirty (30) days of the receipt of a statement required by this section, the City Clerk or Board of Election Supervisors shall forward it to the Commission for the Commission to review in accordance with Section ~~H~~ I below.

E. Public Record. All Financial Disclosure Statements filed pursuant to this section shall be maintained by the City Clerk and shall be made available during normal office hours for examination and copying by the public, subject, however, to such reasonable fees and administrative procedures as the City Council may establish from time to time. The forms shall be retained for four (4) years from the date of receipt. Any person examining or copying these statements shall be required to record his OR HER name, home address, and the name of the person whose disclosure statement was examined or copied. This record shall be forwarded upon request to the person whose disclosure statement is so examined or copied. Notwithstanding the foregoing, the City Clerk may not make available for examination and

UNDERLINED SMALL CAPS: Indicate language added to the existing law.

*** Asterisks: Indicate language contained in the existing law that remains unchanged and is not reproduced in the ordinance.

~~Strikethrough:~~ Indicates language deleted from the existing law.

copying by the public any portion of a Financial Disclosure Statement that includes an individual's home address that the individual has identified as the individual's home address. ADDITIONALLY, NEITHER THE COMMISSION NOR THE CITY CLERK SHALL PROVIDE PUBLIC ACCESS TO INFORMATION RELATED TO CONSIDERATION RECEIVED FROM:

1. THE UNIVERSITY OF MARYLAND MEDICAL SYSTEM;
2. A GOVERNMENTAL ENTITY OF THE STATE OR A LOCAL GOVERNMENT IN THE STATE; OR
3. A QUASI-GOVERNMENTAL ENTITY OF THE STATE OR A LOCAL GOVERNMENT IN THE STATE.

F. Contents of statement. All Financial Disclosure Statements filed pursuant to this section shall be on a form developed by the Commission with the assistance of the City Attorney, and shall disclose the following interests, if known:

* * *

4. Gifts. A statement filed under this section shall include a schedule of each gift exceeding \$20 in value, or a series of gifts totaling One Hundred Dollars (\$100) or more received during the reporting period, from, or on behalf of, directly or indirectly, any one person who does business with the City OR FROM AN ASSOCIATION, OR ANY ENTITY ACTING ON BEHALF OF AN ASSOCIATION THAT IS ENGAGED ONLY IN REPRESENTING COUNTIES OR MUNICIPAL CORPORATIONS. This schedule, as to each gift, shall include a description of the nature and value of the gift; and the identity of the person from whom, or on behalf of whom, directly or indirectly, the gift was received.

* * *

9. RELATIONSHIP WITH UNIVERSITY OF MARYLAND MEDICAL SYSTEM, STATE OR LOCAL GOVERNMENT, OR QUASI-GOVERNMENTAL ENTITY.

A. AN INDIVIDUAL SHALL DISCLOSE THE INFORMATION SPECIFIED IN GENERAL PROVISIONS ARTICLE §5-607(j)(1), ANNOTATED CODE OF MARYLAND, FOR ANY FINANCIAL OR CONTRACTUAL RELATIONSHIP WITH:

1. THE UNIVERSITY OF MARYLAND MEDICAL SYSTEM;
2. A GOVERNMENTAL ENTITY OF THE STATE OR LOCAL GOVERNMENT IN THE STATE; OR

UNDERLINED SMALL CAPS: Indicate language added to the existing law.

*** Asterisks: Indicate language contained in the existing law that remains unchanged and is not reproduced in the ordinance.

~~Strikethrough:~~ Indicates language deleted from the existing law.

3. A QUASI-GOVERNMENTAL ENTITY OF THE STATE OR LOCAL GOVERNMENT IN THE STATE.

B. FOR EACH FINANCIAL OR CONTRACTUAL RELATIONSHIP REPORTED, THE SCHEDULE SHALL INCLUDE:

1. A DESCRIPTION OF THE RELATIONSHIP;
2. THE SUBJECT MATTER OF THE RELATIONSHIP; AND
3. THE CONSIDERATION.

(10) Additional information. A statement filed under this section may also include such additional interests or information as the person making the statement wishes to disclose.

G. Interests Attributable to Person Making Statement. For the purposes of subsections F1, 2 and 3, the following interests shall be considered to be the interests of the person making the statement:

1. Any interest held by a member of the immediate family of the person making the statement, if such interest was, at any time during the reporting period, directly or indirectly controlled by the person making the statement.

2. ~~Any~~AN interest held, ~~by a business entity in which the individual held a thirty (30) percent (30%) or greater interest~~ at any time during the APPLICABLE reporting period, BY:

A. A BUSINESS ENTITY IN WHICH THE INDIVIDUAL HELD A 10% OR GREATER INTEREST;

B. A BUSINESS ENTITY DESCRIBED IN SECTION A OF THIS SUBSECTION IN WHICH THE BUSINESS ENTITY HELD A 25% OR GREATER INTEREST;

C. A BUSINESS ENTITY DESCRIBED IN SECTION B OF THIS SUBSECTION IN WHICH THE BUSINESS ENTITY HELD A 50% OR GREATER INTEREST; AND

D. A BUSINESS ENTITY IN WHICH THE INDIVIDUAL DIRECTLY OR INDIRECTLY, THROUGH AN INTEREST IN ONE OR A COMBINATION OF OTHER BUSINESS ENTITIES HOLDS, A 10% OR GREATER INTEREST.

*

*

*

UNDERLINED SMALL CAPS: Indicate language added to the existing law.

*** Asterisks: Indicate language contained in the existing law that remains unchanged and is not reproduced in the ordinance.

~~Strikethrough:~~ Indicates language deleted from the existing law.

H. REQUIRED INFORMATION REGARDING AN IDENTIFIED BUSINESS. AN INDIVIDUAL WHO IS REQUIRED TO DISCLOSE THE NAME OF A BUSINESS UNDER THIS SECTION SHALL DISCLOSE ANY OTHER NAMES THAT THE BUSINESS IS TRADING AS OR DOING BUSINESS AS.

I. Review of statements.

*

*

*

IJ. The Commission may, after consulting with counsel, grant exemptions to or modifications of this section as to elected City officials or candidates to be elected City officials, where it finds that the application of the section would constitute an unreasonable invasion of privacy and would significantly reduce the availability of qualified persons for public service and it also finds that the exemption or modification would not be contrary to the purposes of this Article.

Section 4. **BE IT FURTHER ORDAINED BY THE COUNCIL OF THE CITY OF BOWIE** that, the City Clerk is directed to promptly transmit a copy of this Ordinance following its adoption to the Maryland State Ethics Commission to request its approval of the contents hereof.

Section 5. **BE IT FURTHER ORDAINED BY THE COUNCIL OF THE CITY OF BOWIE** that, this Ordinance shall become effective upon the later of its approval by the State Ethics Commission or thirty (30) days after its enactment by the Council of the City of Bowie, Maryland provided that a fair summary of this Ordinance is published at least once prior to the date of passage and at least once within ten (10) days after the date of passage in a newspaper having general circulation in the City.

INTRODUCED by the Council of the City of Bowie, Maryland at a regular meeting on the ____ day of _____, 2022.

PASSED by the Council of the City of Bowie, Maryland at a regular meeting on the ____ day of _____, 2022.

UNDERLINED SMALL CAPS: Indicate language added to the existing law.

*** Asterisks: Indicate language contained in the existing law that remains unchanged and is not reproduced in the ordinance.

~~Strikethrough:~~ Indicates language deleted from the existing law.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, City Clerk

By: _____
Timothy J. Adams, Mayor

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

Elissa D. Levan, City Attorney

UNDERLINED SMALL CAPS: Indicate language added to the existing law.

*** Asterisks: Indicate language contained in the existing law that remains unchanged and is not reproduced in the ordinance.

~~Strikethrough:~~ Indicates language deleted from the existing law.



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Conditional Approval of Category 2 Designation and Water Service Connection at
13314 Forest Drive
Resolution R-54-22

DATE: 11/03/2022

On behalf of the property owner, Capitol Development Design Inc. applied for a water service connection to the City's water system on August 4, 2022, for a proposed new property at 13314 Forest Drive, Bowie. This property is located within the City.

The City Department of Public Works has reviewed the application and recommends conditional approval of a Category 2 designation (area requiring offsite improvement in order to be adequately served) and water service connection for this property pending successful completion of all conditions set forth in design and construction. A copy of the Public Works engineering report is attached. Upon approval of a Category 2 designation, the City will reserve the required water capacity for a period of two years. During that time, the applicant will be responsible for all costs associated with design, permitting, construction, and inspection of the proposed City water connection.

The City Department of Planning and Community Development has verified that the proposed water category designation is consistent with the County Water/Sewer Plan.

I concur with the above recommendation and request your approval of Resolution R-54-22.

ATTACHMENTS:

1. 20221017 - 13314 Forest Drive Water Connection Engineering Report
2. 20221017 - Resolution R-54-22

MEMORANDUM

Date: 9/21/22

From: DPW

To: City Manager

Thru: DPCD

Subj: Application for Water Category 2 Designation and Water Service Connection – 13314 Forest Drive, Bowie

I concur with the enclosed report recommending conditional approval of Category 2 designation (area requiring an off-site improvement to be adequately served) and water service connection for the subject property pending successful completion of all conditions set forth in design and construction.

The applicant is aware that he will own responsibility for the design, permitting, construction and inspection of the required extension. The applicant will also be responsible for any costs for the construction and future maintenance for required improvements on that property.

City code requires:

- (1) Engineering review with recommendations. This memo meets that requirements.
- (2) Review by Planning Director to ensure consistency with City and County plans.
- (3) City Managers recommendation to Council for approval.
- (4) Hearing by Council (with minimum 10 days posted notice)

The Category 2 approval will reserved the required capacity for two years. That can be extended with resolution. Please note the demand related to this property is insignificant relative to the systems available capacity.

A draft memo to Council and a draft Council Resolution area enclosed.

Encl:

- (1) Engineering Report of 9/19/22, Assistant Director, Public Works
- (2) Draft Memo to Council
- (3) Draft Council Resolution

INTERNAL MEMORANDUM

TO: Jose Aldayuz, Director of Public Works

FROM: Hong Yin, Assistant Director of Public Works

DATE: 9/19/22

SUBJECT: Conditional Approval on the Water Category 2 Designation and water service connection application for the Property at 13314 Forest Drive, Bowie, MD 20715

This memorandum summarizes current review status on the application of the new water service connection for the property at 13314 Forest Drive, Bowie, MD 20715. It is recommended that the City issues conditional approval on a Water Category 2 designation and water service connection for this property.

The proposed property at 13314 Forest Drive, Bowie, is a new single family residential property to be constructed. Water service connection is requested to the City on 8/4/2022. Sewer service will be provided by onsite septic systems. The City Department of Public Works has performed administrative review on the water service connection application and recommends the City to issue a conditional approval on the Water Category 2 Designation and water service connection application for this property. The application package includes the following documents (See Appendix).

- a. Application Form
- b. Architectural Rendering
- c. Conceptual SWM Plan
- d. Deed
- e. Subdivision Record Plat
- f. Engineering Plans Showing Alignment of Proposed Facilities and Points of Connection to Existing Water System which has been found acceptable by the City Department of Public Works.

Following administrative review, these determinations have been made:

1. An estimated charge of \$5.79/day will be incurred on the property subsequent to its connection.
2. An additional load of 1,000 gallons/day is requested by the application.
3. The total load the system would service remains the same if application were approved.
4. Insignificant amount of system capacity will be utilized if the application were approved.
5. The effect of approving this connection is negligible in terms of possible future overloads of the system.
6. The proposed alignment for service connections is the most effective means of preserving trees, and other environmentally sensitive or historically significant land characteristics.
7. The proposed connection does not require an extension to the existing City water system.
8. The total load which the System would service leaves sufficient remaining capacity to accommodate public safety emergencies if the application were approved.

This applicant is also aware that he is required to meet the following conditions for final approval of the water service connection.

1. Pay all the cost associated with the needed water service connection of the system to his property, including technical review, inspection, construction, and bonds).
2. Submit final water service connection plan for the City's approval.
3. Complete the construction according to the plans and specifications acceptable to the City, subject to inspection during construction by the City and approval of construction when completed in conformity with said specifications or other applicable laws.

Appendices:

Appendix 1: Water Service Connection Application Package

APPLICATION
TO BE SUBMITTED IN
DUPLICATE

TO BE FILLED IN BY CITY
ADMINISTRATION

NO. _____

DATE: 8/4/2022

CITY OF BOWIE, MARYLAND

APPLICATION FOR CONNECTION AND/OR THE
EXTENSION OF BOWIE WATER AND SEWER SYSTEM

To: Bowie City Council
Bowie, Maryland

Application is hereby made by CARLOS ROBINSON & JANEEN ROBINSON
(Developer-Applicant)

of 2804 WELLINGBOROUGH CT. UPPER MARLBORO, MD 20774 for the property at
(mailing address and phone number)
13314 FOREST DR., BOWIE 20715
(Describe location)

Please provide the following information pertaining to this application. If additional space is required, please attach separate pages. If an item is not applicable to your particular application, please so state.

1. The estimated gallonage of sewage discharge per day. 1,000 Gallons
2. The estimated gallonage of water consumed per day. 1,000 Gallons
3. The statement of the quantities and characteristics of expected wastes.

FOOD & HUMAN WASTE

4. An accurate description of the location and size including an approved subdivision record plat of the property to be served.
(Please Attach)

5. Project name and description of project including:

a. If residential property

- i. Acreage 2.1191 Ac.
- ii. Types of units proposed Single Family Residential
- iii. Number of each type of unit 1

- iv. Minimum floor area for each type of unit 4,334 SQ.FT.
- v. Minimum sale/ rent value per unit \$650,000.00
- vi. Tree conservation plan in accordance with the County Woodland Conservation/ Tree preservation law or other applicable City ordinances. *(Please Attach)*.

b. If commercial, office, or industrial property: N/A

- i. Acreage _____
- ii. Type of buildings proposed _____
- iii. Number of each type of building _____
- iv. Number of floors in each building _____
- v. Total floor area _____
- vi. Minimum sale/rent value per square foot _____
- vii. Tree Conservation Plan in accordance with the County Woodland Conservation/Tree Preservation Law or other applicable City ordinances. *(Please Attach)*.
- viii. Specific proposed uses _____

6. Current and/or proposed zoning of the property to be served. R-E

7. An 8-1/2"x11" copy of the tax map on which the property appears with the property lines clearly delineated. *(Please Attach)*.

8. Architectural renderings. *(Please Attach)*.

9. Identification of the builders TIMBERLAKE BUILDERS

10. A designation of the water and sewer category requested in the application. _____

Category 1

- a. **Water and sewer category 1:** No request for category 1 designation shall be considered or approved unless the property proposed for service is located within the corporate limits of

the City and applicant has submitted the following items or information with the application.

- In process.*
Refer to Deed for B&D.
- N/A.*
- In process*
- Yes..*
- N/A*
- N/A*
- (Septic + WHC provided on site plan)*
- N/A.*
- i. Approved Preliminary Subdivision Plan or Comprehensive Design Plan (*Please Attach*).
 - ii. Approved Conceptual Site Plan (*Where Preliminary Subdivision Plans are not mandatory*).
 - iii. Approved Stormwater Management Concept Plan for the project. (*Please Attach*).
 - iv. Architectural renderings.
 - v. Detailed Staging Plan for implementation of the project. (*Please Attach*).
 - vi. Approved Detailed Design Plans for the provision of water and/or sewer to the site and evidence of full funding and bonding of approved on site and off site facilities consistent with the provisions of Chapter 22, Section 22-30 of the code of the City of Bowie. (*Please Attach*).
 - vii. Water and Sewer category 2 conditional approval.

b. Water and Sewer Category 2: No request for category 2 designation shall be considered or approved unless the applicant has submitted the following items or information with the application.

- i. Verification that the applicant has filed a Preliminary Subdivision Plan or Comprehensive Design Plan which has been accepted by the M-NCCPC. (*Please Attach*).
- ii. Verification that the applicant has filed a Conceptual Site Plan (where Preliminary Subdivision Plans are not mandatory) which has been accepted by the M-NCCPC. (*Please Attach*).

iii. A description of the proposed Staging Plan for the development.

11. Engineering plans showing alignment of proposed facilities and points of connection to existing water and/or sewer system. *(Please Attach)*.

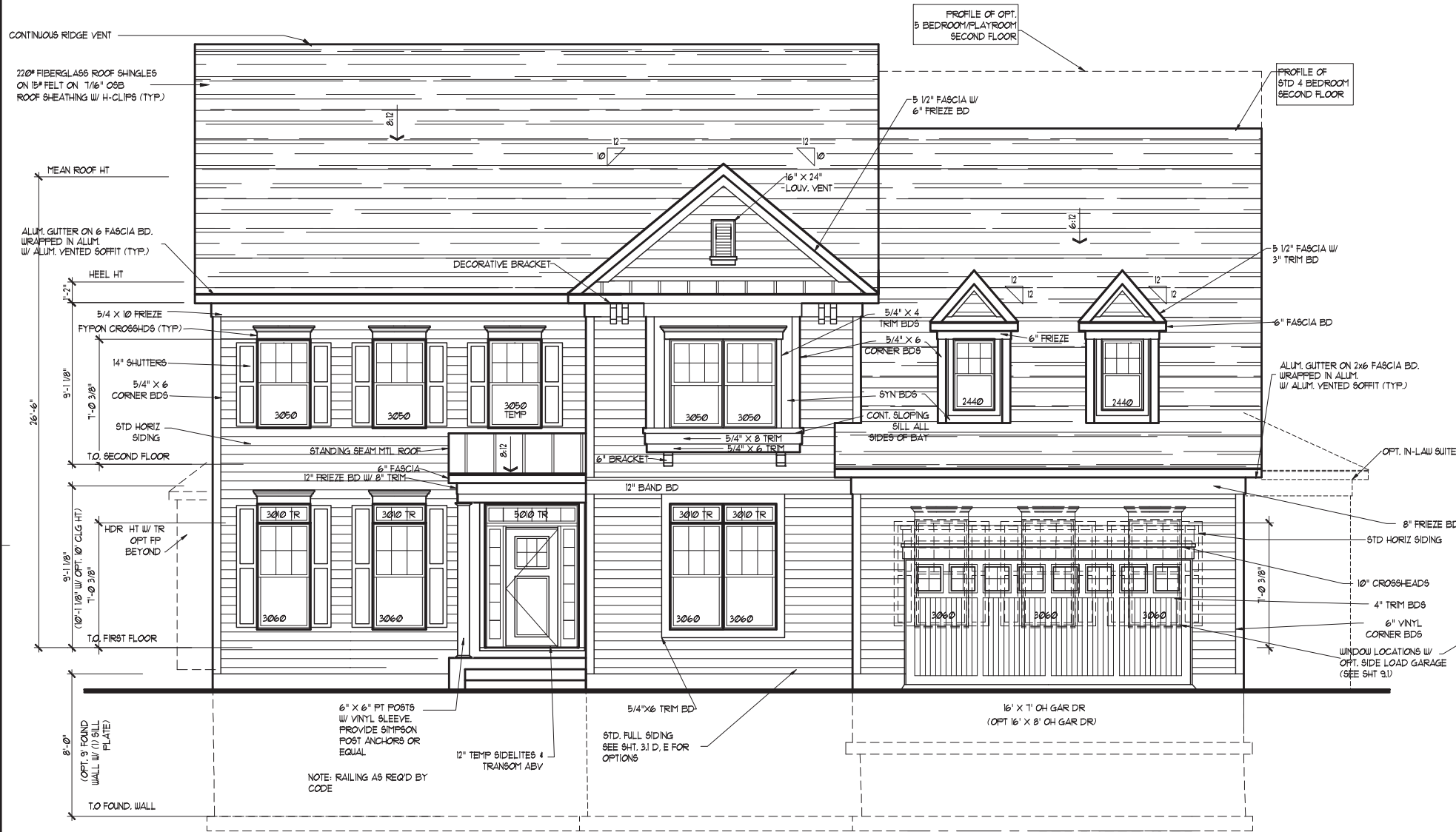
The applicant shall furnish such additional information as may be required in writing by the City Manager or City's engineer.

The applicant hereby certifies that he/she has read and understands the attached Section of the Bowie City Code, regulating extension of the Bowie Water and Sewer Systems, and agrees to abide by it should his/her application receive final approval from the City Council.

(Signature)

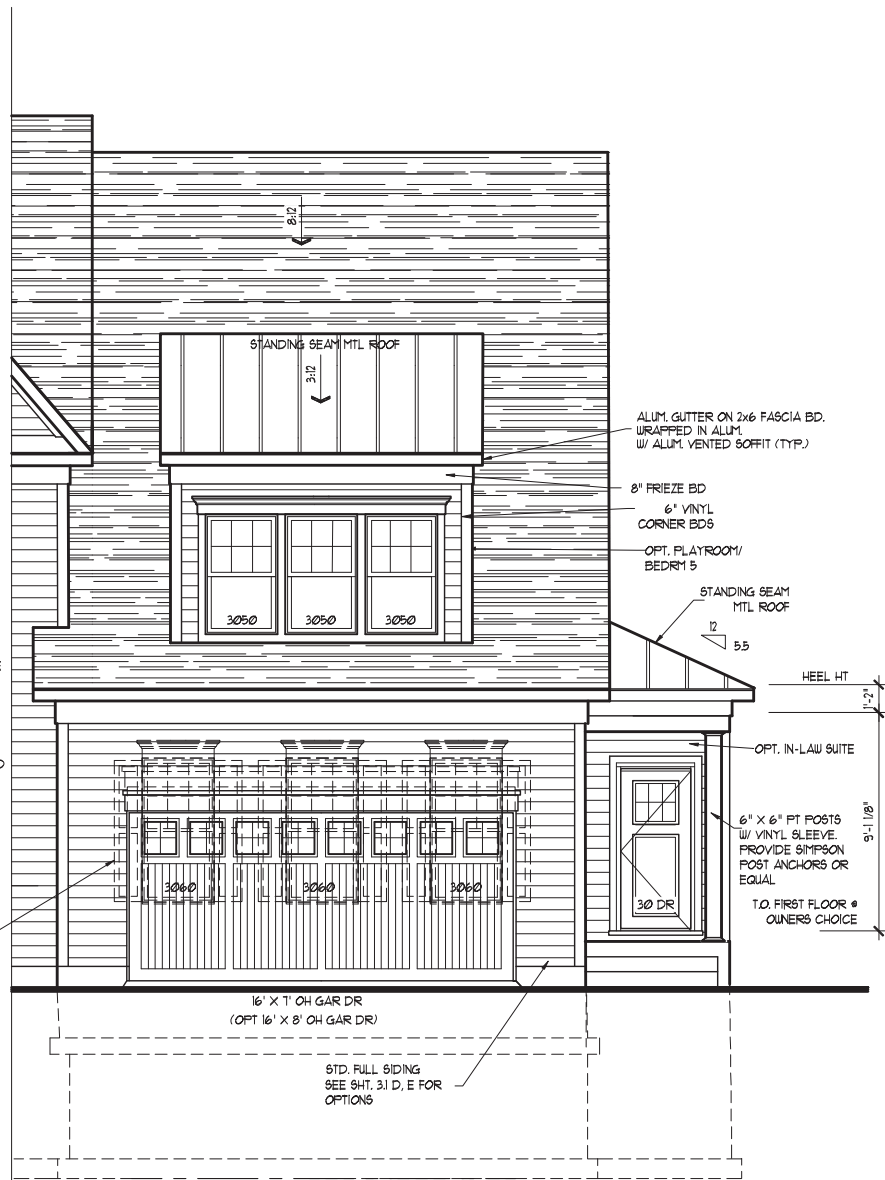
(Print or Type Name)

(Title)



STD. SIDING
**ELEVATION A
FRONT ELEVATION**
SCALE (17x11): 1/8" = 1'-0"
SCALE (34x22): 1/4" = 1'-0"
SHOWN WITH STANDARD SIDING

SEE 3.4 FOR FRONT WINDOW LOCATIONS
FOR OPT. SIDE LOAD GARAGE FOR ALT. ELEVATIONS



STD. SIDING
**W/ OPT PLAYROOM & IN-LAW SUITE
FRONT ELEVATION**
SCALE (17x11): 1/8" = 1'-0"
SCALE (34x22): 1/4" = 1'-0"
SHOWN WITH STANDARD SIDING

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Architecture Collaborative, Inc.
8334 Main Street
Ellicott City, MD 21043
www.archcol.com
Tel.: (410) 465-7500 Fax: (410) 465-0903

content: **ELEVATION A**
scale: 1" = 4' (34x22) file: 3.1
U.N.O. 1" = 8' (17x11)
title: **TIMBERLAKE HOMES**
HAWTHORNE

date	revision	by
###	###	###
---	---	---
---	---	---
---	---	---
---	---	---

Professional Certification
I hereby certify that these documents were prepared or approved by me, and I am a duly Licensed Professional Architect under the laws of the State of Maryland.
license number: 5921
expiration date: 04-05-2020

SHEET #
3.1

TurnKey Title, LLC
 File No.: 21-030009
 Tax ID #: 07-0793869
 Title Insurer: Westcor Land Title Insurance Company

This Deed, made this 28th day of May, 2021, by and between Douglas A. Hain and Charito H. Hain, parties of the first part, Grantors; and Janeen C. Robinson and Carlos Robinson, parties of the second part, Grantees.

- Witnesseth -

That for and in consideration of the sum of One Hundred Fifty Thousand And 00/100 Dollars (\$150,000.00), which includes the amount of any outstanding Mortgage or Deed of Trust, if any, the receipt whereof is hereby acknowledged, the said Grantors do grant and convey to the said Janeen C. Robinson and Carlos Robinson, as tenants by the entirety unto the survivor of them, his or her heirs and assigns, in fee simple, all that lot of ground situate in the County of Prince George's, State of Maryland and described as follows, that is to say:

BEING A PORTION of Lot Numbered Twenty (20), in Block Lettered "B", as shown on the plat entitled "FOREST HILLS", which Plat is recorded among the Land Records of Prince George's County, Maryland in Plat Book No. WWW 22 at Page 2; and being more particularly described as follows:

BEGINNING FOR THE SAME at a point in the northerly outline of said lot, lying S. 66 degrees 02' E-214' from the northwest corner of the said lot and running thence with the division lines now being established (1) S. 23 degrees 31' W-251.04' (2) S. 17 degrees 39' E-365.69' to the northerly line of Forest Drive and with said line of Forest Drive (3) 225.00' along the arc of a curve drawn to a radius of 688.41' having a delta angle of 18 degrees 44' and curving from easterly to northerly, thence (4) N. 25 degrees 00' W-306.26 (5) N. 12 degrees 27' W-189.37' to the northerly outline of the aforesaid Lot Number Twenty (20) and with a portion of the same (6) N. 66 degrees 02' W-46.00' to the place of beginning, CONTAINING 2.08 acres, more or less, as described by W. Banks County Surveyor, on December 22, 1954.

The improvements thereon being known as No. Forest Drive, Bowie MD 20715.

Tax ID No.: 07-0793869

BEING the fee simple property which, by Deed dated August 2, 1985, and recorded on December 23, 1987 in the Land Records of the County of Prince George's, Maryland, was granted and conveyed by William Michael Redmond and Helenmarie Redmond unto Douglas A. Hain and Charito H. Hain, as Tenants by the Entirety.

Together with the buildings and improvements thereon erected, made or being; and all and every, the rights, alleys, ways, waters, privileges, appurtenances and advantages thereto belonging, or in anywise appertaining.

To Have and To Hold the said tract of ground and premises above described and mentioned, and hereby intended to be conveyed, together with the rights, privileges, appurtenances and advantages thereto belonging or appertaining unto and to the proper use and benefit of the said Janeen C. Robinson and Carlos Robinson, as tenants by the entirety unto the survivor of them, his or her heirs and assigns, in fee simple.

And the said parties of the first part hereby covenant that they have not done or suffered to be done any act, matter or thing whatsoever, to encumber the property hereby conveyed; that they will warrant specially the property hereby granted; and that they will execute such further assurances of the same as may be requisite.

PRINCE GEORGE'S COUNTY, MD

APPROVED BY: # WUB

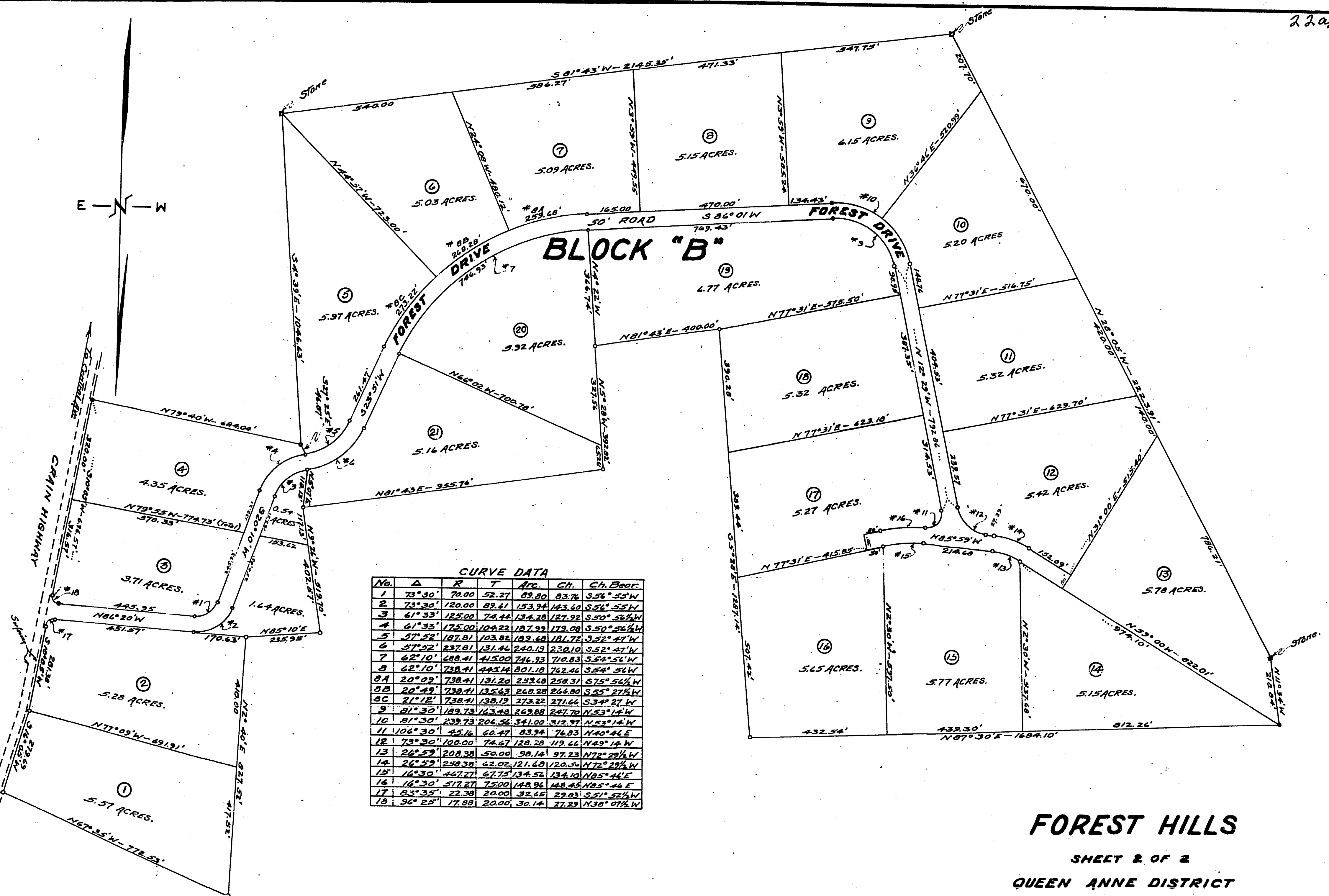
DATE: 7-1-21

RECORDATION TAX PAID
825.00
 TRANSFER TAX PAID
2100.00

LR - Deed (w Taxes) _____
 Recording only ST20.00
 Name: ROBINSON
 Ref: _____
 LR - Deed (with Taxes) _____
 Surcharge 40.00
 LR - Deed State _____
 Transfer Tax 750.00
 LR - NR Tax - 1kd _____
 11,785.48
 SubTotal: 12,595.48

 12,655.48
 07/02/2021 01:55
 CC16-PP
 #19175847 CC0703 -
 Prince George's
 County/CC07.03.01 -
 Register 01

W Kof 6/21/21

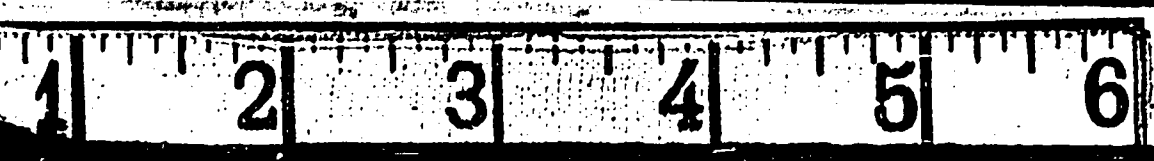


CURVE DATA						
No.	Δ	R	T	ARC	Ch.	Ch. BEAR.
1	73°30'	70.00	52.27	89.80	83.76	S58°55'W
2	73°30'	120.00	89.61	153.94	143.60	S54°55'W
3	61°33'	125.00	74.44	134.28	127.92	S50°56'W
4	61°33'	175.00	104.22	187.92	179.08	S50°56'W
5	57°52'	187.81	103.82	182.68	181.72	S52°41'W
6	57°52'	237.81	131.44	240.19	230.10	S52°41'W
7	62°10'	488.41	415.00	746.93	710.83	S52°56'W
8	62°10'	738.41	445.14	801.18	762.46	S54°56'W
8A	20°09'	738.41	131.20	253.68	258.31	S75°56'W
8B	20°49'	738.41	135.63	268.28	266.80	S55°27'W
8C	21°12'	738.41	138.19	273.22	271.64	S34°27'W
9	81°30'	189.73	163.48	269.88	247.70	N53°14'W
10	81°30'	239.73	204.56	341.00	312.97	N53°14'W
11	106°30'	45.14	60.47	83.94	76.83	N40°44'E
12	73°30'	100.00	74.67	128.28	119.66	N49°14'W
13	26°59'	208.38	50.00	98.14	97.23	N72°29'W
14	26°59'	258.38	62.02	121.68	120.50	N72°29'W
15	16°30'	467.27	67.75	134.56	134.10	N85°44'E
16	16°30'	517.27	75.00	148.94	148.45	N85°44'E
17	83°35'	22.38	20.00	32.65	29.83	S51°52'W
18	96°25'	17.88	20.00	30.14	27.29	N38°07'W

FOREST HILLS
SHEET 2 OF 2
QUEEN ANNE DISTRICT
PRINCE GEORGE'S COUNTY
MARYLAND
Scale 1"=200' Jan. 1953
W. Banks, Surveyor
Marlboro, Md.

Proj 396CC-7

PRINCE GEORGE'S COUNTY CIRCUIT COURT (Plat Book WWW 22, p. 2, NSA_C2381_8776, Date available: Printed 07/11/2022.





SOIL ANALYSIS

OWNERS/APPLICANT:
CARLOS ROBINSON
& JANEEN ROBINSON
2804 WELLINGBOROUGH CT.
UPPER MARLBORO, MD 20774
CARLOS.ROBINSON28@GMAIL.COM
301-802-0753

TIMBERLAKE HOMES
304 HARRY S. TRUMAN, SUITE-M
ANNAPOLIS, MD. 21401
443-837-3115



STABILIZATION PRACTICES ON ALL PROJECTS MUST BE IN COMPLIANCE WITH THE REQUIREMENTS OF COMAR 26.17.08 G REGULATIONS BY JANUARY 9, 2013, REGARDLESS OF WHEN AN EROSION AND SEDIMENT CONTROL PLAN WAS APPROVED. FOLLOWING INITIAL SOIL DISTURBANCE OR RE-DISTURBANCE, PERMANENT OR TEMPORARY STABILIZATION MUST BE COMPLETED WITHIN: THREE (3) CALENDAR DAYS AS TO THE SURFACE OF ALL PERIMETER DIKES, SWALES, DITCHES, PERIMETER SLOPES, AND ALL SLOPES STEEPER THAN 3:1 HORIZONTAL TO 1 VERTICAL (3:1); AND SEVEN (7) CALENDAR DAYS AS TO ALL OTHER DISTURBED OR GRADED AREAS ON THE PROJECT SITE NOT UNDER ACTIVE GRADING.



SCALE: 1"=1000'

UTILITY CERTIFICATION:

I HEREBY CERTIFY THAT THE EXISTING AND/OR PROPOSED UNDERGROUND UTILITY INFORMATION SHOWN HEREON HAS BEEN CORRECTLY DUPLICATED FROM UTILITY COMPANY RECORDS, FURTHER THAT THIS PROJECT HAS BEEN CAREFULLY COORDINATED WITH EACH INVOLVED UTILITY COMPANY, AND ALL AVAILABLE UNDERGROUND UTILITY INFORMATION RELATIVE TO THIS PLAN HAS BEEN SOLICITED FROM THEM.

09/6/2022

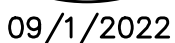
MASSOUD TOWHIDI, P.E.
MD. REG. #19644

DATE _____

I HEREBY CERTIFY THAT THIS PLAN CONFORMS TO THE REQUIREMENTS WITH SUBTITLE 32, DIVISION 2 OF THE CODE OF PRINCE GEORGE'S COUNTY WATER RESOURCES PROTECTION AND GRADING CODE; AND THAT I OR MY STAFF HAVE INSPECTED THIS SITE AND THAT DRAINAGE FLOWS FROM UPHILL PROPERTIES ONTO THIS SITE, AND FROM THIS SITE ONTO DOWNHILL PROPERTIES, HAVE BEEN ADDRESSED IN SUBSTANTIAL ACCORDANCE WITH APPLICABLE CODES, AND SIGNED, SEALED AND DATED BY A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF MARYLAND.

09/6/2022

MASSOUD TOWHIDI, P.E.
MD. REG. #19644



PROFESSIONAL CERTIFICATION

"I hereby certify that these documents were prepared or approved by me, and that I am a duly licensed professional engineer under the laws of the State of Maryland, License No. 19644, Expiration Date: 04/18/2023."

SITE NOTES

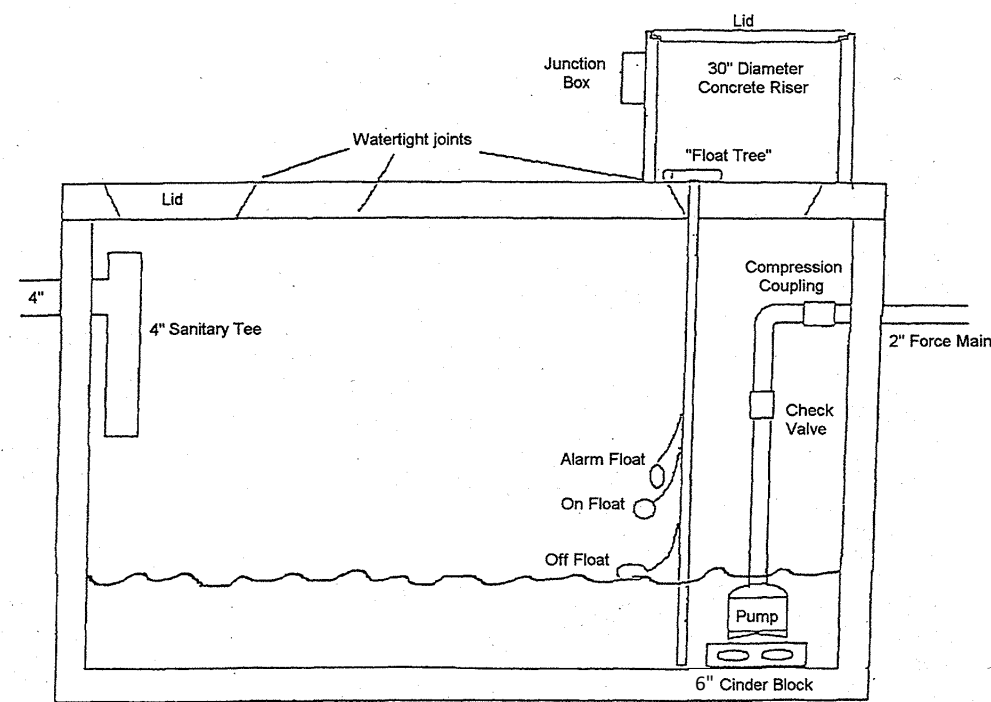
1. PROJECT NAME: FOREST HILL, PART OF LOT 20, BLOCK B
2. TOTAL ACREAGE: 2.1191 A.C. OR 92.311 S.F.(MEASURED); 2.08 A.C.(RECORD)
3. EXISTING ZONE: R-E
4. PROPOSED USE OF THE PROPERTY: SINGLE FAMILY RESIDENTIAL
5. NUMBER OF LOTS: 1
6. BREAKDOWN OF PROPOSED DWELLING BY TYPE: N/A
7. 200 SHEET NO: 208NE14
8. TAX MAP/GRID: 047D1
9. AVIATION POLICY AREA: N/A
10. EXISTING WATER/SEWER DESIGNATION: W-3/S-6
11. PROPOSED WATER/SEWER DESIGNATION: W-3/S-6
12. THERE IS NO STORM WATER MANAGEMENT APPROVAL FOR THE PROPERTY.
13. 100 FOOT PLANTING EASEMENT ALONG ALL RIGHT-OF-WAY.
14. THERE ARE NO CEMETERIES ON OR CONTIGUOUS TO THE PROPERTY.
15. THERE ARE NO HISTORIC SITES ON OR IN THE VICINITY OF THE PROPERTY.
16. STREAMS AND WETLANDS: TO BE DETERMINED.
17. 100 YEAR FLOOD PLAIN: TO BE DETERMINED.
18. THERE IS NO CHESAPEAKE BAY CRITICAL AREA OVERLAY WITHIN THE SITE.
19. TOPOGRAPHY SURVEY PREPARED BY C.D.D.I.
20. APPLICANT:
CARLOS ROBINSON & JANEEN ROBINSON
21. PROPERTY LOCATION:
13314 FOREST DR, BOWIE, MD 20715

MISS UTILITY
FOR LOCATION OF UTILITIES CALL 1-800-257-7777
48 HOURS IN ADVANCE OF ANY WORK IN THE VICINITY

TOTAL DISTURBED AREA = 0.5 A.C.

Simplex Pump Chamber #1

Outside Dimensions: Length 124" Width 72" Height 67"

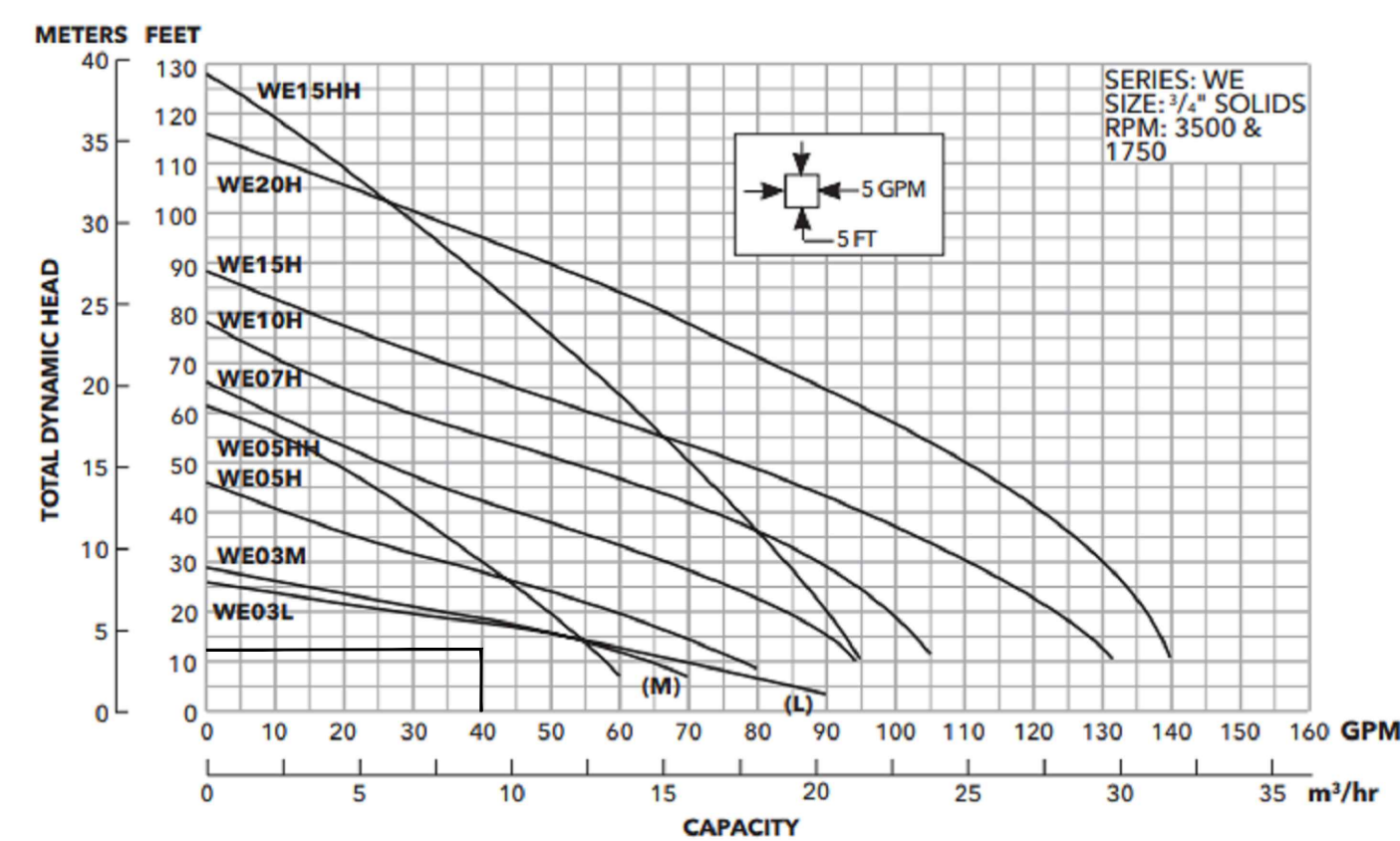


109.41 Inlet Invert	109.70 Top of Tank
109.16 Outlet Invert	105.44 Pump-Off Float
103.86 Tank Bottom (inside)	105.69 Pump-On Float
103.53 Tank Bottom (outside)	106.19 Alarm Float

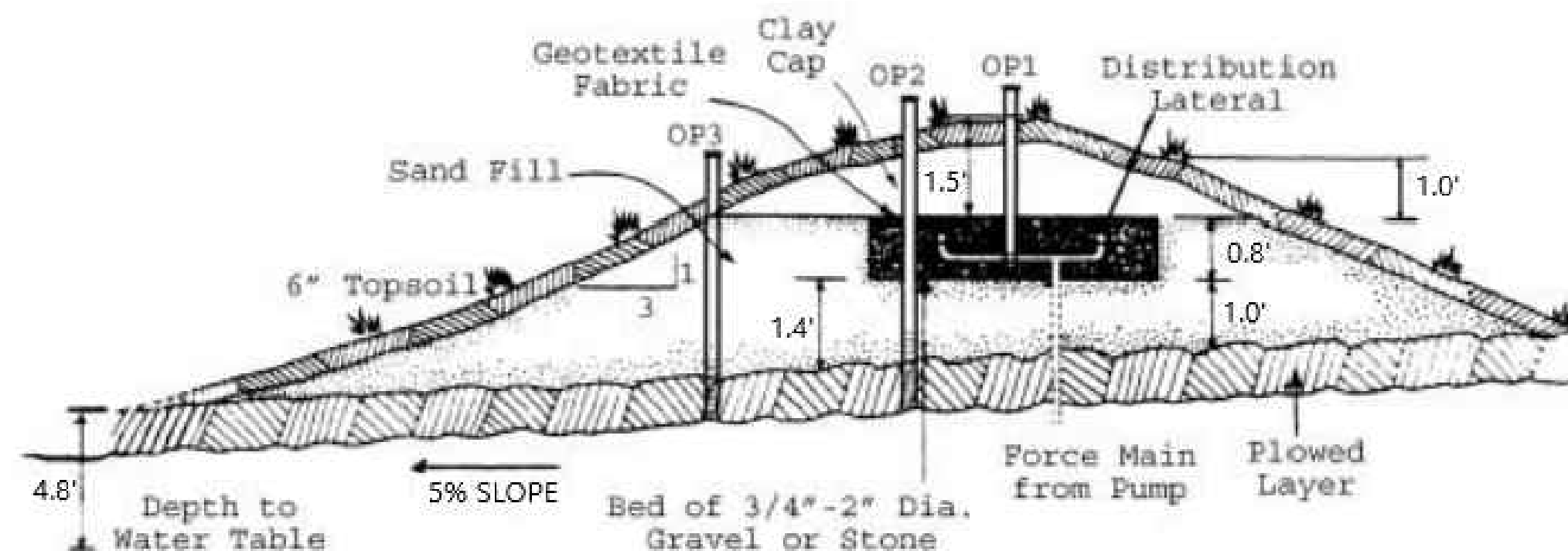
Design Data Form

N/A	Linear feet of drainfield
<u>165.5</u>	Volume of Calculated 2" Pipes in Total Gallons
<u>2"</u>	Diameter of force main (inches)
<u>54'</u>	Linear feet of force main pipe
<u>41'</u>	Equivalent length of force main pipe (add for elbows, swing check valve, tees and 6 feet of pipe in tank)
<u>95'</u>	Total pipe length (linear + equivalent)
<u>23.6</u>	Gallons per inch drawdown tank capacity - ((outlet elev. - inside tank elev.) x
<u>165.5</u>	Gallons pumped per cycle (volume of drainfield pipe or the equivalent to a three
<u>7.0</u>	inches drawdown, whichever is greater)
<u>6.0</u>	Inches drawdown per pump cycle
<u>60</u>	Drawdown in feet (inches / 12)
<u>6.5</u>	Gallons pumped per minute (15-20 gallons/lateral/minute)
<u>6.18</u>	Frictional loss per 100 feet of pipe (minimum velocity of 2 feet per second)
<u>5.56</u>	Frictional loss for system (total pipe length x frictional loss per 100 feet of pipe)
<u>11.74</u>	Static head loss (highest force main elevation - pump off elevation)
<u>311.3</u>	Total head loss (frictional loss + static head loss)
	Gallons of reserve capacity ((inlet elev. - alarm elev.) x 12 x gallons/inch drawdown
<u>1/3</u>	Required pump size (horsepower)
<u>2.76</u>	Drawdown time: 2 minutes 46 seconds @ 40 gal./min.

Recommended make and model pump GOULDS 3885, MODEL WE03L
 Recommended make and model control panel GOULDS SIMPLEX, W/ ALARM
 (A single sewage effluent pump and simplex control panel with alarm is appropriate for residential applications. Commercial projects shall use a duplex pump system.)



Cross Section



CARLOS ROBINSON
& JANEEN ROBINSON
2804 WELLINGBOROUGH CT.
UPPER MARLBORO, MD 20774
CARLOS.ROBINSON28@GMAIL.COM
301-802-0753

TIMBERLAKE HOMES
304 HARRY S. TRUMAN, SUITE-M
ANNAPOLIS, MD. 21401
443-837-3115

MISS UTILITY
FOR LOCATION OF UTILITIES CALL 1-800-257-7777
48 HOURS IN ADVANCE OF ANY WORK IN THE VICINITY

I HEREBY CERTIFY THAT THE EXISTING AND/OR PROPOSED UNDERGROUND UTILITY INFORMATION SHOWN HEREON HAS BEEN CORRECTLY DUPLICATED FROM UTILITY COMPANY RECORDS, FURTHER THAT THIS PROJECT HAS BEEN CAREFULLY COORDINATED WITH EACH INVOLVED UTILITY COMPANY, AND ALL AVAILABLE UNDERGROUND UTILITY INFORMATION RELATIVE TO THIS PLAN HAS BEEN SOLICITED FROM THEM.

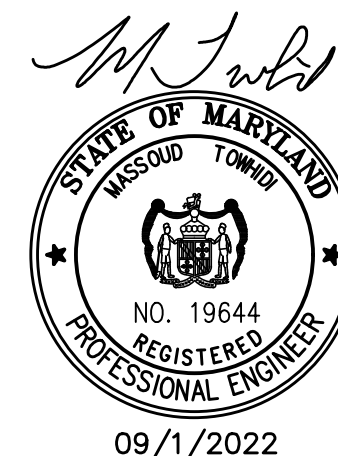

MASSOUD TOWHIDI, P.E.
MD. REG. #19644

09/6/2022
DATE

I HEREBY CERTIFY THAT THIS PLAN CONFORMS TO THE REQUIREMENTS WITH SUBTITLE 32, DIVISION 2 OF THE CODE OF PRINCE GEORGE'S COUNTY WATER RESOURCES PROTECTION AND GRADING CODE; AND THAT I OR MY STAFF HAVE INSPECTED THIS SITE AND THAT DRAINAGE FLOWS FROM UPHILL PROPERTIES ONTO THIS SITE, AND FROM THIS SITE ONTO DOWNHILL PROPERTIES, HAVE BEEN ADDRESSED IN SUBSTANTIAL ACCORDANCE WITH APPLICABLE CODES, AND SIGNED, SEALED AND DATED BY A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF MARYLAND.


MASSOUD TOWHIDI, P.E.
MD. REG. #19644

09/6/2022
DATE



"I hereby certify that these documents were prepared or approved by me, and that I am a duly licensed professional engineer under the laws of the State of Maryland, License No. 19644, Expiration Date: 04/18/2023."

CAPITOL DEVELOPMENT DESIGN, INC.
ENGINEERS — PLANNERS — SURVEYOR'S

POWDER MILL ROAD — SUITE 200 — BELTSVILLE, MD 20705
OFFICE (301) 937-3501 FAX (301) 937-3507

ROBINSON'S PROPERTY
FOREST HILL SUBDIVISION
PART OF LOT 20, BLOCK B
QUEEN ANNE 7TH ELECTION DISTRICT
PRINCE GEORGE'S COUNTY, MD

SEPTIC SITE PLAN
LOT 20

REVISIONS

[illegible]

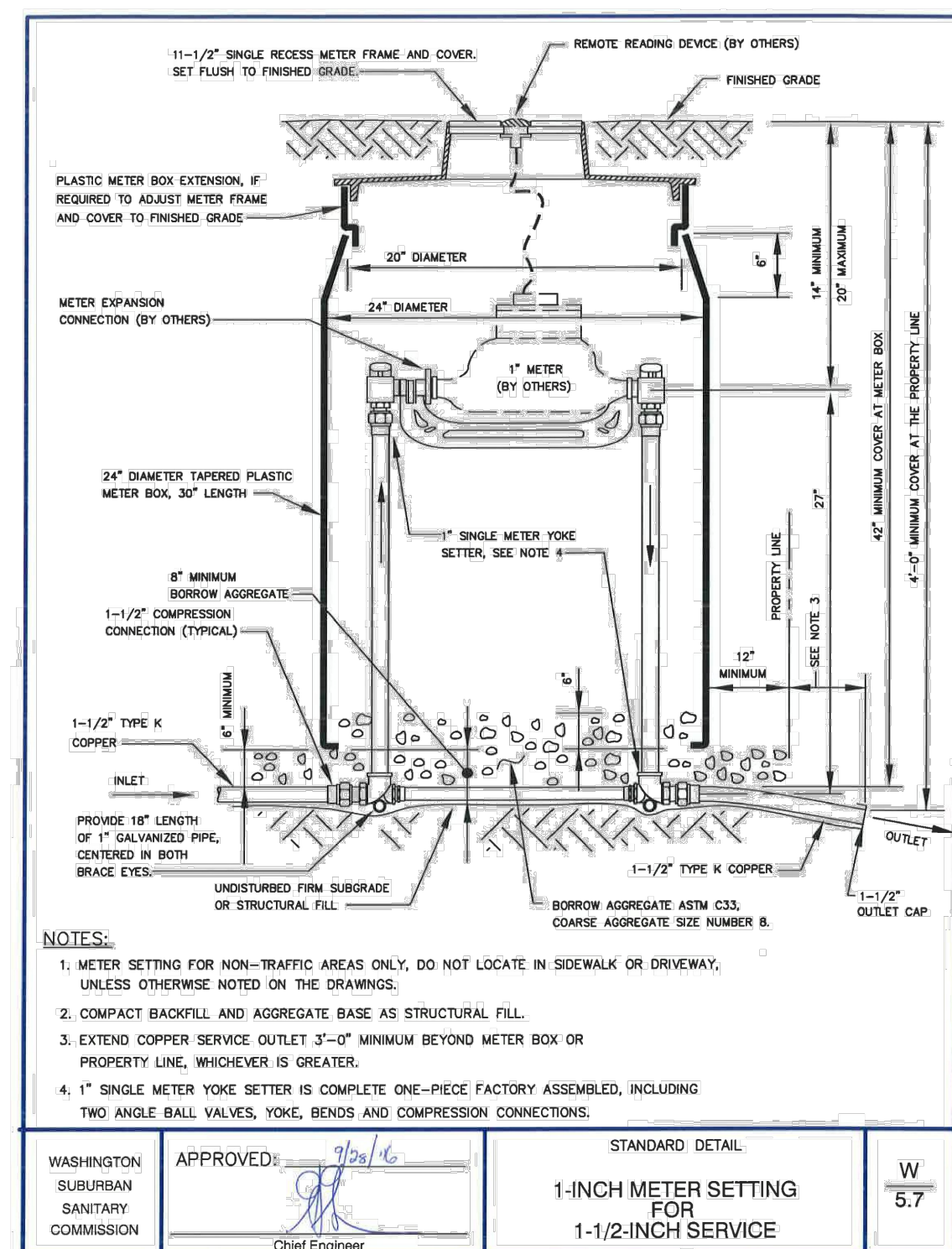
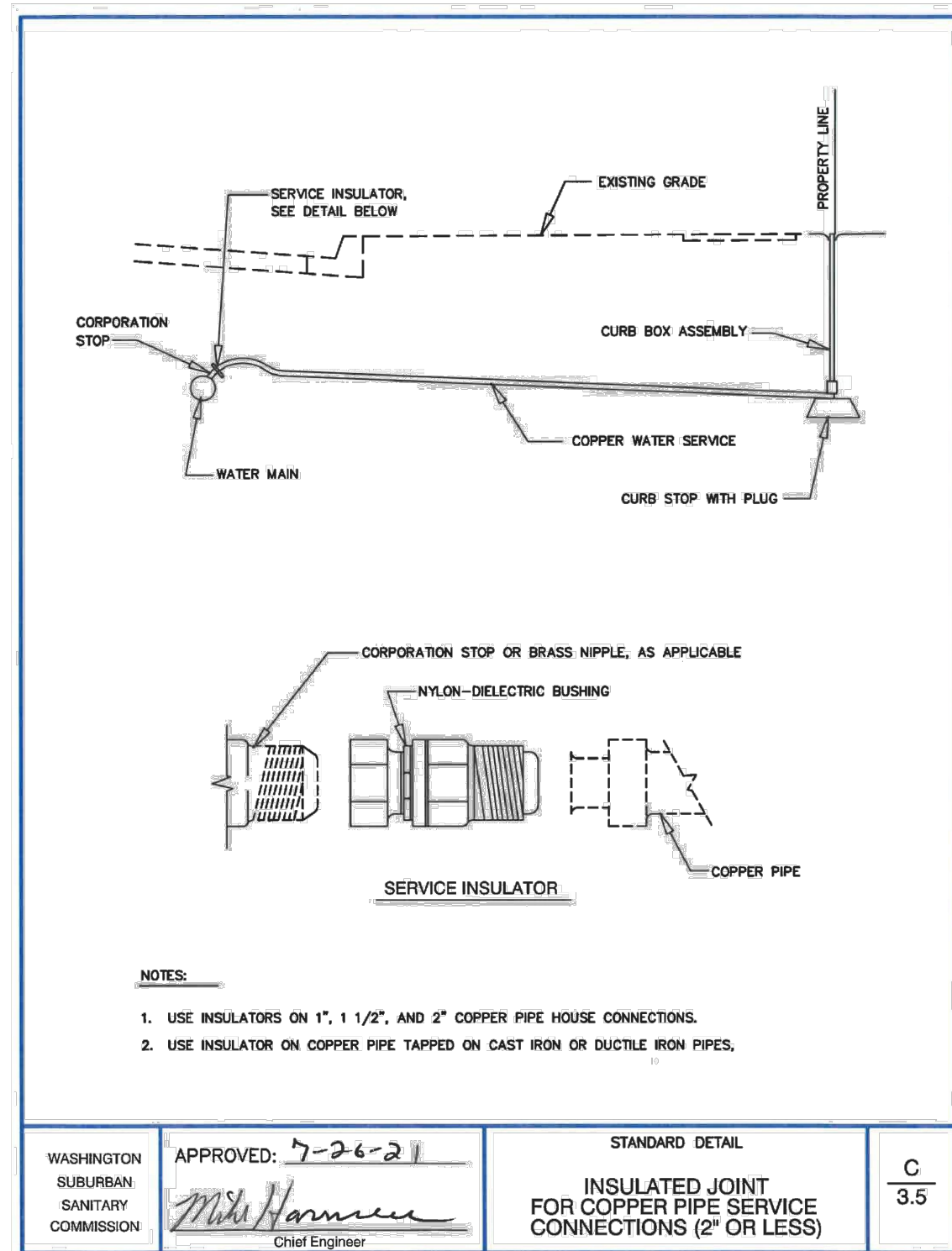
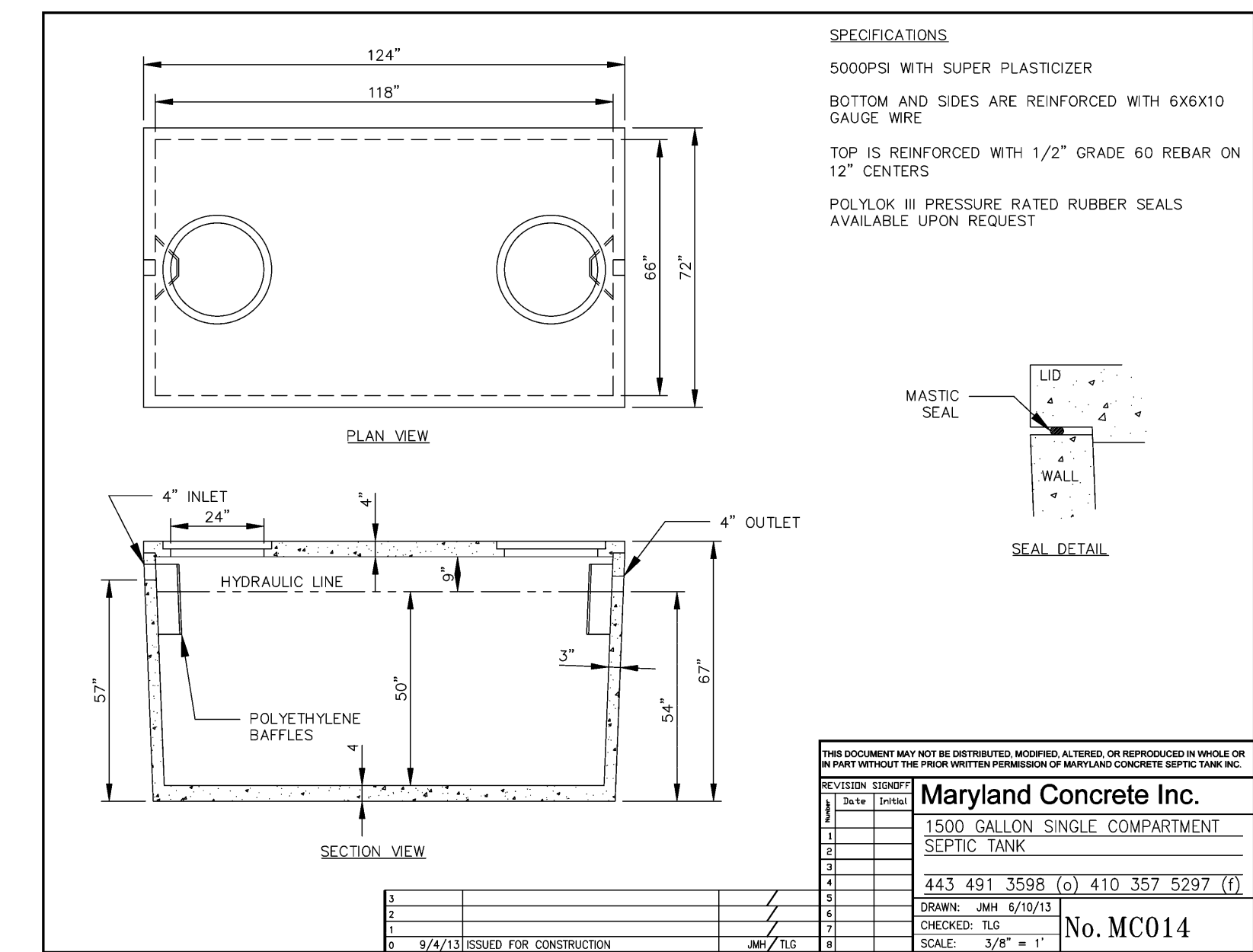
DATE: SEPT., 2022

DWN. JK	CHECKED MT
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SCALE:
NOT TO SCALE

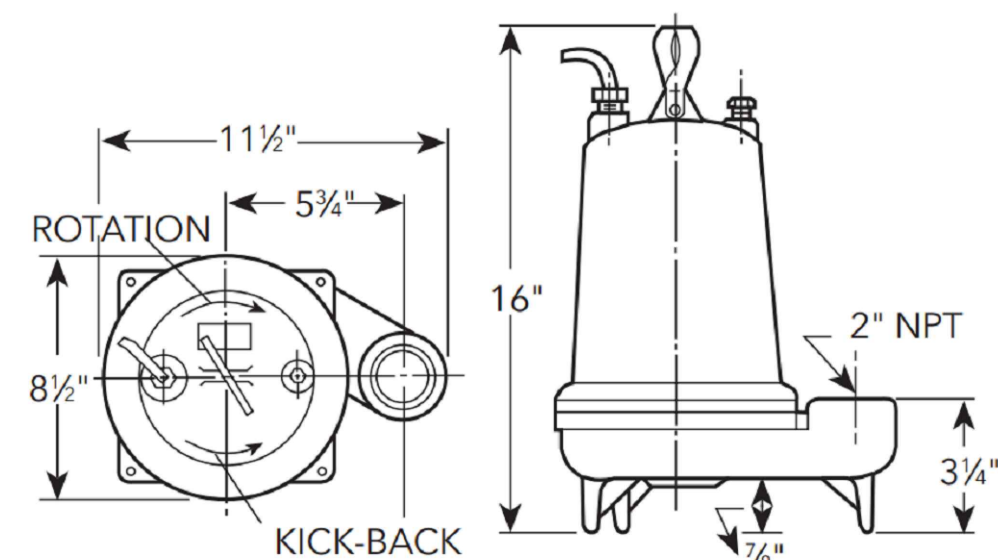
PROJECT/FILE NO.

21-044
SHEET NO.



- ALL SEPTIC TANKS BURIED DEEPER THAN ONE FOOT SHALL BE INSTALLED WITH RISERS AT LEAST 24 INCHES IN DIAMETER THAT EXTEND TO WITHIN 1 FOOT OF FINAL GRADE. ACCESS TO THE SECOND COMPARTMENT OF A TWO COMPARTMENT SEPTIC TANK MAY BE ACHIEVED USING A SCHEDULE 40 PVC PIPE A MINIMUM 6 INCHES IN DIAMETER.
- ALL SEPTIC TANK, PUMP CHAMBER AND ACCESS RISES SHALL BE MADE WATERTIGHT. THE ALARM FLOAT AND PUMP MOTOR(S) SHALL BE PLACED ON SEPARATE ELECTRICAL CIRCUITS. THE FORCE MAIN SHALL BE CONSTRUCTED OF SOLVENT WELDED SCHEDULE 40 PVC OR EQUIVALENT. THE PUMP CHAMBER RISER MUST BE A MINIMUM OF 30 INCHES IN DIAMETER AND EXTEND SIX INCHES ABOVE GRADE.
- AN ELECTRICAL PERMIT IS REQUIRED TO INSTALL THE EFFLUENT PUMP MOTOR, ALARM CONTROL BOX AND ASSOCIATED WIRING. A COPY OF THE ELECTRICAL PERMIT DISPLAYING APPROVAL BY THE ELECTRICAL INSPECTOR MUST BE ON SITE FOR HEALTH DEPARTMENT REVIEW. THE HEALTH DEPARTMENT SHALL NOT CONDUCT THE PUMP SYSTEM TEST UNTIL THE ELECTRICAL COMPONENTS OF THE PUMP SYSTEM HAVE BEEN APPROVED BY THE ELECTRICAL INSPECTOR.
- THE ELECTRICAL JUNCTION BOX/RECEPTACLE USED TO CONNECT THE PUMP AND ALARM CONTROL BOX WIRES MUST BE RAIN TIGHT AND TAMPER RESISTANT. THE JUNCTION BOX/RECEPTACLE MUST BE PLACED AT LEAST 6 INCHES ABOVE FINISHED GRADE AND BE INSTALLED ON THE OUTSIDE OF THE PUMP CHAMBER RISER.

(All dimensions are in inches. Do not use for construction purposes.)

[illegible]

I HEREBY CERTIFY THAT THE EXISTING AND/OR PROPOSED UNDERGROUND UTILITY INFORMATION SHOWN HEREON HAS BEEN CORRECTLY DUPLICATED FROM UTILITY COMPANY RECORDS, FURTHER THAT THIS PROJECT HAS BEEN CAREFULLY COORDINATED WITH EACH INVOLVED UTILITY COMPANY, AND ALL AVAILABLE UNDERGROUND UTILITY INFORMATION RELATIVE TO THIS PLAN HAS BEEN SOLICITED FROM THEM.


MASSOUD TOWHIDI, P.E.
MD. REG. #19644

09/6/2022
DATE

I HEREBY CERTIFY THAT THIS PLAN CONFORMS TO THE REQUIREMENTS WITH SUBTITLE 32, DIVISION 2 OF THE CODE OF PRINCE GEORGE'S COUNTY WATER RESOURCES PROTECTION AND GRADING CODE; AND THAT I OR MY STAFF HAVE INSPECTED THIS SITE AND THAT DRAINAGE FLOWS FROM UPHILL PROPERTIES ONTO THIS SITE, AND FROM THIS SITE ONTO DOWNHILL PROPERTIES, HAVE BEEN ADDRESSED IN SUBSTANTIAL ACCORDANCE WITH APPLICABLE CODES, AND SIGNED, SEALED AND DATED BY A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF MARYLAND.

MASSOUD TOWHIDI, P.E.
MD. REG. #19644

09/6/2022
DATE

M. J. White

STATE OF MARYLAND
MASSOUD TOWN
NO. 19644
REGISTERED
PROFESSIONAL ENGINEER

09/1/2022

"I hereby certify that these documents were prepared or approved by me, and that I am a duly licensed professional engineer under the laws of the State of Maryland, License No. 19644, Expiration Date: 04/18/2023."

OWNERS/APPLICANT:
CARLOS ROBINSON
& JANEEN ROBINSON
2804 WELLINGBOROUGH CT.
UPPER MARLBORO, MD 20774
CARLOS.ROBINSON28@GMAIL.COM
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BUILDER:
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ROBINSON'S PROPERTY
PART OF LOT 20, BLOCK B
QUEEN ANNE 7TH ELECTION DISTRICT
FOREST HILL SUBDIVISION
PRINCE GEORGE'S COUNTY, MD

SEPTIC SITE PLAN
LOT 20

REVISIONS

DATE: SEPT., 2022	
DWN. JK	CHECKED MT
SCALE: NOT TO SCALE	
PROJECT/FILE NO. 21-044	
SHEET NO. 3 OF 3	

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
PROVIDE CATEGORY 2 DESIGNATION AND WATER SERVICE CONNECTION
FOR 13314 FOREST DRIVE, BOWIE, MARYLAND

WHEREAS, Capitol Development Design Inc. has submitted application dated August 4, 2022 to request water service connection for a residential property at 13314 Forest Drive, Tax Map 47 (D-1), Parcel 000; and

WHEREAS, it has been determined that 1000 gallons per day (gpd) of water will be required in connection with the provision of water service to this proposed property; and

WHEREAS, pursuant to Section 25-9 (b) of the Bowie City Code, the City's Public Works Department has reviewed the application to assure its compatibility with the City's Water system and has determined that it is compatible; and

WHEREAS, pursuant to City Code Section 25-7A, this property requires an off-site improvement in order to be adequately served; and

WHEREAS, all code requirements for Category 2 Designation and water service connection conditional approval have been met for this property.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland as follows:

Section 1. It is hereby found and determined that the aforementioned estimated gallonage of water for this property is compatible with the City water system.

Section 2. It is determined that the proposed water extension is compatible with adopted and approved master plans.

Section 3. Category 2 Water Designation and water service connection are hereby conditionally approved for a residential property at 13314 Forest Drive, Bowie, Maryland pending successful completion of all conditions set forth in design and construction.

Section 4. The allocation of water capacity hereby granted shall be reserved for a period of two years from the date of this Resolution. If the allocated capacity is not used by the end of the second year, it shall be forfeited unless extended by resolution.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on October 17, 2022.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: BGE Update to City Council - BGE Performance during July Storms Presentation

DATE: 11/03/2022

At the Council's request, BGE will be providing an update on their performance during the July 2022 storms. BGE will also present its power restoration process.

ATTACHMENTS: 1. 20221107 - BGE Presentation



bgeSM

AN EXELON COMPANY

November 7, 2022

July 12th Storm Report Out

July 12th Major Storm

- BGE mobilized storm operations on the morning of July 11th
- July 12th storm was characterized by very high winds
- ~149,000 customers impacted system-wide
- 1,230 additional personnel were brought in through mutual assistance
- Significant amount of damage from fallen trees and branches
- Storm operations discontinued on July 15th
- Outages within Bowie were approaching ~7,000 customers

System Performance

2021 Storm History

Minor Storms - 18

- 19,747 Bowie Customers Interrupted
- 493,178 BGE System Wide Customers Interrupted

2022 YTD Sep Storm History

Major Storms - 2

- 14,035 Bowie Customers Interrupted
- 284,382 BGE System Wide Customers Interrupted

Minor Storms - 12

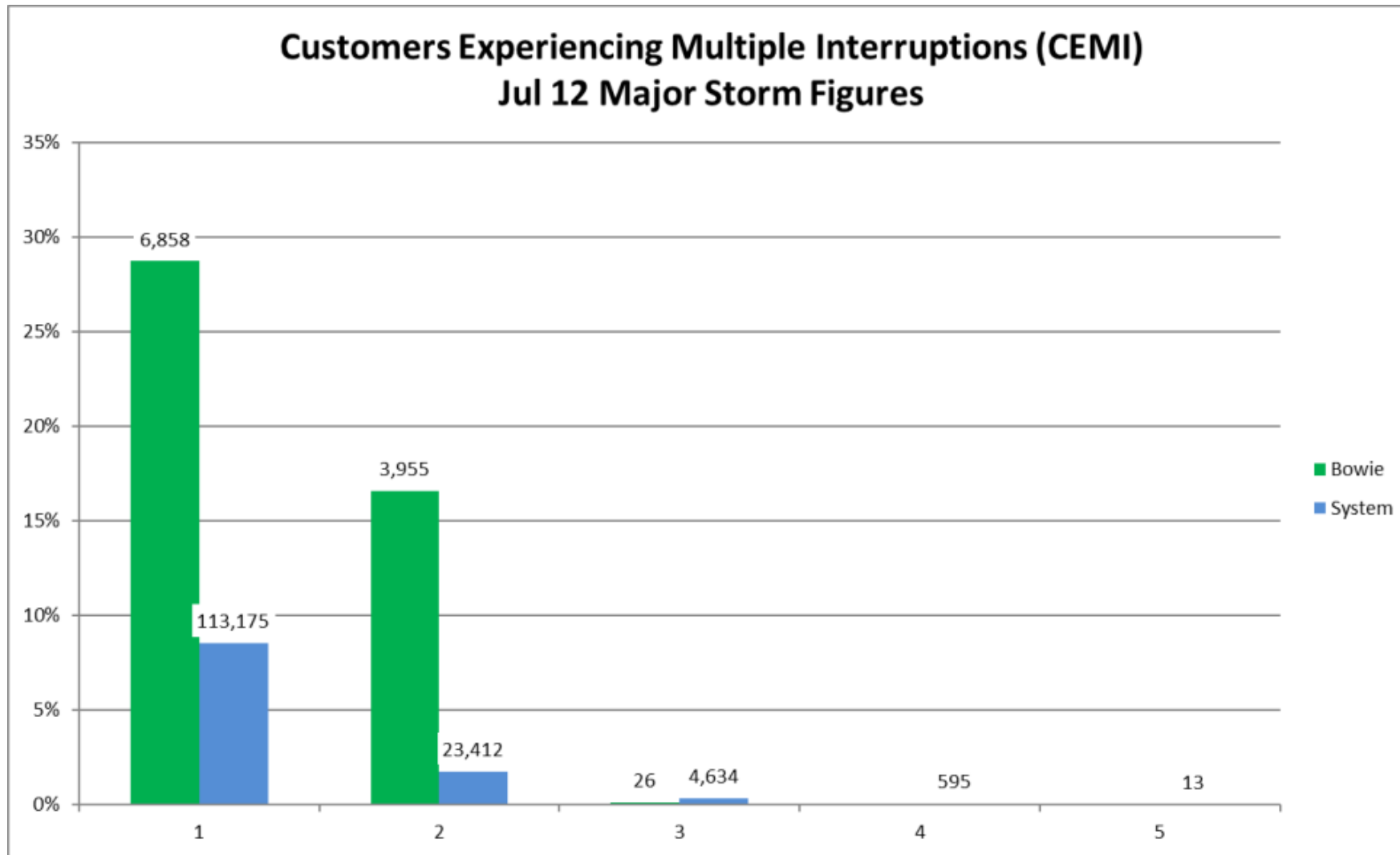
- 6,596 Bowie Customers Interrupted
- 281,977 BGE System Wide Customers Interrupted

July 12 Major Storm Performance

	Bowie	System
SAIFI	0.60	0.14
SAIDI	488.0	137.6
CAIDI	816.0	1,018.3

- $\text{SAIFI} = \text{Total \# of Customer Interruptions} / \text{Total \# of Customers Served}$
- $\text{SAIDI} = \text{Sum of Customer Hours Interrupted} / \text{Total \# of Customers Served}$
- $\text{CAIDI} = \text{Sum of Customer Hours Interrupted} / \text{Total \# Customer Interruptions}$

July 12 Major Storm Performance



Restoration Approach

1. Transmission Lines

Bring bulk power from power plants
Connect to several substations
10,000+ customers affected

2. Substations

Distribute power to several circuits
6,000+ customers affected

3. Distribution Lines

Form power networks connecting communities and industries
1,500+ customers affected

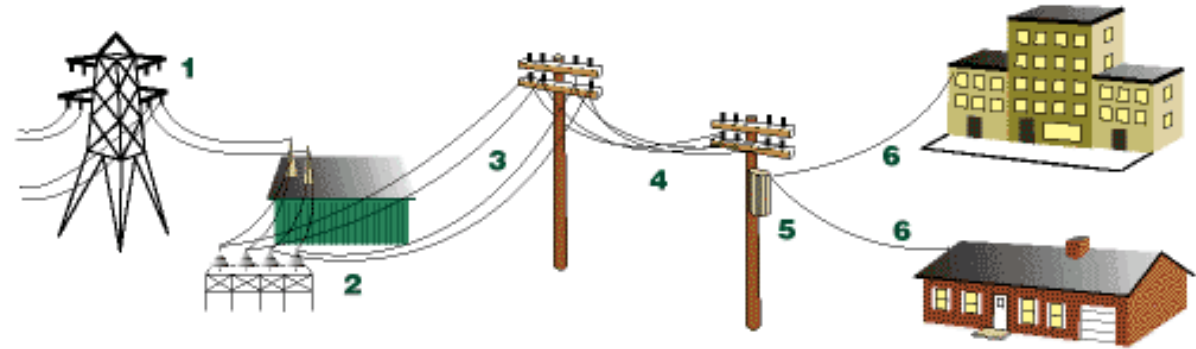
4. Overhead Lines

Serve smaller customer groups or neighborhoods
50+ customers affected

5. Transformers

Reduce level to usable voltage for your home or business
1 - 8 customers affected

6. Line to Your Home or Business



1. Customer Safety as well as Medical and Emergency services receive first priority
2. Next, main power lines and equipment that restore largest number of customers
3. Finally, individual transformers/smaller lines to individual homes/businesses, as well as customers out the longest

BGE Thanks You!



Bowie Police Department @BowiePDNews · Jul 13

Huge thanks to all crews and first responders diligently working to clear trees & debris from yesterday's storm. For your safety, stay away from downed power lines. Watch out for falling tree limbs. Crews are hard at work assisting with Bowie AND surrounding areas. Thank you!

1

8

31



Linda McConahy

Thank you for what you are doing!!

Like Reply 2d



Jill Marie

Thank you, thank you, thank you to ALL who played a part in helping with our clean up and getting us back up and running with power. Kudos to our city employees and out of towners who traveled here and spent numerous hard hours to get every one back to normal.

Like Reply 3d



Marilyn Dunscomb

Thank you to all the workers doing this cleanup and getting the electric back on

Like Reply 2d



Del Billings

Thank you to all the City crews, BGE crews. Emergency responders, police officers and neighbors who help clear trees, debris and make our City safe.

Like Reply 4d



Belair Engineering

We think BGE and the COB have done amazing work the last two weeks!

The catastrophic damage was the issue, certainly not the inability of response from either entity! Hats off to all involved in the coordinated effort!

Like Reply 2d



 Top fan

Stacye J. Stewart

Grateful...we finally got power today. I know the task for restoration has been great. Thank you!!

Like Reply 3d



Charlotte Schoenborn-Zarate

Thank you for going the extra mile to explain what you are up against and for all you are doing to restore power as quickly as possible. In spite of the frustrations some express, most citizens of Bowie appreciate all you are doing.

Like Reply 2d



Dawn Vie Cullins

We appreciate all our City of Bowie employees who keep our beautiful City going and looking great year round. A special thank you to all the men and women working long hours during the tree cleanup and getting the electricity back on! Thank you to all the extra crews coming from other states to help us out in this emergency.

Like Reply 2d



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Friendship Aspire Academy Public Charter School Information Presentation

DATE: 11/03/2022

Council will receive an informational presentation on the Friendship Aspire Academy Public Charter School.

ATTACHMENTS: 1. 20221107 - Friendship Aspire Academy PCS Presentation



Friendship Aspire Academy PCS

Bowie City Council

Presentation

Mayor: Tim Adams, Mayor Pro Tem: Adrian Boafo

**Council Members: Henri Gardner, Michael Esteve,
Dufour Woolfley, Roxy Ndebumadu, Ingrid Harrison**

EVERYONE GROWS WITH FRIENDSHIP

friendshipaspire.org

Friendshipusa.org

friendshipschools.org

ABOUT FRIENDSHIP

We are Friendship Aspire Academy Public Charter school apart of one of the nation's top charter systems. Our parent organization, Friendship Public Charter Schools (DC), has a 100% graduation rate borne of a rigorous curriculum, exemplary instruction, resource-rich forums and a total commitment to student achievement. The Friendship Academy STEM School will be a natural extension of these achievements.

Our Mission:

The mission of all our schools is to provide a world-class education that motivates students to achieve high academic standards, enjoy learning and develop as ethical, literate, well-rounded and self-sufficient citizens. Friendship Aspire Academy seeks to fulfill this mission by providing students a high quality, liberal arts education focused on preparing students with the academic and life skills needed to be successful in college and beyond.





A Message From Our Founder

"Simply put, we will create high performing public charter schools that move all students to grade level mastery regardless of socioeconomic status, prior achievement, or educational needs. Our motto is, 'Everyone Grows with Friendship.' This is the inspired mission that we will maintain in Maryland.

These are not just words but a solemn promise we have made to the children and families in the Bowie Metropolitan Area."

Donald L. Hense



Our Experience:

- Founded 1997
- 26 years experience operating high-performing k-12 schools
- 6,500 students educated each day (before/after/summer school programs)
- 22 schools
- Operates variety of school designs (STEM, Pre-K Reggio Emilia, International Baccalaureate (IB), college prep, advance college, online school, single gender boys & girls academies, ESL, and a school for Dyslexia)
- Employs over 1,300 teachers, school administrators and support staff
- Operated Open Enrollment PCSs and contract ISD schools nationally in the **District of Columbia** (NW/SE/NE DC), **Maryland** (Baltimore City and County), **Arkansas** (Little Rock, Pine Bluff and Maumelle Central Arkansas), and **Louisiana** (Baton Rouge)

THE BOWIE SCHOOL



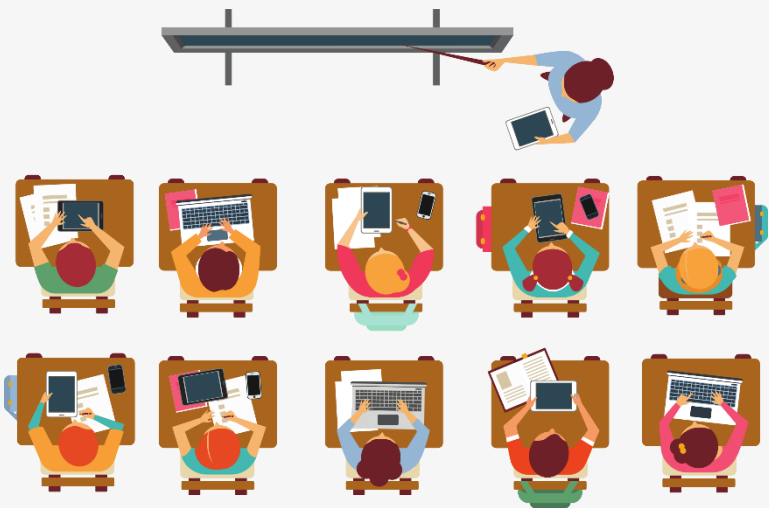
School Design

Science, Technology, Engineering, Arts
and Math School (STEM) in a Project
based environment



Grades

Starting with K-1 grade in Year 01, then
growing one grade level each year until
we reach 5th grade



Enrollment

Small school design with max
enrollment at 5th grade will be
480 students



Why is STEM and Project Based Learning Important?

- STEM education nurtures students' curiosity and helps them develop creativity, problem-solving, and critical thinking skills. This education method emphasizes how students learn and what they are learning. This project-based way of teaching and learning allows students to understand and appreciate the relevance of their work and the world around them.
- When implementing PBL in STEM, students face authentic and motivating problems requiring them to answer complex questions and develop successful skills (Lara and Quesada, 2019) needed in the professional world within their community.
- Project-based learning (PBL) in STEM allows new modalities of work practices, focusing the teaching process on learning, allowing students to have greater control of the time and pace of study, and allowing them to create individualized learning adjusted to their needs (Cruz, 2019).
- PBL accentuates the student's ownership of learning, provides a purposeful collaborative structure to learning together, uses authentic problems of practice using STEM, enhances engagement in and acquisition of learning goals, and improves cognitive and affective outcomes (Bosica et al., 2021).
- Most importantly, PBL can help good students show increases in knowledge, but it can also help students who have struggled with failing skills (Bakerman and Plotke, 2018).

Economic Development Impact of a Friendship School for Bowie Metro Area?

- Intend to be a land holder and property owner (permanent education partner)
- Prepared to make an estimated \$8 to \$10 million dollar investment in building a new school or renovating a former school or commercial building in the City of Bowie (exploring former Montessori school or vacant Sears Department Store space)
- Will create 100+ new jobs in teaching positions and professional administrative positions
- Work to address teacher shortage by encourage teachers teaching in the District, Virginia, or other neighboring counties to teach in Bowie where many reside
- School will support local businesses that support schools such as, cleaning business, school bus transportation, food service companies, and local landscape
- We will also contract with education consultants and professional services companies to provide services such as mental health, speech, special education, occupation therapy, etc.

Thank you for Supporting FRIENDSHIP SCHOOLS



Presented by:

Joe Harris, CEO

jharris@friendshipusa.org (202) 746-7049

Dr. Raymond Ivey

rivey@friendshipusa.org

Dr. Phong Tran, COO

ptran@friendshipusa.org

WASHINGTON DC:
1351 Nicholson St NW
Washington, DC 20011
(202) 281-1700

ARKANSAS:
300 Izard South Street
Little Rock, AK 72201
(501)500-9332



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 (July 1, 2021 – June 30, 2022) HUD FY21 Resolution R-57-22

DATE: 11/03/2022

The City of Bowie receives Community Development Block Grant (CDBG) funds from the US Department of Housing and Urban Development through an entitlement. The City of Bowie's *Consolidated Action Plan for Housing and Community Development, Fiscal Year 2019-2023* analyzes housing, human services, and non-housing community development needs throughout the City, identifies and prioritizes community needs, and includes a strategy to address those needs. The Annual Action Plan reflects the City's goals and objectives for neighborhood revitalization, economic development, and human services based on a prioritization of needs as stated in the Consolidated Plan's Five-Year Strategy. Economic development projects are designed to increase opportunities for employment, commerce, and home ownership. Human services activities address the health, safety and well-being of residents, especially the elderly and persons with special needs. The designated CDBG project consists of single-family rehabilitation services for senior citizen residences citywide, and CDBG funded activities for these communities meet the national objective of providing benefits to low and moderate-income persons.

The *Consolidated Annual Performance and Evaluation Report (CAPER)*, developed with citizen participation, identified the extent to which the City has satisfied specific goals and objectives delineated in its Annual Action Plan for Fiscal Year 2022. The CDBG program supports the Single-Family Housing Rehabilitation Program, Fair Housing Training and Workforce Development Training. Finally, during program year 2022, the CDBG Entitlement of \$196,485 and CARES ACT funding of \$209,800 was supplemented by administrative funding from the City. Citywide community development activities are funded by other grants and municipal funds. Leveraging city government funds, services, and programs, combined with private services, has enhanced coordination among service providers and improved the delivery of those services to the residents of the City of Bowie.

DISCUSSION: Staff has completed the production of the Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 as required by the U.S. Department of Housing and Urban Development (HUD). The report is attached.

RECOMMENDATIONS: We recommend that Council adopt Resolution R-57-22 and authorize the FY22 CAPER to be sent to HUD for review and approval.

AL/jb

CDBG funds are appropriated annually by the U.S. Congress and distributed on a formula basis to local jurisdictions. Municipalities are entitled to receive HUD funds directly when the City's population exceeds 50,000 residents.

- ATTACHMENTS:**
1. 20221107 - Resolution R-57-22
 2. 20221107 - FY22 (HUD FY21) CAPER Nov 2022

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ADOPTING THE HOUSING AND COMMUNITY DEVELOPMENT
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
(CAPER) FOR FISCAL YEAR 2022 (HUD FY21)

WHEREAS, the City of Bowie (City), Maryland is entitled to receive annual Community Development Block Grant (CDBG) Program funds directly; and

WHEREAS, the City Council approved Resolution R-26-18 on May 7, 2018 adopting the City of Bowie Consolidated Plan for Housing and Community Development for Fiscal Years 2019-2023; and

WHEREAS, the Consolidated Plan for Housing and Community Development assessed and prioritized community needs; and

WHEREAS, the Consolidated Plan for Housing and Community Development includes the Five Year Strategic Plan listing annual objectives by which to address community needs; and

WHEREAS, as an Entitlement Community receiving federal CDBG funds, the City must annually adopt a Housing and Community Development Action Plan which specifies activities and funds anticipated to complete the annual objectives for a given fiscal year as stated in the Five-Year Strategic Plan; and

WHEREAS, the CDBG Entitlement has allowed the City of Bowie to leverage additional funds that will assist in the implementation of the Five-Year Strategic Plan; and

WHEREAS, the objectives outlined in the Annual Housing and Community Development Action Plan for Fiscal Year 2022 have been implemented using a multitude of resources including CDBG and municipal funds, as well as additional grants; and

WHEREAS, the actual activities and expenditures relating to the Annual Housing and Community Development Action Plan are to be reported annually in the Consolidated Annual Performance and Evaluation Report (CAPER); and

WHEREAS, CDBG funds have been expended in accordance to federal program regulations; and

WHEREAS, the Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 indicates that CDBG funds have provided for implementation activities for the Single Family Housing Rehabilitation Program, Fair Housing Activities, Workforce Development, in addition the COVID-19 CV Funds included: Emergency Rental Assistance, Emergency Food Assistance, and Personal Protective Equipment; and

WHEREAS, the Single Family Housing Rehabilitation Program, Fair Housing Activities, Workforce Development and COVID-19 CV activities have been approved by HUD for the Consolidated Planning period 2019-2023; and

WHEREAS, the requirements of the Citizen Participation Plan have been adhered to and that public participation in the development of the CAPER for Fiscal Year 2022 (HUD FY21) has been solicited.

NOW THEREFORE, BE IT RESOLVED that the Council of the City of Bowie does hereby approve the Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 (HUD FY21) attached as Attachment 1 to this Resolution.

BE IT FURTHER RESOLVED that the City Manager is authorized to submit this report to the Department of Housing and Urban Development for their review and approval.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on November 7, 2022.

Timothy J. Adams
Mayor

ATTEST:

Awilda Hernandez, MMC
City Clerk

CITY OF BOWIE MARYLAND

Community Development Block Grant 2022 Consolidated Annual Performance Evaluation Report (CAPER) – DRAFT



OFFICE OF GRANT DEVELOPMENT AND ADMINISTRATION

*Single Family Housing Rehabilitation Program
Workforce Development and Training
Fair Housing
Emergency Rental Assistance
Emergency Food Assistance
Housing and Homeless Assistance*

**Produced by
City Manager's Office
Office of Grant Development & Administration
15901 Fred Robinson Way, Bowie, MD 20176
PH: (301) 262-6200 FAX: (301) 809-2302 TYY/TDD: (301) 262-5013
www.cityofbowie.org**

EXECUTIVE SUMMARY

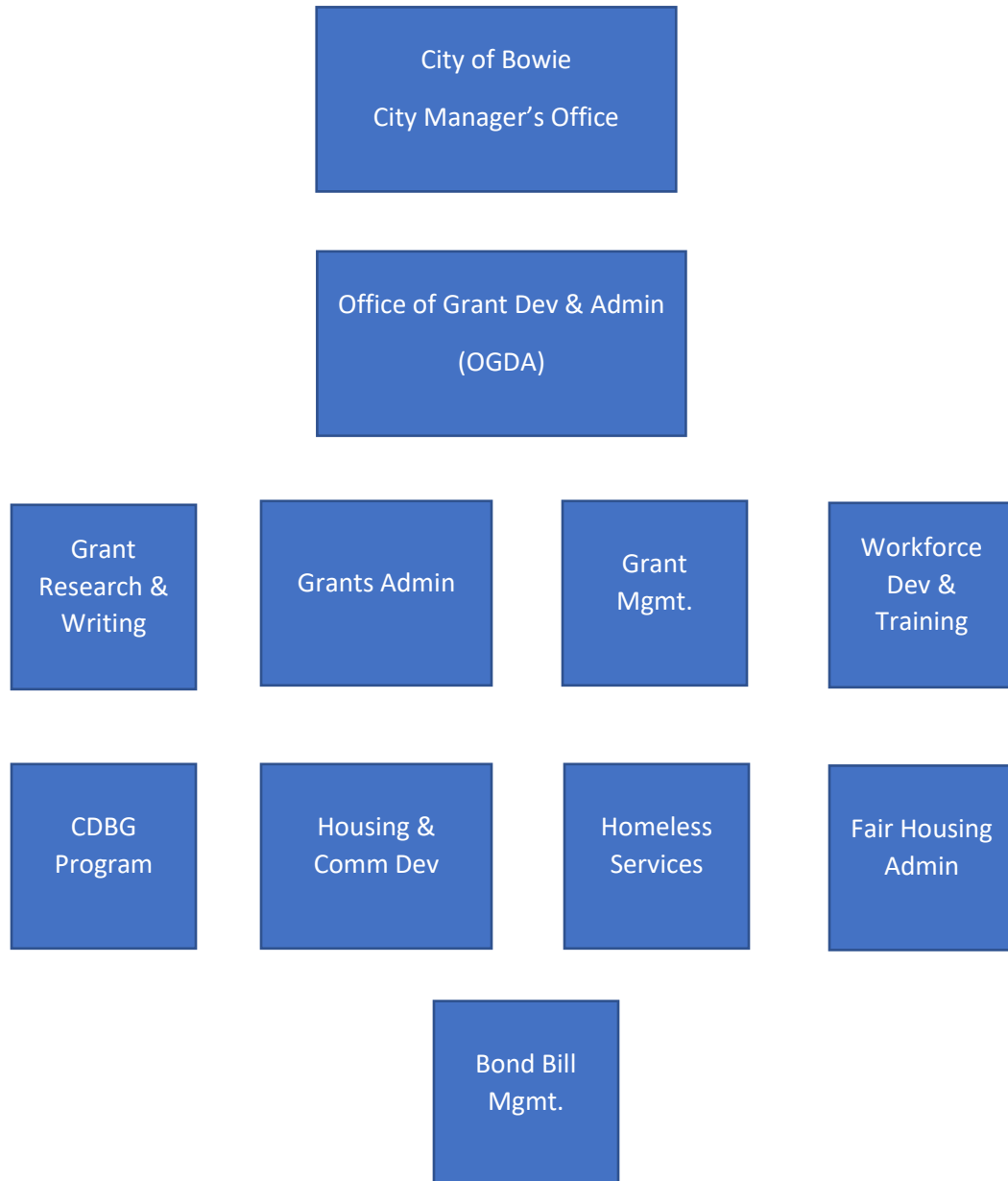
The City of Bowie's Consolidated Action Plan for Housing and Community Development, Fiscal year 2019-2023 analyzes housing, human services, and non-housing community development needs throughout the City, identifies and prioritizes community needs, and includes a strategy to address those needs. The Annual Action Plan reflects the City's goals and objectives for neighborhood revitalization, economic development, and human services based on a prioritization of needs as stated in the Consolidated Plan's Five Year Strategy. Economic development projects are designed to increase opportunities for employment, commerce, and home ownership. Human services activities address the health, safety and well-being of residents, especially the elderly and persons with special needs. The designated CDBG project area for FY2022 covers the Single Family Housing Rehabilitation Program, Fair Housing Training, Workforce Development Training, Emergency Food Assistance and Emergency Rental Assistance. CDBG funded activities for these projects meet the national objective of providing benefits to low and moderate-income persons.

The Annual Action Plan Fiscal Year 2022, developed with citizen participation, identified specific goals and objectives to meet local priority needs during the CDBG program year 22 (HUD FY21). The CDBG program supports annual improvements for low and moderate-income families throughout the City of Bowie.

The Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, requires the annual submission of performance reports by grant recipients on these Federal programs. The U.S. Department of Housing and Urban Development (HUD) reviews the Consolidated Annual Performance Evaluation Report (CAPER) For Fiscal Year 2021 based on the goals and strategies contained in the Annual Action Plan. The CAPER contains a narrative summary and evaluation of activities and expenditures made during the fiscal year 2021 in order to implement the City's overall community development strategy. As indicated in the Annual Action Plan Fiscal Year 2022, CDBG funded activities for program year-22 were to include the completion of planned activities for the new Single Family Housing Rehabilitation Program.

Finally, during program year 2022, the CDBG Entitlement of \$196,435 funds for the Single Family Housing Rehabilitation Program, Workforce Training, Fair Housing Activities and \$326,825 for COVID 19 Emergency Assistance Programs. Citywide community development activities are funded by other grants and municipal funds. Leveraging City government services and programs with private services has also created better coordination among service providers and improved delivery of those services to the residents of the City of Bowie.

CITY OF BOWIE
OFFICE OF GRANT DEVELOPMENT & ADMINISTRATION
OGDA MAJOR RESPONSIBILITIES AND FUNCTIONS



CITY OF BOWIE
OFFICE OF GRANT DEVELOPMENT & ADMINISTRATION
OGDA MAJOR RESPONSIBILITIES AND FUNCTIONS

Grants Administration

- Grant Research/Writing
- Grants Management
- Full Life-Cycle Grant Development & Administration
- Rules, Regulations, Statutes, and Laws
- Policies & Procedures
- Training

CDBG Program

- Administration
- Program Implementation & Management
- Community Outreach & Public Participation
- Financial Management
- Reporting
- Monitoring
- Audits

Housing and Community Development

- Housing Rehab Program
- Homeowner Down Payment Assistance Program
- Affordable Dwelling Unit Program (Multi-Family)
- Housing Referral Assistance
- Homeowner Displacement Assistance

Fair Housing Administration

- Information and Referral Services
- Updated HUD and State/Local/Nonprofit Resources
- Staff and Community Partner Training

Workforce Development & Training

- Workforce Development & Life Skills Training
- Workforce Training (Upskilling & Certifications)
- Workforce Job Referral, Placement, & Alignment
- Innovation & Entrepreneurship Training

Homeless Services

- PGC CoC/HSP
- Homeless Assistance Fund
- Homeless Services Responses (Mental Health, Commercial Facilities, Resident Inquiries, BPD/City)

Other Functions

- State Bond Bills
- Federal Grants/State Grants/Federal Earmarks

OGDA Committees for the City of Bowie

MWCOG Housing Directors Advisory Committee
MWCOG Human Services Policy Committee
MWCOG Regional Fair Housing Team: Analysis of Impediments to Fair Housing Study
(observer/data participant)
PGC Homeless Services Partnership (DSS)
PGC National Youth Homelessness Demonstration Project (DSS)
Employ Prince George's Youth Services Committee
PGC Housing Opportunities for All Work Group (DHCD)
City of Bowie Sustainability Work Group
City of Bowie Smart Cities Work Group
MD Efficient Grants Administration Council (md Governor's Grants Office)
MD Smart Growth Subcommittee (MD Sustainable Communities Action Plan)
Connected DMV Social Inclusion Work Group
Thompson Information Services Grants Editorial Advisory Board (National/International)
Grant Professionals Association (National)
National Grants Management Association (National)



U.S. Department of Housing and Urban Development
District of Columbia Office
820 First Street, NE
Washington, DC 20002-4205

f 2/18/19

FEB 11 2019

Mr. Jesse Buggs
Director
Office of Grant & Development & Administration
15901 Excalibur Road
Bowie, MD 20716

Dear Mr. Buggs:

We have completed the review and processing of the City's Request for Release of Funds (HUD 7015.15) submitted to the office on January 29, 2019. This request was submitted under the Federal Year 2018 Neighborhood Stabilization Program and the Community Development Block Grant Program(CDGB).

The City's Request for Release of Funds is approved, effective February 13, 2019 and the Notice of Removal of Grant Conditions for the grant is enclosed.

If there are any questions, please do not hesitate to contact me at (202) 275-9200, Ext 6266.

Sincerely,

A handwritten signature in dark ink, appearing to read "Michael D. Rose", is written over a horizontal line.

Michael D. Rose
Director
Office of Community Planning and Development
HUD District of Columbia Field Office

Enclosures
Notice of Removal of Grant Conditions



City of Bowie

15901 Excalibur Road
Bowie, Maryland 20716

January 9, 2019

Michael D. Rose, Director
Community Development and Planning Division, Region III
U.S. Department of Housing and Urban Development
820 First Street, N.E.
Washington, D.C. 20002-4205

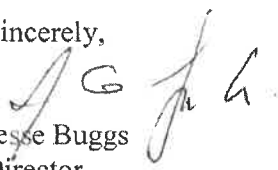
Re: City of Bowie's Request for Release of Funds

In accordance with HUD rules and statutes, the City of Bowie requests the release of funds for HUD FY18 (July 1, 2018 – June 30, 2022). The City placed a public notice in a local newspaper for two weeks (See enclosed "Notice of Intent to Request Release of Funds") and received no comments by the date indicated in the notice.

Enclosed are the requisite HUD forms (Request for Release of Funds and Certification) for the request. Please provide a copy of the fully executed documents.

If you require additional information, please contact me by email at jbuggs@cityofbowie.org, or by phone at (301) 809-3094.

Sincerely,


Jesse Buggs
Director

Office of Grant Development & Administration

Cc: Alfred D. Lott, City Manager
Vanessa Barnard, Sr. CPD Representative, HUD

Enclosures

NOTICE OF INTENT TO REQUEST RELEASE OF FUNDS

Date: May 6, 2021

The City of Bowie – City Managers Office
Office of Grant Development & Administration
15901 Excalibur Road
Bowie, Maryland 20716
301-809-3072

On or about May 26, 2021, the City of Bowie – Office of Grant Development & Administration will submit a request to the U. S. Department of Housing and Urban Development (HUD) for the release of the Coronavirus Aid, Relief and Economic Security (CARES) Act funding to undertake the following projects:

Emergency Rental Assistance Program: \$150,000 (Includes Program Management Fee)

Use: (1) Emergency Rental Assistance Fund for seniors, persons with disabilities, and families (especially those with children (prioritizing families with furloughed and/or terminated principal earners), and (2) Program Management/operation Fee

Project: Provide emergency rental assistance to eligible city residents who meet HUD income limit requirements. This program would prioritize seniors, disabled, veterans, and families where one or more principal household earners is furloughed or terminated from their employment.

EMERGENCY PPE AND RELATED SUPPLIES PROGRAM: \$9,962

Use: PPE for city operations in support of homeless services, city public engagement operations, and community outreach programs.

Project: Supply PPE and other materials for staff and volunteers engaged in activities to prevent, prepare for, and respond to coronavirus.

EMRGENCY FOOD AND SUPPLIES PROGRAM: \$50,000

Use: Food and related supplies (may include utilities and internet) for families & individuals in need.

Project: Provide funding to a non-profit entity (nonprofit), to distribute to persons/families in need, including the homeless, domestic violence victims, elderly, disabled, veterans, etc.

The project area for these programs is the entire corporate limits of the City of Bowie although it is HUD's policy to exclude homes in the 100 year floodplain. In the case of a building for residential use (with one to four units), the density is not increased beyond four units, the land use is not changed, and the footprint of the building is not increased in a floodplain or in a wetland, per 58.35(a)(3)(i). It is estimated that approximately 75 single family homes will be rehabilitated over the five year period.

The programs proposed are Categorical Excluded under HUD Regulations at 24 CFR Part 58 from the National Environmental Policy Act requirements. An Environmental Review record (ERR) that documents the environmental determinations for these projects is on file at the City of Bowie – Office of Grant Development and Administration, 15901 Excalibur Road, Bowie, Maryland 20716 and may be examined or copied weekdays from 8:30 a.m. to 5:00 p.m., or viewed online at www.cityofbowie.org. An environmental review strategy has been prepared and it has been determined that the remaining site-specific 24 CFR Section 58.5 and Section 58.6 requirements for the subject programs are: Flood Insurance, Contamination and Toxic Substances, Explosive and Flammable Hazards, Floodplain Management, Historic Preservation and Noise Abatement Control. Each site shall be reviewed against these factors, with compliance fully documented, before approving any specific grant. Site specific projects determined to exceed one or more of the environmental constraints established for the program will require a separate environmental review.

PUBLIC COMMENTS

Any individual, group or agency may submit written comments on the ERR to the City of Bowie – Office of Grant Development and Administration, 15901 Excalibur Road, Bowie, Maryland 20716. All comments received by May 25, 2021 will be considered by the City of Bowie prior to authorizing submission of a request for release of funds.

RELEASE OF FUNDS

The City of Bowie certifies to HUD that Alfred D. Lott in his capacity as City Manager for the City of Bowie consents to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to the environmental review process and that these responsibilities have been satisfied. HUD's approval of the certification satisfies its responsibilities under NEPA and related laws and authorities, and allows the City of Bowie to use Program funds.

OBJECTIONS TO RELEASE OF FUNDS

HUD will accept objections to its release of funds and the City of Bowie certification for a period of fifteen days following the anticipated submission date or its actual receipt of the request (whichever is later) only if they are on one of the following bases: (a) the certification was not executed by the Certifying Officer of the City of Bowie; (b) the City of Bowie has omitted a step or failed to make a decision or finding required by HUD regulations at 24 CFR Part 58; (c) the grant recipient or other participants in the development process have committed funds, incurred costs, or undertaken activities not authorized by 24 CFR Part 58 before approval of a release of funds by HUD or (d)

another Federal agency acting pursuant to 40 CFR Part 1504 has submitted a written finding that the project is unsatisfactory from the standpoint of environmental quality. Objections must be prepared and submitted in accordance with the required procedures (24 CFR Part 58) and shall be addressed to HUD Washington, D.C. Field Office, 820 First Street, N.E., Suite 300, Washington, D.C. 20002. Attention: Mr. Michael Rose, Director, Community Planning and Development Division. Potential objectors should contact HUD at 202-275-6266 or 410-209-6546, to verify the actual last day of the objection period.

Alfred D. Lott, City Manager

MEMORANDUM

To: City Council

From: Alfred D. Lott
City Manager

Subject: City of Bowie Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 (July 1, 2021 – June 30, 2022) HUD FY21 R-xx-xx

Date: October 7, 2022

The City of Bowie receives Community Development Block Grant (CDBG) funds from the US Department of Housing and Urban Development through an entitlement¹. The City of Bowie's *Consolidated Action Plan for Housing and Community Development, Fiscal Year 2019-2023* analyzes housing, human services, and non-housing community development needs throughout the City, identifies and prioritizes community needs, and includes a strategy to address those needs. The Annual Action Plan reflects the City's goals and objectives for neighborhood revitalization, economic development, and human services based on a prioritization of needs as stated in the Consolidated Plan's Five Year Strategy. Economic development projects are designed to increase opportunities for employment, commerce, and home ownership. Human services activities address the health, safety and well-being of residents, especially the elderly and persons with special needs. The designated CDBG project consists of single-family rehabilitation services for senior citizen residences citywide, and CDBG funded activities for these communities meet the national objective of providing benefits to low and moderate-income persons.

The *Consolidated Annual Performance and Evaluation Report (CAPER)*, developed with citizen participation, identified the extent to which the City has satisfied specific goals and objectives delineated in its Annual Action Plan for Fiscal Year 2020. The CDBG program supports the Single Family Housing Rehabilitation Program, Fair Housing Training and Workforce Development Training. Finally, during program year 2021, the CDBG Entitlement of \$196,435 and CARES ACT funding of \$116,863 was supplemented by administrative funding from the City. Citywide community development activities are funded by other grants and municipal funds. Leveraging city government funds, services, and programs, combined with private services, has enhanced

¹ CDBG funds are appropriated annually by the U.S. Congress and distributed on a formula basis to local jurisdictions. Municipalities are entitled to receive HUD funds directly when the City's population exceeds 50,000 residents.

coordination among service providers and improved the delivery of those services to the residents of the City of Bowie.

DISCUSSION: Staff has completed the production of the Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 as required by the U.S. Department of Housing and Urban Development (HUD). The report is attached.

RECOMMENDATIONS: We recommend that Council adopt Resolution R-xx-xx and authorize the CAPER to be sent to HUD.

AL/gj

Attachment:

The City of Bowie Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 (HUD FY21)



U.S. Department of Housing and Urban Development
District of Columbia Field Office
820 First Street N.E., Suite 300
Washington, DC 20002-4255

June 10, 2020

Mr. Alfred Lott
City Manager
Bowie, MD
15901 Excalibur Rd
Bowie, MD 20716

SUBJECT: CARES Act CDBG Grant Award

Dear Mr. Lott:

The HUD Washington DC, Field Office would like to thank you for your continued diligence in responding to the coronavirus crisis. The Coronavirus Aid, Relief and Economic Security (CARES) Act provides funding to enable your community to prevent, prepare for, and respond to coronavirus through providing quality subsidized housing and expanding economic opportunities for low-and moderate-income persons through Department of Housing and Urban Development (HUD) programs. The Grant Agreement attached for the supplemental program award is as follows:

Community Development Block Grant Program (CDBG-CV) - \$116,863

Transmittal of a Grant Agreement does not constitute approval of the activities described in your Annual Action Plan. The City is reminded that as the primary grantee, it will be responsible for ensuring that all grant funds are used in accordance with all program requirements. An executed Grant Agreement is a legally binding agreement.

CARES Act Provisions

The CARES Act awards follow the existing regulations for each program, with additional flexibilities and suspensions that have been provided by HUD as well as those that will be outlined in forthcoming applicable program Notices. Once program Notices are final, they will be transmitted to all grantees for use in administering each program and will also be published in the Federal Register.

The Chief Elected Official and/or designee should execute each attached grant agreement. Electronic signature and email submission of the agreement to the CPD Field Office is approved. After execution, please return a copy of the agreement to this office to the attention of Michael D. Rose, Director, Community Planning and Development. Please ensure the signatory signs the CDBG-CV grant agreement in the box directly across from the HUD CPD Director's signature. The local administering agency should maintain a copy of the grant agreement with the original signature in their program files on-site.

The City is reminded that these grants are subject to the provisions of 24 CFR Part 58 Environmental Review Procedures unless requirements are waived through the CARES Act. Funds for covered activities may not be obligated or expended until HUD has approved the release of funds. A request for release of funds (RROF) must be accompanied by an environmental certification, and until the RROF is approved and notification is received, no HUD funds should be committed. If the project or activity is exempt per 24 CFR 58.34 or categorically excluded (except in extraordinary circumstances), no RROF is required. Updated procedures are available at <https://www.hudexchange.info/news/office-of-environment-and-energy-guidance-in-response-to-covid-19/>.

Thank you for your efforts in supporting community needs in order to prevent, prepare for and respond to coronavirus, and we are available to assist you in accomplishing your programs goals. If there are any questions or a need for additional information, please do not hesitate to contact me at (202) 275-6266 or michael.d.rose@hud.gov.

Sincerely,

A handwritten signature in black ink that reads "Michael D. Rose". The signature is fluid and cursive, with the first name "Michael" and last name "Rose" clearly legible.

Michael D. Rose
Director
Office of Community Planning and Development
HUD Washington, DC Field Office

Enclosure

Funding Approval/Agreement

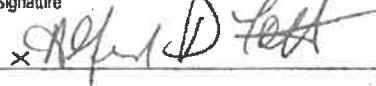
Title I of the Housing and Community
Development Act (Public Law 930383)
HI-00515R of 20515R

U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Community Development Block Grant Program

OMB Approval No. 2506-0193
exp 5/31/2018

1. Name of Grantee (as shown in item 5 of Standard Form 424) Bowie City, MD	3a. Grantee's 9-digit Tax ID Number 526019385	3b. Grantee's 9-digit DUNS Number 077792802
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) 15901 Excalibur Rd Bowie, MD 20716	4. Date use of funds may begin (03/27/2020)	
	5a. Project/Grant No. 1 B-20-MW-24-0001	6a. Amount Approved \$116,863
	5b. Project/Grant No. 2	6b. Amount Approved

Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name) Michael D. Rose		Grantee Name (Contractual Organization) Bowie City, MD	
Title Director, Community Planning and Development		Title City Manager	
Signature 	Date (mm/dd/yyyy) 6/10/20	Signature 	Date (mm/dd/yyyy) 6-10-2020
7. Category of Title I Assistance for this Funding Action: Entitlement, Sec 106(b)	8. Special Conditions (check one) ☐ None ☐ Attached	9a. Date HUD Received Submission (06/05/2020)	10. check one ☒ a. Orig. Funding Approval ☐ b. Amendment Amendment Number
		9b. Date Grantee Notified (06/10/2020)	
9c. Date of Start of Program Year (07/01/2020)			
11. Amount of Community Development Block Grant			
a. Funds Reserved for this Grantee		FY (2020)	
b. Funds now being Approved		\$116,863	
c. Reservation to be Cancelled (11a minus 11b)			
12a. Amount of Loan Guarantee Commitment now being Approved N/A		12b. Name and complete Address of Public Agency	
Loan Guarantee Acceptance Provisions for Designated Agencies: The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.		12c. Name of Authorized Official for Designated Public Agency	
		Title	
		Signature 	

HUD Accounting use Only

Batch	TAC	Program Y	A Reg	Area	Document No.	Project Number	Category	Amount	Effective Date (mm/dd/yyyy)	F
	153									
	176									
		Y				Project Number		Amount		
		Y				Project Number		Amount		
Date Entered PAS (mm/dd/yyyy)		Date Entered LOCS (mm/dd/yyyy)		Batch Number		Transaction Code		Entered By		Verified By



U.S. Department of Housing and Urban Development
District of Columbia Field Office
820 First Street N.E., Suite 300
Washington, DC 20002-4255

NOV 05 2021

A handwritten signature, possibly "F", is located in the top right corner of the page.

Mr. Alfred Lott
City Manager
15901 Fred Robinson Way
Bowie, MD 20716

SUBJECT: HUD's FY 2021 Community Planning and Development (CPD) Grant Award

Dear Mr. Lott:

The HUD Washington DC, Field Office would like to thank you for your continued partnership in providing quality affordable housing, a suitable living environment, and expanding economic opportunities for low-and moderate-income persons through HUD programs. Enclosed are the Grant Agreements for the following programs:

Community Development Block Grant Program (CDBG) - \$196,435

Transmittal of these Grant Agreements do not constitute approval of the activities described in your Consolidated/Annual Action Plan. The County is reminded that as the primary grantee, it will be responsible for ensuring that all grant funds are used in accordance with all program requirements. An executed Grant Agreement is a legally binding agreement between the U.S. Department of Housing and Urban Development and the City of Bowie, MD.

The County is also reminded that certain activities are subject to the provisions of 24 CFR Part 58 (**Environmental Review Procedures**). Funds for such activities may not be obligated or expended until HUD has approved the release of funds in writing. A request for release of funds (RROF) must be accompanied by an environmental certification, and until the RROF is approved and notification is received, no HUD funds should be committed. If the project or activity is exempt per 24 CFR 58.34 or categorically excluded (except in extraordinary circumstances), no RROF is required.

The Chief Elected Official and/or designee should execute each attached grant agreement. In response to COVID-19, electronic signature and email submission of the agreement to the HUD CPD Field Office is approved. After execution, please return a copy of each agreement to this office. Please ensure the signatory signs the grant agreement next to the signature line of the HUD CPD Director's signature. The local administering agency should also maintain a copy of each grant agreement with the original signature in their program files on-site.

For additional information and guidance on grant-based accounting, please refer to the HUD Exchange at: <https://www.hudexchange.info/manage-my-program/grant-based-accounting/>.

HUD congratulates the City of Bowie on its FY 2021 CPD grant award and we continue to look forward to working with the County in accomplishing its local goals. If there are any questions, please do not hesitate to contact me at (202) 275-6266 or michael.d.rose@hud.gov.

Sincerely,



Michael D. Rose
Director
Office of Community Planning and Development
HUD Washington, DC Field Office

Enclosures

Funding Approval/Agreement

Title I of the Housing and Community
Development Act (Public Law 930383)
HI-00515R of 20515R

U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Community Development Block Grant Program

OMB Approval No. 2506-0193
exp 5/31/2018

1. Name of Grantee (as shown in item 5 of Standard Form 424) Bowie City	3a. Grantee's 9-digit Tax ID Number 526019385	3b. Grantee's 9-digit DUNS Number 077792802
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) 15901 Fred Robinson Way Bowie, MD 20716	4. Date use of funds may begin (mm/dd/yyyy) 5a. Project/Grant No. 1 B-21-MC-24-0001 5b. Project/Grant No. 2	6a. Amount Approved \$196,435 6b. Amount Approved

Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name) Michael D. Rose	Grantee Name (Contractual Organization) Bowie City (City of Bowie)
Title Director, Community Planning and Development	Title City Manager
Signature X	Signature X [Signature] Date (mm/dd/yyyy) 11-8-2021

7. Category of Title I Assistance for this Funding Action: Entitlement, Sec 106(b)	8. Special Conditions (check one) ☐ None ☒ Attached	9a. Date HUD Received Submission (04/15/2021) 9b. Date Grantee Notified (11/05/2021) 9c. Date of Start of Program Year (07/01/2021)	10. check one ☒ a. Orig. Funding Approval ☐ b. Amendment Amendment Number
11. Amount of Community Development Block Grant a. Funds Reserved for this Grantee b. Funds now being Approved c. Reservation to be Cancelled (11a minus 11b)			

12a. Amount of Loan Guarantee Commitment now being Approved N/A	12b. Name and complete Address of Public Agency City of Bowie 2614 Kenhill Drive Bowie, MD 20715-
Loan Guarantee Acceptance Provisions for Designated Agencies: The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.	12c. Name of Authorized Official for Designated Public Agency Alfred D. Lott Title City Manager Signature X [Signature]

HUD Accounting use Only

Batch	TAC	Program Y	A	Reg	Area	Document No.	Project Number	Category	Amount	Effective Date (mm/dd/yyyy)	F
	153										
	176										
		Y					Project Number		Amount		
		Y					Project Number		Amount		
Date Entered PAS (mm/dd/yyyy)	Date Entered LOCCS (mm/dd/yyyy)	Batch Number	Transaction Code	Entered By	Verified By						

8. Special Conditions

- (a) The period of performance for the funding assistance specified in the Funding Approval ("Funding Assistance") shall begin on the date specified in item 4 and shall end on September 1, 2028. The Grantee shall not incur any obligations to be paid with such assistance after September 1, 2028.
- (b) The Recipient shall attach a schedule of its indirect cost rate(s) in the format set forth below to the executed Agreement that is returned to HUD. The Recipient shall provide HUD with a revised schedule when any change is made to the rate(s) described in the schedule. The schedule and any revisions HUD receives from the Recipient shall be incorporated herein and made a part of this Agreement, provided that the rate(s) described comply with 2 CFR part 200, subpart E.

<u>Administering Department/Agency</u>	<u>Indirect cost rate</u>	<u>Direct Cost Base</u>
<u>N/A</u>	<u>%</u>	<u></u>
<u></u>	<u>%</u>	<u></u>
<u></u>	<u>%</u>	<u></u>
<u></u>	<u>%</u>	<u></u>
<u></u>	<u>%</u>	<u></u>

Instructions: The Recipient must identify each agency or department of the Recipient that will carry out activities under the grant, the indirect cost rate applicable to each department/agency (including if the de minimis rate is used per 2 CFR §200.414(f)), and the type of direct cost base to which the rate will be applied (for example, Modified Total Direct Costs (MTDC)). Do not include indirect cost rates for subrecipients.

- (c) In addition to the conditions contained on form HUD 7082, the grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Dun and Bradstreet Data Universal Numbering System (DUNS); the System for Award Management (SAM.gov); the Federal Funding Accountability and Transparency Act as provided in 2 CFR part 25, Universal Identifier and General Contractor Registration; and 2 CFR part 170, Reporting Subaward and Executive Compensation Information.
- (d) The grantee shall ensure that no CDBG funds are used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a public use. For the purposes of this requirement, public use shall not be construed to include economic development that primarily benefits private entities. Any use of funds for mass transit, railroad, airport, seaport or

highway projects as well as utility projects which benefit or serve the general public (including energy-related, communication-related, water-related and wastewater-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfield as defined in the Small Business Liability Relief and Brownfields Revitalization Act (Public Law 107-118) shall be considered a public use for purposes of eminent domain.

- (e) The Grantee or unit of general local government that directly or indirectly receives CDBG funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Act.
- (f) E.O. 12372-Special Contract Condition - Notwithstanding any other provision of this agreement, no funds provided under this agreement may be obligated or expended for the planning or construction of water or sewer facilities until receipt of written notification from HUD of the release of funds on completion of the review procedures required under Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, and HUD's implementing regulations at 24 CFR Part 52. The recipient shall also complete the review procedures required under E.O. 12372 and 24 CFR Part 52 and receive written notification from HUD of the release of funds before obligating or expending any funds provided under this agreement for any new or revised activity for the planning or construction of water or sewer facilities not previously reviewed under E.O. 12372 and implementing regulations.
- (g) CDBG funds may not be provided to a for-profit entity pursuant to section 105(a)(17) of the Act unless such activity or project has been evaluated and selected in accordance with Appendix A to 24 CFR 570 - "Guidelines and Objectives for Evaluating Project Costs and Financial Requirements." (Source - P.L. 113-235, Consolidated and Further Continuing Appropriations Act, 2015, Division K, Title II, Community Development Fund).

City of Bowie
Community Development Block Grant Program
Notice of Public Hearing

In accordance with guidelines established by the U.S. Department of Housing and Urban Development (HUD), notice is hereby given that the City of Bowie, as an entitlement participant in the federal Community Development Block Grant (CDBG) Program, solicits public participation in the development of the Consolidated Annual Performance and Evaluation Report (CAPER) for fiscal year 2022. A Public Hearing will be held on Wednesday, September 28, 2022 at 7 p.m.

@ <https://bowie.fyi/bowiecaperpublichearing>

All City CDBG documents are posted on the City's website: www.cityofbowie.org under "Grants".

The Consolidated Annual Performance and Evaluation Report (CAPER) provides a yearly accounting of CDBG and other funds allocated towards the implementation of objectives outlined in the Five Year Strategy Plan, which is included in the Consolidated Plan for Community Development. The Five Year Strategy Plan identifies community needs and proposed solutions in the areas of Housing, Special Needs, Economic Development, and Non-Housing Community Development. The City's CDBG activities benefitted low income citizens through the City's Single Family Housing Rehabilitation Program, Fair Housing Training the Workforce Development Program, Emergency Rental Assistance and Emergency Food Assistance.

The "Draft Consolidated Annual Performance and Evaluation Report, FY 2022" will also be available for review on the City's website, and Bowie City Hall from September 20, 2022 – October 21, 2022.

For additional information, please call 301-809-3072.

Alfred D. Lott, City Manager

For Publication: Prince George's Post – September 2, 2022

MEMORANDUM

To: City Council

From: Alfred D. Lott
City Manager

Subject: City of Bowie Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 (July 1, 2021 – June 30, 2022) HUD FY21 R-xx-xx

Date: October 7, 2022

The City of Bowie receives Community Development Block Grant (CDBG) funds from the US Department of Housing and Urban Development through an entitlement¹. The City of Bowie's *Consolidated Action Plan for Housing and Community Development, Fiscal Year 2019-2023* analyzes housing, human services, and non-housing community development needs throughout the City, identifies and prioritizes community needs, and includes a strategy to address those needs. The Annual Action Plan reflects the City's goals and objectives for neighborhood revitalization, economic development, and human services based on a prioritization of needs as stated in the Consolidated Plan's Five Year Strategy. Economic development projects are designed to increase opportunities for employment, commerce, and home ownership. Human services activities address the health, safety and well-being of residents, especially the elderly and persons with special needs. The designated CDBG project consists of single-family rehabilitation services for senior citizen residences citywide, and CDBG funded activities for these communities meet the national objective of providing benefits to low and moderate-income persons.

The *Consolidated Annual Performance and Evaluation Report (CAPER)*, developed with citizen participation, identified the extent to which the City has satisfied specific goals and objectives delineated in its Annual Action Plan for Fiscal Year 2020. The CDBG program supports the Single Family Housing Rehabilitation Program, Fair Housing Training and Workforce Development Training. Finally, during program year 2021, the CDBG Entitlement of \$196,435 and CARES ACT funding of \$116,863 was supplemented by administrative funding from the City. Citywide community development activities are funded by other grants and municipal funds. Leveraging city government funds, services, and programs, combined with private services, has enhanced

¹ CDBG funds are appropriated annually by the U.S. Congress and distributed on a formula basis to local jurisdictions. Municipalities are entitled to receive HUD funds directly when the City's population exceeds 50,000 residents.

coordination among service providers and improved the delivery of those services to the residents of the City of Bowie.

DISCUSSION: Staff has completed the production of the Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 as required by the U.S. Department of Housing and Urban Development (HUD). The report is attached.

RECOMMENDATIONS: We recommend that Council adopt Resolution R-xx-xx and authorize the CAPER to be sent to HUD.

AL/gj

Attachment:

The City of Bowie Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 (HUD FY21)

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ADOPTING THE HOUSING AND COMMUNITY DEVELOPMENT
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
(CAPER) FOR FISCAL YEAR 2022 (HUD FY21)

WHEREAS, the City of Bowie (City), Maryland is entitled to receive annual Community Development Block Grant (CDBG) Program funds directly; and

WHEREAS, the City Council approved Resolution R-26-18 on May 7, 2018 adopting the City of Bowie Consolidated Plan for Housing and Community Development for Fiscal Years 2019-2023; and

WHEREAS, the Consolidated Plan for Housing and Community Development assessed and prioritized community needs; and

WHEREAS, the Consolidated Plan for Housing and Community Development includes the Five Year Strategic Plan listing annual objectives by which to address community needs; and

WHEREAS, as an Entitlement Community receiving federal CDBG funds, the City must annually adopt a Housing and Community Development Action Plan which specifies activities and funds anticipated to complete the annual objectives for a given fiscal year as stated in the Five Year Strategic Plan; and

WHEREAS, the CDBG Entitlement has allowed the City of Bowie to leverage additional funds that will assist in the implementation of the Five Year Strategic Plan; and

WHEREAS, the objectives outlined in the Annual Housing and Community Development Action Plan for Fiscal Year 2022 have been implemented using a multitude of resources including CDBG and municipal funds, as well as additional grants; and

WHEREAS, the actual activities and expenditures relating to the Annual Housing and Community Development Action Plan are to be reported annually in the Consolidated Annual Performance and Evaluation Report (CAPER); and

WHEREAS, CDBG funds have been expended in accordance to federal program regulations; and

WHEREAS, the Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 indicates that CDBG funds have provided for implementation activities for the Single Family Housing Rehabilitation Program, Fair Housing Activities, Workforce Development, in addition the COVID-19 CV Funds included: (Emergency Rental Assistance, Emergency Food Assistance and Personal Protective Equipment); and

WHEREAS, the Single Family Housing Rehabilitation Program, Fair Housing Activities, Workforce Development and COVID-19 CV activities have been approved by HUD for the Consolidated Planning period 2019-2023; and

WHEREAS, the requirements of the Citizen Participation Plan have been adhered to and that public participation in the development of CAPER for Fiscal Year 2022 has been solicited; and

NOW THEREFORE, BE IT RESOLVED that the Council of the City of Bowie does hereby approve the Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2022 attached as Attachment 1 to this Resolution; and

BE IT FURTHER RESOLVED that the City Manager is authorized to submit this report to the Department of Housing and Community Development for their review and approval.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on XXXXXXXX.

Timothy J. Adams
Mayor

ATTEST:

Awilda Hernandez, City Clerk

AL/gj/adf

Strategic Plan

FY22

Strategic Plan Overview

The Strategic Plan outlines Bowie's priority needs, anticipated resources, and ultimate goals for its federal funding allocation. The City has identified a variety of community needs including:

- § Housing rehabilitation
- § Workforce training, particularly for young males
- § Additional fair housing education
- § Affordable housing
- § Emergency assistance (home repairs, rental assistance, etc.)
- § Water and sewer infrastructure

Increasing housing prices and the aging population are projected to continue into the near future. Based on these conditions and given limited resources, the City has opted to invest in three projects for the duration of the Five-Year Plan: a single family, owner-occupied residential rehabilitation program, fair housing activities, and workforce training and job placement. The first will be Single Family, Owner-Occupied, Residential Housing Rehab Program (with HUD income qualification requirements) that prioritizes senior citizens, disabled residents, teachers, first responders and veterans for the next year. The second project will be a program to help educate residents, businesses, property owners and others about fair housing practices and requirements. The third project will be to undertake a Workforce Training and Job Placement Program.

The Bowie City Manager's Office (OGDA) will be the administering agency and will continue to work with County agencies, private developers and non-profit groups to effectively administer the program. The City Manager's Office will also be in charge of monitoring the use of funds.

This section contains additional information about the proposed City programs and how they meet the needs of the community, how they will help to overcome obstacles to fair and affordable housing, and how they fit into the City's larger anti-poverty and homelessness strategies.

SINGLE FAMILY HOUSING REHAB PROGRAM SUMMARY

The Single Family Housing Rehabilitation Program is a federally funded grant program that provides financial assistance to single family homeowners with limited financial means. The purpose of the grant is to provide energy efficiency related upgrades and repairs to correct hazardous conditions, eliminate safety hazards, repair or replace major systems, correct interior and exterior deficiencies, energy improvements, modifications for persons with disabilities and eliminate lead based paint hazards. The maximum grant fund per household is \$10,000.

The goals of the program are consistent with the Federal Department of Housing and Urban Development's goals for the Energy Star Program which are as follows:

1. Help homeowners make energy efficiency related improvements to their homes.
2. Reduce home operating cost.
3. Reduce health hazards
4. Improve indoor air quality
5. Increasing comfort.
6. Increasing property value
7. Improving outlook on life

Eligible Improvements

- | | |
|------------------|-----------------|
| 1. Roofing | 6. Appliances |
| 2. Siding | 7. ADA Installs |
| 3. Insulation | 8. Electrical |
| 4. Windows/Doors | 9. Plumbing |
| 5. HVAC Systems | |

FISCAL YEAR 2022 ACCOMPLISHMENTS

1. Completed the single family housing rehab program design and application process.
2. Completed RFP for energy audit firm and awarded contract.
3. Completed RFP for construction and lead based paint inspection firm and awarded contract.
4. Approved twelve (15) new residents to participate in the single family housing rehab program.
5. Completed eleven(10) rehab projects.
6. Begin implementation process for new applicants. (ie. kickoff meeting, environmental reviews).
7. Completed IDIS entries for new projects.
8. Completed IDIS drawdowns for completed projects.

SINGLE FAMILY HOUSING

Rehabilitation Program

Grant program funded by the U.S. Department of Housing and Urban Development (HUD).

The goals of this program are consistent with HUD's policies and its goals for the Energy Star Program, which are as follows:

- 1) *help homeowners make energy efficiency related improvements to their homes*
- 2) *reduce home operating costs*
- 3) *reduce health hazards*
- 4) *improve indoor air quality*
- 5) *improve mobility.*

For an application or more information contact:

CITY OF BOWIE OFFICE OF GRANT DEVELOPMENT AND ADMINISTRATION

15901 Excalibur Road
Bowie, Maryland 20716
Phone: 301-809-3051
Fax: 301-809-2302
bowiehsg@cityofbowie.org



LET US HELP MAKE YOUR HOME HEALTHY AND SAFE

Eligible Bowie homeowners may receive grants of up to \$10K to make energy efficiency and safety related improvements to their homes.



Eligible Applicants must:

- Be a legal owner of property within City limits
- Have a household income limit at or below the following:

FAMILY SIZE	INCOME LIMIT
1 Person	\$57,650
2 Persons	\$65,850
3 Persons	\$74,100

The maximum grant funding per household is \$10,000. Prior grant recipients are ineligible to apply.

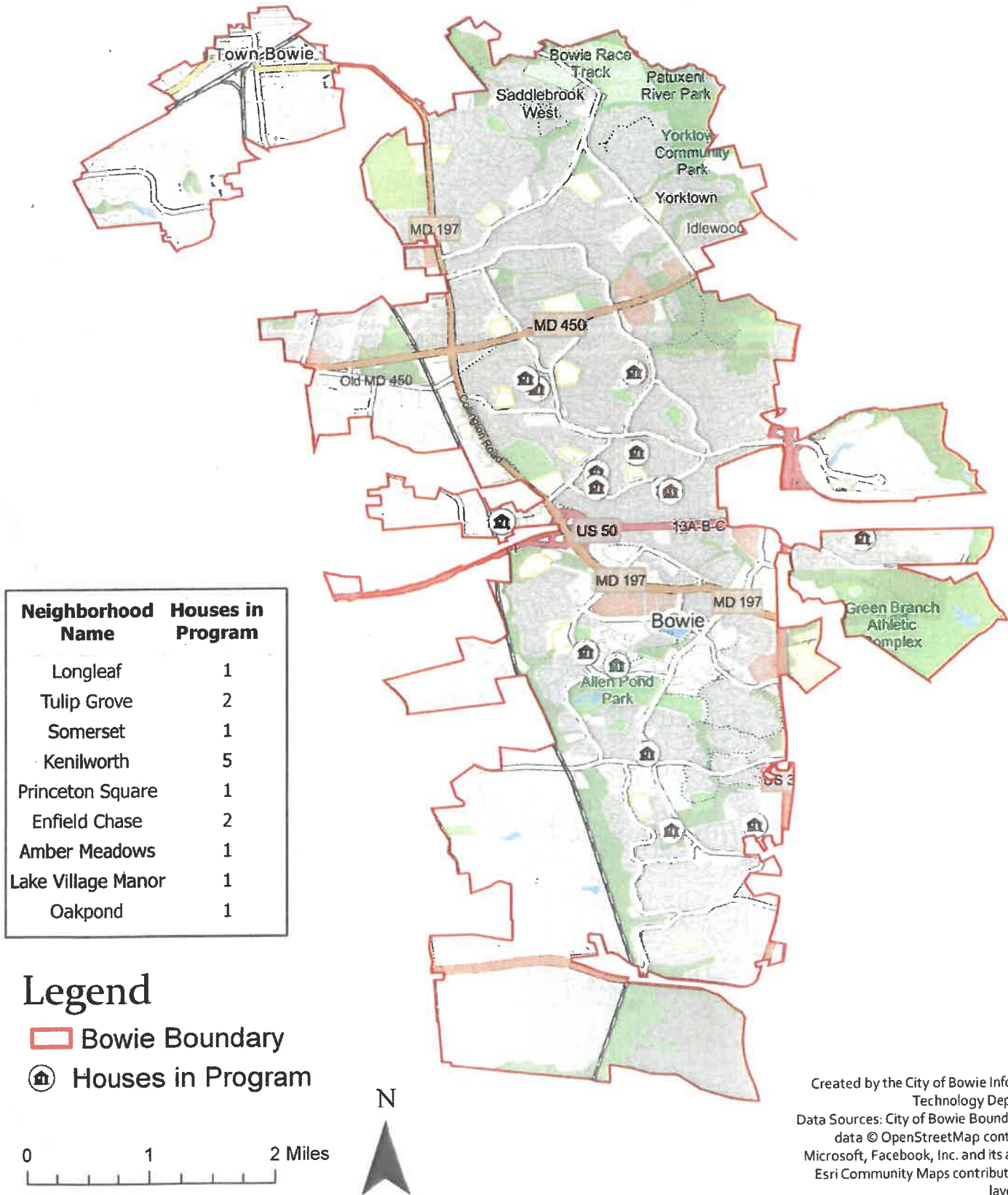
(Additional State and Federal requirements apply)

Eligible Improvements

- Roofing
- Siding
- Insulation
- Windows/Doors
- HVAC Systems
- Energy Star Appliances
- Mobility Installations
- Electrical Upgrades
- Plumbing Repairs

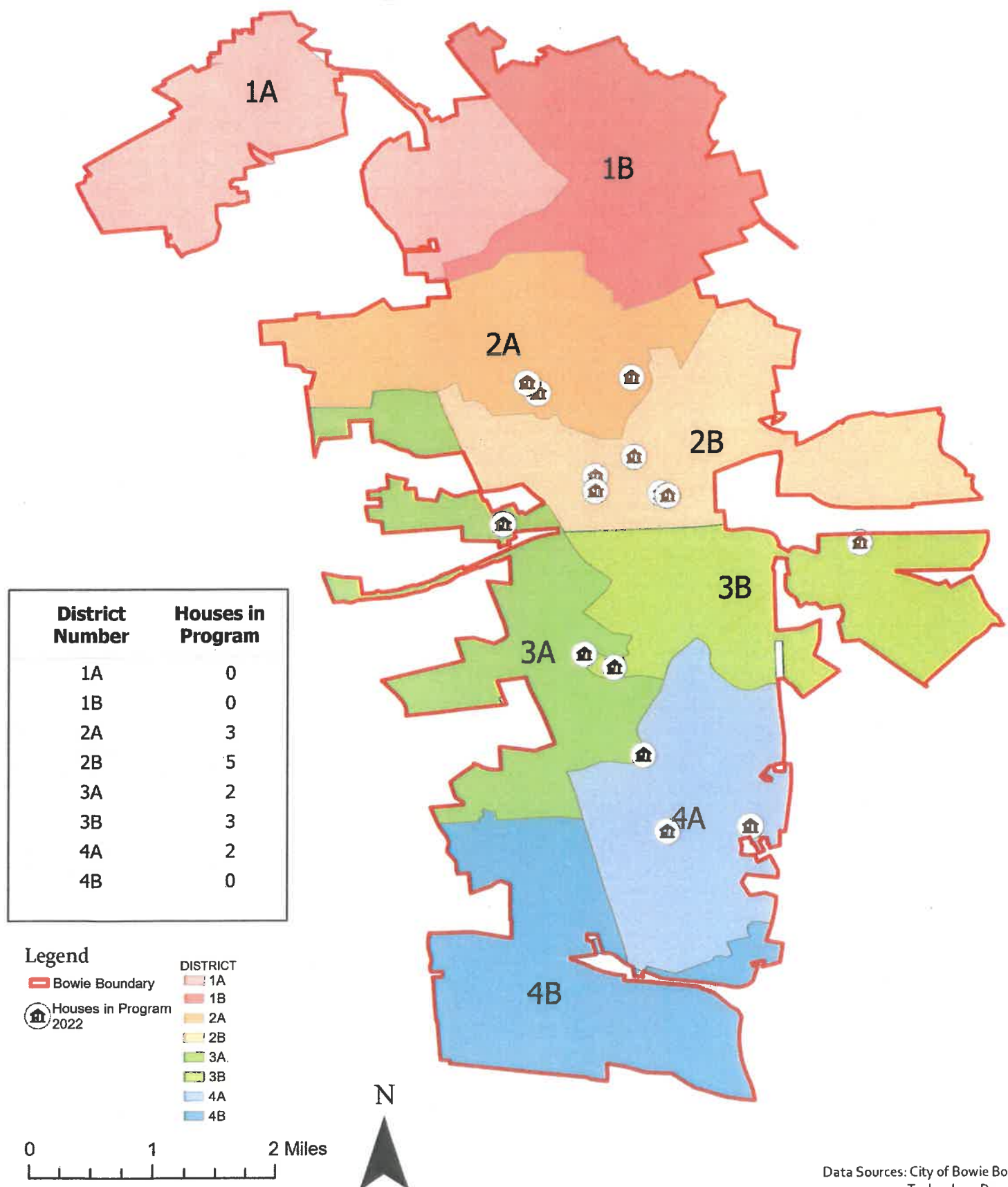


City of Bowie Single Family Housing Rehab Program Round 5





CITY OF BOWIE SINGLE Family Housing Rehab Program Round 5





CITY OF BOWIE

SINGLE FAMILY HOUSING REHAB PROGRAM

FY 23 GRANT RECIPIENTS

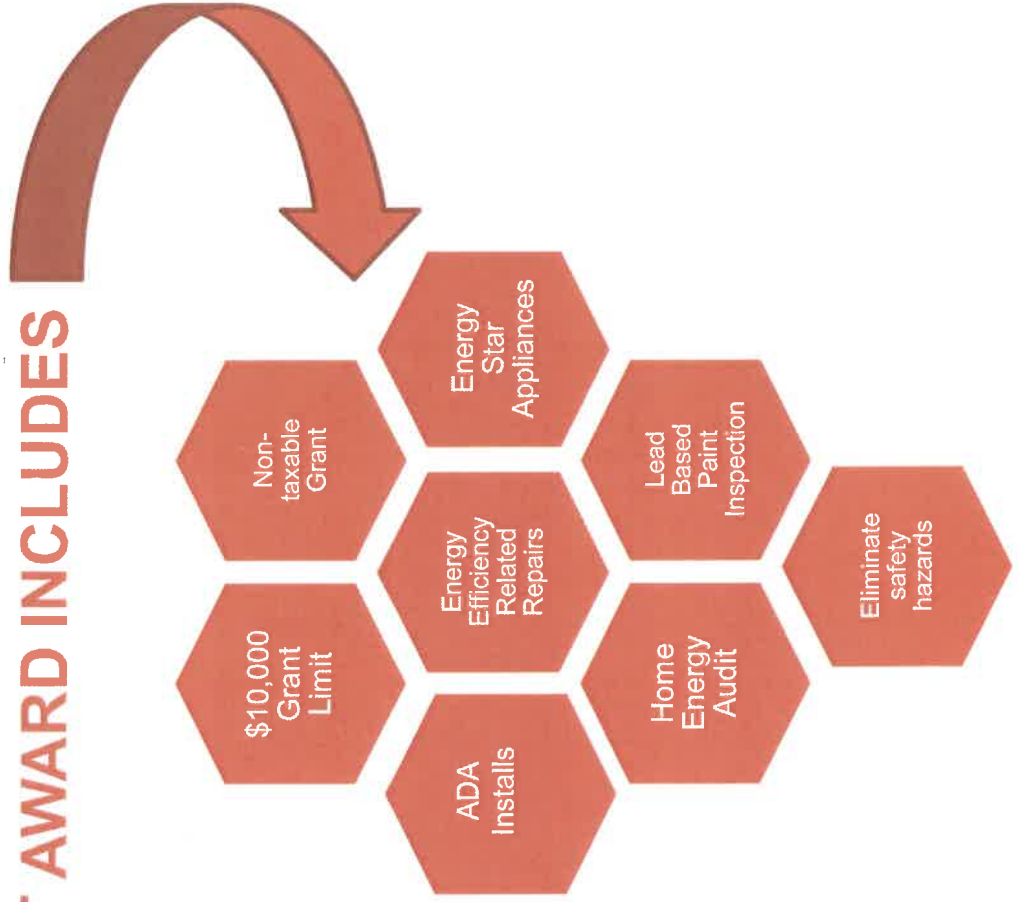
KICK OFF MEETING

September 1, 2022

**PRESENTED BY THE CITY MANAGER'S DEPARTMENT
OFFICE OF GRANT DEVELOPMENT & ADMINISTRATION**

CONGRATULATIONS

YOUR GRANT AWARD INCLUDES



PROGRAM GOALS

The purpose of this federally funded grant is to provide energy efficiency related upgrades and repairs to correct hazardous conditions, eliminate safety hazards, repair or replace major systems, correct interior and exterior deficiencies, energy improvements, modifications for persons with disabilities and eliminate lead based paint hazards.

**Assist homeowners
with energy efficiency
repairs**

**Reduce home
operating costs**

**Reduce health
hazards**

**Improve indoor air
quality**

**Assist with mobility
challenges**

**Increase home
comfortability**



ELIGIBILITY CRITERIA



INCOME GUIDELINES

- Must be a low/mod income family
- Total house income cannot exceed 80% of the median family income

OWNERSHIP

- Owner occupied
- No outstanding liens
- Non foreclosure status
- Primary residence
- Repairs requested are not part of any City Housing Code compliance violation

ELIGIBLE REPAIRS



➤ Roofing

➤ Exterior Siding

➤ Attic Insulation

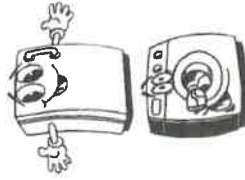
➤ Windows/Doors

➤ Electrical Upgrades

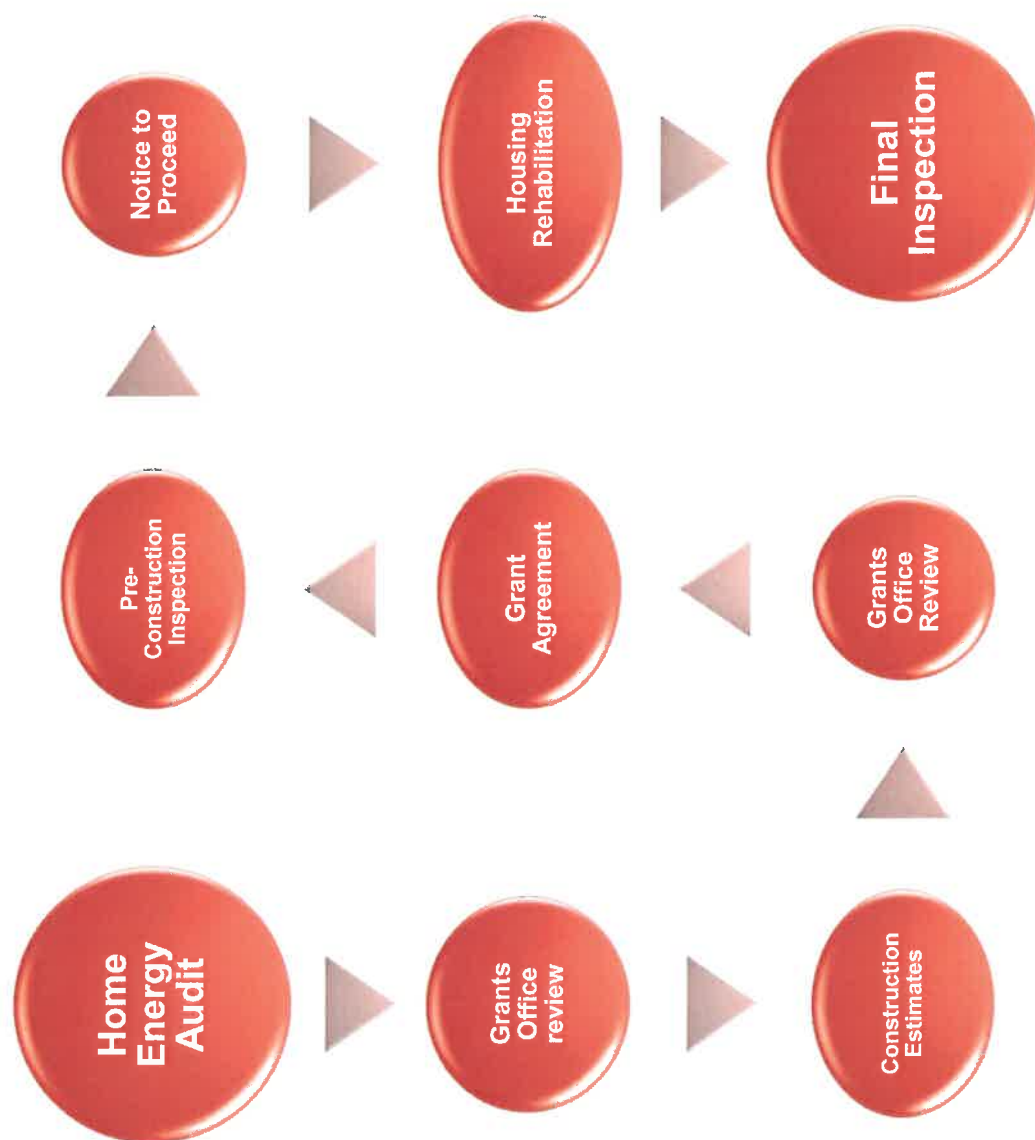
➤ Energy Star Appliances

➤ HVAC Systems

➤ Plumbing Repairs



GRANT PROCESS



PROJECT COMPLETION

ESSENTIAL COMPLETION REQUIREMENTS

- Call for final inspection
- WSSC/BGE Inspections
- Homeowner & Construction Inspector Sign-off

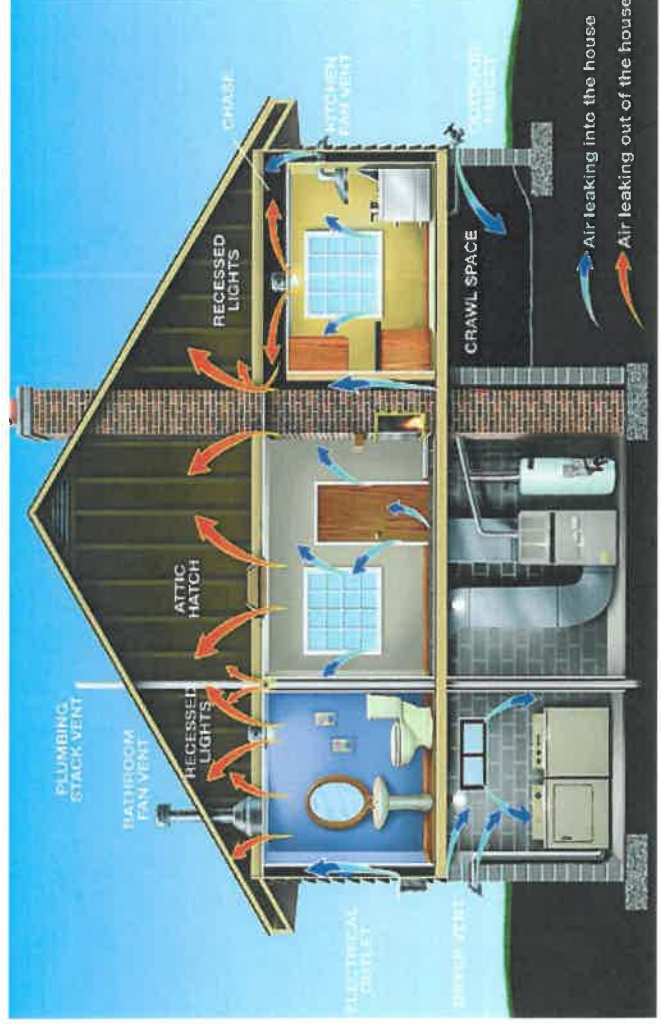
KEEP YOUR PAPERWORK

- Record retention
- 24 Month utility bills

HOME ENERGY AUDIT

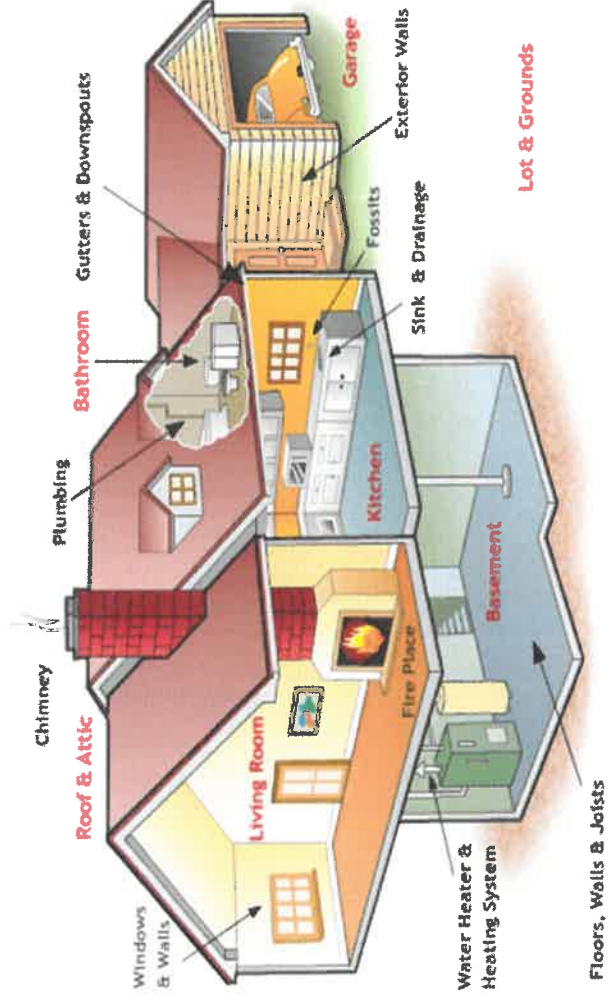


- Mandatory Requirement
- Provided by City of Bowie Contractor
- Go Green Incentive



CONSTRUCTION INSPECTION

- Mandatory Requirement
- Pre & Post Construction Inspections
- Provided by City of Bowie Contractor
- East Coast Building Consultants



PAYMENTS

CITY OF BOWIE RESPONSIBILITIES

- The City of Bowie will directly pay all contractors and retail outlets
- The City of Bowie will make down payments and final payments
- All checks for payment to contractors must be picked up in person

GRANTEE RESPONSIBILITIES

- The homeowner is responsible for all payments that exceed the \$10,000 grant limit
- Asset verification is required for grant budgets that exceed \$10,000
- Payment plans are not allowed

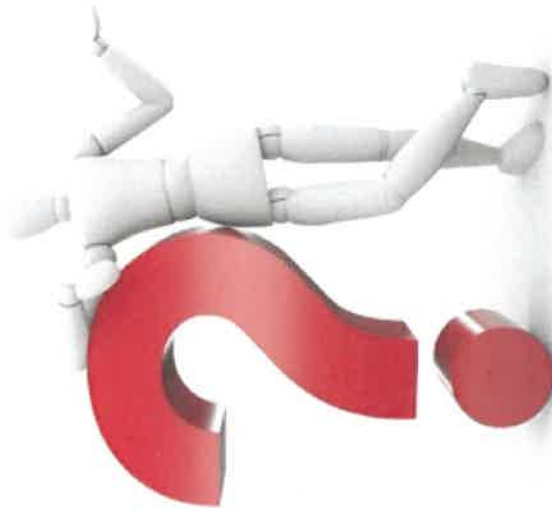


ESSENTIALS

- Grant Agreement
- Five year ownership period
- Utility bills
- Home accessibility
- Three written estimates DO NOT GET THEM NOW
- Completed application



QUESTIONS



City of Bowie

Emergency Food Assistance Program for COVID Relief (EFAP)

August – November, 2021

Following the City's successful 2020 CARES Act COVID relief programs, the City of Bowie received \$209,962 in Community Development Block Grant funding for the third round, CDBG-CV-3 in 2021. After reviewing the 2020 programs, OGDA allocated \$50,000 of those funds for food relief and \$9,962 to purchase additional PPE for programs and outreach. Based on the lessons learned during the 2020 program, OGDA staff elected to distribute food via single site, the Kenhill Center, a centrally located city property which ensured access to bathrooms and cooling stations for volunteers. OGDA recruited volunteers from a variety of sources, mostly successfully from Bowie High School, PGCPs, students, who responded enthusiastically to all volunteer opportunities. In total, fifty-four Bowie residents volunteered with the EFAP in some capacity, with many attending multiple events.

Food was ordered from a wholesale vendor, delivered and stored at the Kenhill Center, and volunteers attended multiple sorting events to break down pallets into individual bags of groceries consisting of supplies for three meals, including a breakfast, lunch, and dinner option (e.g. pancake mix with syrup, peanut butter and jelly, and spaghetti noodles with sauce.) All volunteers were provided with PPE, including gloves, masks, hand sanitizer and reflective safety vests as needed. All volunteers were also given a t-shirt to identify them and served lunch. In total, fifty-four Bowie residents volunteered to support the 2021 EFAP in some capacity, with many attending multiple events. All volunteers who needed service hours verified were provided with the relevant forms.

With the support of Bowie's Department of Community Services and the Bowie Police Department, OGDA hosted food distribution events at the Kenhill Center on the following dates:

Saturday, August 7, 2022

Saturday, August 14, 2022

Saturday, August 21, 2022

Saturday, August 28, 2022

Saturday, November 6, 2022

Saturday, November 13, 2022

Events were publicized to the public via mailings to the faith community, flyers at community centers and libraries, and posts on the City's social media accounts and e-Newsletter. Events were set up for vehicles to drive through. Residency was checked via ID or a piece of mail with a City address, and all recipients completed a brief form to collect demographic information. Volunteers then loaded groceries into residents' vehicles. Groceries were distributed at a rate of 1 bag per household member.

During the 2021 program, across six events the City distributed 2,043 bags of food to 529 households representing 2,004 Bowie residents. This was an increase across all metrics from the 2020 events, reaching more households and supporting more residents in need. The program ended with some bags

remaining after six events, which were donated to the Bowie Interfaith Food Pantry. Any remaining funds that were not expended for food relief were rolled into the City's rental assistance program.

2021 Event #1, August 7, 2021

Location: Kenhill Center

Households served: 83

Total residents served: 324

Bags distributed: 333

Volunteers: 14

2021 Event #2, August 14, 2021

Location: Kenhill Center

Households served: 87

Total residents served: 341

Bags distributed: 329

Volunteers: 14

2021 Event #3, August 21, 2021

Location: Kenhill Center

Households served: 98

Total residents served: 380

Bags distributed: 391

Volunteers: 25

2021 Event #4, August 28, 2021

Location: Kenhill Center

Households served: 87

Total residents served: 314

Bags distributed: 344

Volunteers: 25

Event #5, November 6, 2021

Location: Kenhill Center

Households served: 88

Total residents served: 328

Bags distributed: 317

Volunteers: 16

Event #6, November 13, 2021

Location: Kenhill Center

Households served: 86

Total residents served: 315

Bags distributed: 329

Volunteers: 15

Overall 2021 Program Results:

Total events: 6

Total households: 529

Total residents served: 2,004

Total number of bags distributed: 2,043

Total Volunteers: 54 unique

City of Bowie COVID-19 Relief Program

Emergency Food Assistance Program

Grant program funded by the U.S. Department of Housing and Urban Development (HUD).

The Coronavirus Aid, Relief and Economic Security Act (CARES Act) makes available \$5 billion in supplemental Community Development Block Grant (CDBG) funding for grants to prevent, prepare for, and respond to coronavirus (CDBG-CV grants). Additionally, the CARES Act provides CDBG grantees with flexibilities that make it easier to use CDBG-CV grants and fiscal years 2019, 2020, and 2021 CDBG Grants for coronavirus response, and authorizes HUD to grant waivers and alternative requirements.

For more information contact:

CITY OF BOWIE OFFICE OF GRANT DEVELOPMENT AND ADMINISTRATION

15901 Excalibur Road
Bowie, Maryland 20716
cobcares@cityofbowie.org
cityofbowie.org/cobcares



CITY OF BOWIE TO DISTRIBUTE FOOD TO RESIDENTS (Drive-Through Event)

Using a portion of emergency relief funds from the CARES Act, the City of Bowie will provide Emergency Food Assistance in the form of non-perishable groceries to residents whose income has been affected by the Covid-19 public health crisis. Groceries will be distributed via drive-thru events, residents will need to prove Bowie residency by providing ID or mail.



Distribution Dates and Locations (10am-2pm or while supplies last):

- Saturday, August 7, 2021
- Saturday, August 14, 2021
- Saturday, August 21, 2021
- Saturday, August 28, 2021
- **Groceries will be distributed at the Kenhill Center, 2614 Kenhill Dr. Bowie, MD 20715**

Target Groups:

- Seniors
- Disabled residents
- Veterans
- Households which have had one or more earners furloughed or lost employment

This Program is for CITY RESIDENTS ONLY. For questions or to volunteer with this program, please contact cobcares@cityofbowie.org or sign up at bowie.fyi/BowieFoodVolunteers2021

City of Bowie COVID-19 Relief Program

Emergency Food Assistance Program

Grant program funded by the U.S. Department of Housing and Urban Development (HUD).

The Coronavirus Aid, Relief and Economic Security Act (CARES Act) makes available \$5 billion in supplemental Community Development Block Grant (CDBG) funding for grants to prevent, prepare for, and respond to coronavirus (CDBG-CV grants). Additionally, the CARES Act provides CDBG grantees with flexibilities that make it easier to use CDBG-CV grants and fiscal years 2019, 2020, and 2021 CDBG Grants for coronavirus response, and authorizes HUD to grant waivers and alternative requirements.

For more information contact:

**CITY OF BOWIE
OFFICE OF GRANT
DEVELOPMENT AND
ADMINISTRATION**

15901 Fred Robinson Way
Bowie, Maryland 20716
cobcares@cityofbowie.org
cityofbowie.org/cobcares



CITY OF BOWIE TO DISTRIBUTE FOOD TO RESIDENTS (Drive-Through Events)

Using a portion of emergency relief funds from the CARES Act, the City of Bowie will provide Emergency Food Assistance in the form of non-perishable groceries to residents whose income has been affected by the Covid-19 public health crisis. Groceries will be distributed via drive-thru events, residents will need to prove Bowie residency by providing ID or mail.



Distribution Dates and Locations
(10am-2pm or while supplies last):

- Saturday, November 6, 2021
- Saturday, November 13, 2021

Target Groups:

- Seniors
- Disabled residents
- Veterans
- Households which have had one or more earners furloughed or lost employment

Groceries will be distributed at the Kenhill Center, 2614 Kenhill Dr. Bowie, MD 20715

This Program is for CITY RESIDENTS ONLY. For questions or to volunteer with this program, please contact cobcares@cityofbowie.org or sign up at

bowie.fyi/BowieFoodVolunteers2021

City of Bowie Fair Housing Activities

Program Summary, FY July 1, 2021 – June 30, 2022

The City of Bowie holds fair housing trainings periodically for City of Bowie and Prince George's County staff, other municipalities, and nonprofit partners, as well as interested members of the public. The City invites code officers and planning department staff from multiple municipalities in the county, as well as Bowie property managers, homeowner's associations, faith-based communities, and whoever else may be interested.

The City invites speakers that are experts in the subject matter. Past speakers have included the general counsel for the Maryland Commission on Civil Rights (MCCR), Glendora Hughes, Esq., and Dr. Kris Marsh, of the sociology department at the University of Maryland, and Manuel Ochoa of the Ochoa Urban Collaborative. The trainings are publicized via the City's social media, website, flyers posted at locations around the City such as libraries and recreation centers, and sent out via mail to property managers, homeowner's associations, faith-based communities, other municipal governments, and partners.

During the pandemic, the City has shifted to holding webinars via Zoom as opposed to in-person lectures. Bowie has also made available on the City website a presentation created by Glendora Hughes of MCCR on what fair housing is, the legislative history of it nationally and in the State of Maryland, and real-life examples of fair housing violations that her office had handled for Maryland residents. A presentation by Dr. Kris Marsh on implicit bias was also posted on the website. That material was publicized to all City staff, County employees, and surrounding municipal governments, and is available on the City's website: <https://www.cityofbowie.org/fairhousing>.

During Fair Housing Month, on Wednesday, April 20, 2022, the City hosted an online presentation by Manuel Ochoa of the Ochoa Urban Collective on Fair Housing laws, rights, and organizations that can assist with fair housing violations. The presentation was publicized to the same entities as above, as well as the Bowie faith community and other nonprofit organizations. Thirty people attended the online training, including City and County staff and interested members of the public.

The City also provides information about fair housing on an on-going basis. The City website includes a section about fair housing and links to further information and reading. The Office of Grant Development and Administration (OGDA) responds to resident inquiries about fair housing and directs them to the appropriate services or authorities.

A complete document containing all fair housing activities, including presentations, hand-outs, speaker and contractor information, and advertising, can be viewed here: <https://www.cityofbowie.org/Archive.aspx?AMID=46>.



City of Bowie

2022 Virtual Fair Housing Symposium

The City's Office of Grant Development & Administration and the Maryland Department of Housing and Community Development (Fair Housing & Equal Opportunity Office) asks you to join us as we celebrate the 54th Anniversary of the Fair Housing Act for the 2022 Fair Housing Symposium.

The Fair Housing presentation will take place online via Zoom. Additional resources will be made available on the City's website at www.cityofbowie.org/fairhousing. April is National Fair Housing month and the City joins the nation in this celebration of equal housing opportunities for all.

Fair Housing Symposium

WHEN: Wednesday, April 20, 10 am

WHERE: Zoom Meeting

REGISTER: <http://bowie.fyi/2022fairhousing>

CONTACT: Kay Starr, program coordinator, at bowiehsg@cityofbowie.org or 301-809-3009.

Who Should Attend the Presentation: Code Enforcement Officers, Law Enforcement Officers, City and County employees, realtors, property management firms, homeowner associations, and all persons interested in housing protections and affordability for veterans, persons with disabilities, families, and others, including any resident interested in learning more about Fair Housing laws and protections.

Presentation by Manuel Ochoa of Ochoa Urban Collaborative

<https://www.ochoaurbancollaborative.com/>

Manuel T. Ochoa has over 25 years' experience in urban planning, housing, and community development. Manuel is principal and founder of the Ochoa Urban Collaborative. Before founding Ochoa Urban Collaborative, Ochoa has been a leader in community and economic development with a unique mix of experience in federal and local government, as well as national non-profits. Manuel assisted in the development of the 2020-2025 PGC/Bowie AI and is a consultant on the MWCOC Regional AI team.

Fair Housing Act

The Fair Housing Act became law under Title VIII of the Civil Rights Act of 1968, as amended, and signed by President Lyndon Johnson. The Act prohibits discrimination in housing because of religion, disability, gender, national origin, race or color, or familial status. The City of Bowie's Office of Grant Development & Administration will host educational activities related to the rights and obligations under the Act for tenants, landlords and others, including code enforcement officers, public housing authorities, businesses, real estate companies, homeowner associations, and property management firms.

City of Bowie Workforce Development Program

Program Summary, January - May, 2022

The City of Bowie hosted the third annual Workforce Development Program in spring 2022 for Bowie residents aged 15 – 25 years. The program trained residents in the life skills that would make them effective job-seekers and employees, such as time and financial management, effective communication, stress management, budgeting, and relationship building. The program also included a component to introduce participants to various careers paths in Science, Technology, Engineering, and Math (STEM) focused industries. Finally, the program covered innovation and entrepreneurship for residents interested in opening their own businesses. Finally, the program included a field trip to the University of Maryland campus to observe a variety of maker labs, 3-D printing labs, and the non-profit accelerator to give participants an idea of the opportunities available to them.

To ensure the health and safety of all participants, and to make the course as accessible as possible, all sessions were hosted online via Zoom. All session recordings were made available on the program website, www.cityofbowie.org/worktraining, and the City's Youtube channel.

The Office of Grants Development and Administration (OGDA) publicized the program through various channels: the City's Social Media accounts, public access cable channel, flyering at open retail locations around Bowie, reaching out to administrators at Bowie middle and high schools, faith community leaders, and attending a virtual PTA meeting to present on the program.

OGDA staff recruited partners and contractors to present program materials; staff from Bowie Youth & Family Services presented the "Life Skills" curriculum, created by Gilbert J. Botkin, PhD. Contractor Patriots Tech Training LLC was selected to present on the STEM careers and industries, electing to discuss IT & cybersecurity, healthcare, emerging computer-based industries including eSports and 3-D printing, and engineering fields, in consultation with OGDA staff.

Sixty-two residents applied to participate in the 2022 program. OGDA staff conducted online and/or phone intake interviews with each responsive applicant to determine their goals for the program and current career plans. Following the interview process, twenty-five youth aged 15 – 17 and twenty-three adult residents aged 18 – 25 elected to participate, for a total of forty-eight participants. The 2022 included two modules: Module 1, which included four sessions on Life Skills and STEM careers, and Module 2, two sessions covering Innovation and Entrepreneurship, with a focus on emerging industries and technologies.

Youth and adult participants met for two hours on Zoom during Tuesday and Thursday evenings, respectively, starting on March 15, 2022, for a total of four weeks of classes in Module 1. The first hour was presented by staff from Bowie Youth and Family Services on the Life Skills curriculum. The second hour was presented by speakers from Patriots TTC, covering a different STEM industry. OGDA staff made all subsequent Life Skills and STEM presentations available on the program website, at <https://www.cityofbowie.org/worktraining>, as well as supplementary materials.

The second module on innovation and entrepreneurship was slightly shorter, again presenting on Tuesday and Thursday evenings, starting May 3, 2022 for two weeks for each cohort. Again, recordings of all sessions were made available to all participants.

Participants were considered to have completed the program if they attended 3/4ths of all presentations live on Zoom. Participants who did not meet this attendance standard were offered the opportunity to be considered graduates if they viewed the recorded sessions they had missed and submitted a brief questionnaire assessing what they learned during the course and what areas they felt could be improved. Each graduate was mailed a graduation gift and a certificate of completion. Fourteen participants from the youth cohort and seven from the adult cohort met the standards for graduation, a total of twenty-one graduates of the Spring 2021 program.

A document containing the complete Workforce Development Program Curriculum, including all presentations, hand-outs, speaker and contractor information, advertising, and applicant information, can be viewed on the City's website: <https://www.cityofbowie.org/Archive.aspx?AMID=46>



2022 Workforce Development & Life Skills Training Program

Application Period January 10 – February 18, 2022

The **Office of Grant Development and Administration**, in conjunction with **Bowie Youth & Family Services**, will host a **free online** Workforce Development & Life Skills Program this spring.

Applicants must be:

- Between the ages of 15 and 25
- Residents of the City of Bowie

Application Period: January 10 – February 18, 2022

Online Public Forums: January 26, 2022 & February 9, 2022

Program Dates:

Life Skills and STEM Careers:

Youth Cohort: March 15, 22, 29, & April 5

Adult Cohort: March 17, 24, 31, & April 7

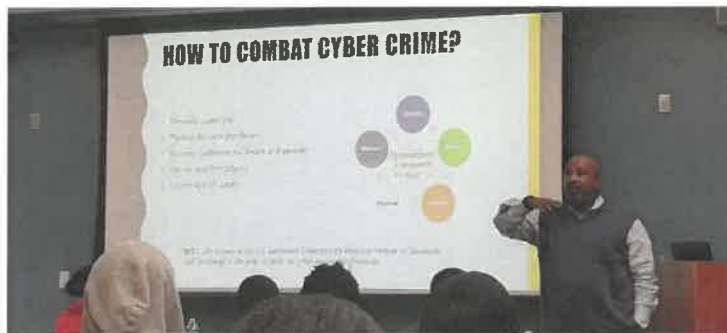
Innovation & Entrepreneurship:

Youth Cohort: May 3 & 10

Adult Cohort: May 5 & 12

Apply Online: www.cityofbowie.org/worktraining

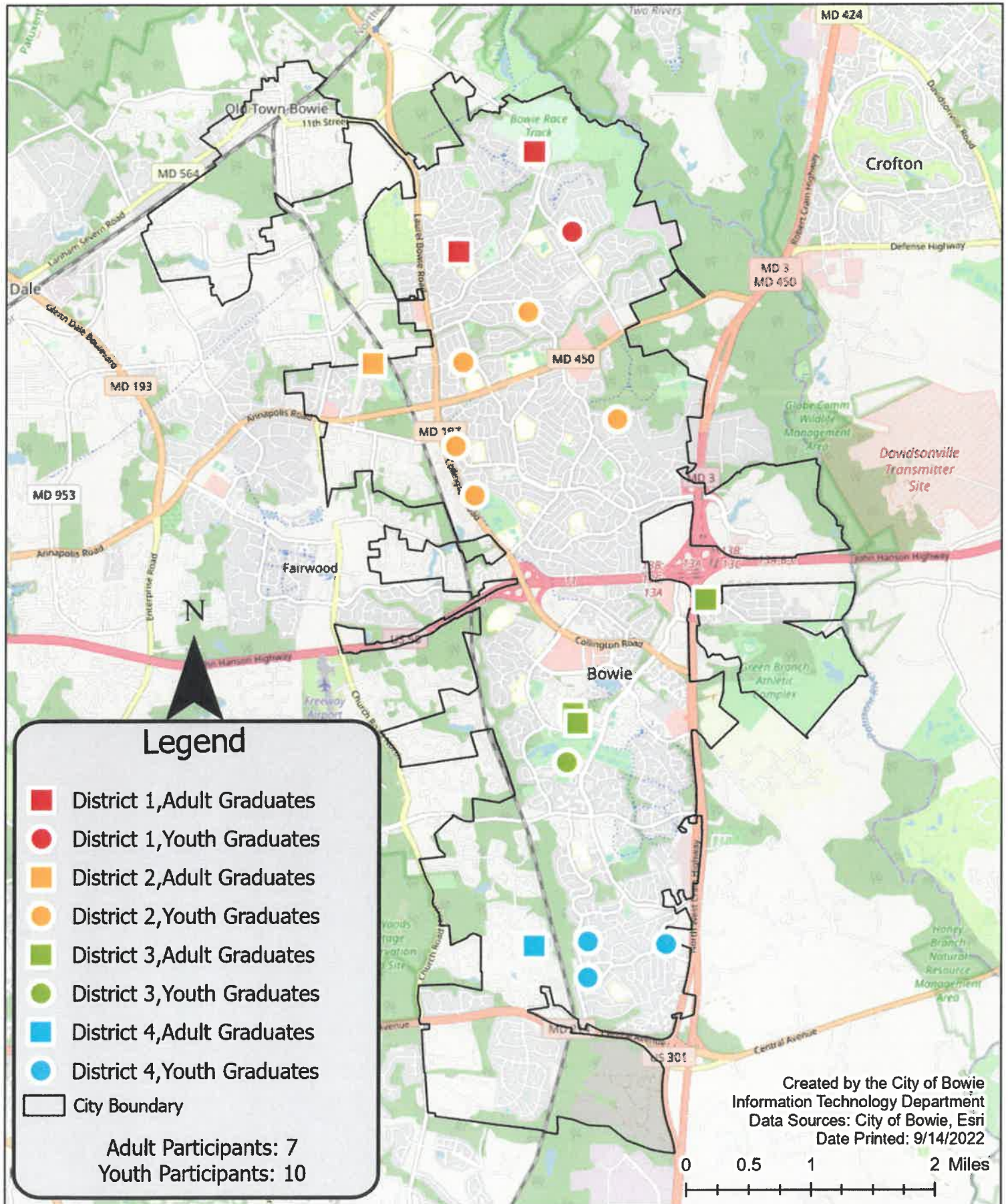
The program will cover life skills topics such as effective communication, stress management, and decision-making, as well as highlighting careers in STEM industries such as cyber security, IT, and healthcare. A second module will explore technology innovations and entrepreneurship.



For more information, please contact Kay Starr, program coordinator, at 301-809-3009 or email worktraining@cityofbowie.org



2022 Workforce Development Training Program Participants



City of Bowie Emergency Rental Assistance Program Policy & Procedures

Criteria for Admission/Qualification

- Must be a resident of City of Bowie, Maryland;
- Must be experiencing a rental hardship (rent arrears);
- Must be able to document that the hardship is a direct result of COVID-19;
- Must be current on rent as of March 31, 2020, and
- Income must be at or below 80% of the area median Income

Who is not eligible, generally:

- Households with a tenant-based voucher
- Households residing in project-based voucher communities
- Households residing in public housing
- Households receiving other government-based rental assistance

Point of Entry

Residents seeking assistance will be directed to the HIP website to locate the City of Bowie Rent Relief application. **The resident will download the application, and complete and submit the application in one of two ways: (1) by dropping off hard-copy application and supporting documents at the City of Bowie or (2) uploading the application and supporting documents electronically to a secure portal.** Applications will be processed in order of submission, until the funds are expended.

Rent Assistance Available:

- **Rental Assistance**
Maximum benefit = Amount required by the landlord to resolve the outstanding balance less any funds available to be contributed by the applicant or one month's rent, whichever is less.
 - *HIP's ERA Specialist will review recent bank statement to ensure any available assets are considered when determining need for assistance.*
 - *Rental arrearages incurred prior to April 2020 may not be paid with City of Bowie Rent Assistance funds.*

All payments will be made payable to the resident's landlord. Funds cannot be used for any other purpose except to cover rent arrears.

Intake, Assessment and Case Processing

- **Applicant download application from HIP's website.** Eligibility guidelines and Frequently Asked Questions will be outlined on the website. An email address will be made available for questions by applicants. No documents will be accepted via email.

- **Applicant will submit complete application and supporting documents** in one of two ways: (1) drop off hard copy to City of Bowie, or (2) electronic upload to HIP's secure portal. Submission instructions will be detailed on HIP's website.
- **To request a link to a folder on the secure portal**, applicant will email designated HIP staff.
- **Upon receipt of application**, HIP's City of Bowie ERA Specialist will:
 - Review the application and documentation for completeness within five (5) business days. If any documentation is incomplete or missing, ERA Specialist will notify applicant, and allow three (3) business days for submission of missing documentation.
 - Contact applicant's property manager requesting recent ledger.
- **ERA Specialist will update Master Spreadsheet** with data to track each application. Master Spreadsheet will be shared with City of Bowie staff.
- **Once application is deemed complete**, ERA Specialist will review for eligibility.
 - If applicant is deemed eligible, ERA Specialist will complete Rent Assistance Recommendation Form, and upload form to secure folder. ERA Specialist will determine the amount of assistance to provide in accordance with the parameters set forth on page 1.
 - If application is deemed ineligible, ERA Specialist will complete Ineligible Form, and upload to secure folder.
- **Once ERA Specialist finishes review and makes a determination**, she will move the applicant folder into the "Review Complete" folder on the OneHub platform, and update Master Spreadsheet with determination and date of determination.
- **City of Bowie will review Rent Assistance Recommendation Form provided by HIP's ERA Specialist, confirm eligibility, and cut and mail rent assistance check to landlord.**
- **City of Bowie will notify applicant of final determination.**
- **HIP and City of Bowie will participate in weekly calls** to address questions, conduct case consultations on complex cases and ensure transparency, equity and uniformity the application review process.

Minimum Household Documentation Requirements:

- **Applicant identification:** Copies of photo ID of applicant and social security cards for all household members
- **Proof of income for all household members for the last 30 days:** Copies of paystubs, bank statements, unearned income letters [i.e.; social security, child support, alimony, unemployment– regular and supplemental, pensions, tax refunds, and stimulus checks].
- **Proof of emergency.** Copy of lease [applicant must be the leaseholder] and rent ledger.
- **Proof of ownership (SDAT) for individually rented properties**, and a completed W-9.
- **Other documentation as needed** on a case-by-case basis to ensure eligibility.

Program Accomplishments FY22

- Contracted with Housing Initiative Partnership (HIP) to administer the program
- \$157,899.57 of the City's HUD/CDBG CARES ACT funding was distributed to Bowie tenants
- 33 Bowie Residents were awarded assistance

2022 Bowie Senior Center

The Bowie Senior Center has earned National Accreditation ranking for fifteen years through the National Council on Aging/National Institute of Senior Centers. It is the only Senior Center in Maryland that has achieved consecutive accreditation status for over 10 years. The mission of the Bowie Senior Center is to serve, support, and enhance the lives of individuals 55 years and older by providing programs and services that promote active, independent, and healthy lifestyles.

The dynamic and all-encompassing 29,000 square foot facility offers social, educational, creative, recreational, and physical programs. Additional services include information and referral, transportation, congregate lunch program, day trips, and support and special interest groups. Friendships are made, new interests are discovered skills are sharpened, talents are enjoyed, meals are shared, and special occasions are celebrated.

The Center's Advisory Board consists of nine individuals who are residents of Bowie and have been members of the Senior Center for at least six months. The purpose of the board is to advise and assist management in promoting the Center and its services to Bowie seniors. Board members serve a three-year term.

The city continues to use ActiveNet software. ActiveNet is a Single Application Client/Server solution that offers powerful easy-to-use options including Activity Registration, Facility Reservation, Membership/Pass Management, Point of Sale, and Central marketing/Financial Reporting. ActiveNet allows for a quick and easy way for residents to sign up for activities and obtain memberships. The ActiveNet data system gathers extensive customer information to keep the city in closer contact with the community. Staff can quickly search and find customer information and then contact targeted customers promoting specific programs and activities.

Senior Center:

- Reopening of Senior Center after a state mandated closure for fifteen months due to the COVID-19 pandemic. Programs, classes, transportation, congregate lunch, and many senior services safely resumed.
- Installation and deployment of transportation software, enhancing routing and safety for our Senior Transportation program.
- Through the Center's strong community partnership with Prince George's Community College, we provided 40 in-person fall, spring, and summer semester SAGE continuing education classes per week with additional virtual class options.
- Hosted the Honoring Veterans Day in November 2021, which included a Korean war veteran's presentation with 75 guests.
- In-person Senior Chorale Concerts Dec. 2021 and May 2022. Two, limited capacity, daytime concerts for 200 guests.

- Hosted 500 guests for a Senior Information & Referral Fair in May 2022; 30 vendors, Blood Pressure checks, Memory screenings, Covid booster vaccines, Healthy Cooking demonstration, Bonsai show and demonstration, hula hoop contest, and much more.

Future initiatives:

- Security fencing and cameras for bus parking lot in rear of Senior Center building.
- Installation of a state-of-the-art projection system in the Dining Room, so that Seniors can have an exceptional experience watching movies, videos, and presentations. Also, for city functions as needed.

COMMUNITY OUTREACH ACCOMPLISHMENTS:

Neighbors Helping Neighbors

The Neighbors Helping Neighbors program continues to adapt to the evolving needs of our most vulnerable residents. The program matches seniors and disabled residents to volunteers that provide grocery shopping, pharmacy pickup, vaccination appointment scheduling, COVID test kit distribution, yardwork, and minor home repair services. These volunteers serve as a vital resource for our residents.

Outreach Efforts

- Neighbors Helping Neighbors
 - o Maintained a database of 161 volunteers to support the NHN program. These volunteers provided grocery shopping, pharmacy pick up, yardwork and minor home repair services at no cost to seniors, helping them to remain aging in place
 - o Distributed 3,066 COVID home test kits to 545 households through the Kenhill Center Distribution
 - o Supported 3 COVID home test kit distribution days at the Senior Center
- Teen Job Bank program
 - o Partnered with Bowie HS for student recruitment
 - o Maintained a database of 56 teens
 - o Teens assisted 31 households with snow shoveling during weather events
 - o Teens assisted 18 households with yard work, in home assistance and babysitting services

City Committees

The Community Outreach Specialist serves as the liaison to the Arts, Community Outreach, Diversity and Education Committees. Committees meet monthly and subcommittees meet as needed.

Arts Committee

- Presented 5 galleries supporting local artists
- Provided 1 college scholarship to a student majoring in an arts related field
- Partnered with the PGAHC on a public art bus shelter to be installed near Bowie Tasker Middle School in October 2022
- Installed a public art mural on the exterior wall of the Bowie City Gymnasium
- Awarded \$15,000 in grants to local artists or artist organizations

Community Outreach Committee

- Awarded \$12,500 in grants to organizations providing human, social and recreational services in the community
- Collected food donations for the Bowie Food Pantry from the Bowie Summer Concerts and various City building collection sites
- Held the inaugural Walk to End Domestic Violence at Allen Pond
- Donated hair care and toiletry products to homeless mothers
- Provided support to Bowie veterans
- Awarded a scout leader the annual Popp Award
- Participated in BowieFest, the International Festival and National Night Out

Diversity Committee

- Hosted the Dr. Martin Luther King Arts contest and awarded students monetary prizes
- Participated in BowieFest, International Festival and National Night Out
- Hosted the inaugural Juneteenth Weekend Celebration with a workout, movie night, festival, and concert.
- Participated in the Bowie Citizens Review panel to establish a process and framework for legislation to establish a Citizens Review Panel

Education Committee

- Awarded \$15,000 in grants to teachers, PTSOs and school partners to enhance educational programs at Bowie Schools
- The grants funded math, science, music, community gardening, art/music and recreational programs to students and were able to host the activities virtually and in person.
- Provided support resources and referrals to teachers

- Excellence in Education program - honored 15 school staff for their work during a pandemic school year
- Provided 3 college scholarships to Bowie seniors
- Participated in BowieFest, International Festival and National Night Out
- Dispersed 1,000 books to Bowie youth through the literacy campaign

Trap, Neuter and Release (TNR) Grant

- Allocated \$7500 towards the program to provide reimbursement funding to Bowie CLAW for sterilizing and vaccinating (rabies) cats within the incorporated city limits
- Trapped or socialized 118 cats
- Approximately \$5,679.58 was reimbursed to help decrease the overpopulation of cats in the city

BOWIE FOOD PANTRY**Reporting for the Period of July to December 2021**

PRINTED

1/11/2022

ACTIVITY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	July to Dec Total
Total Households Served	309	306	296	301	320	327	1859
Total Client Visits	432	432	409	424	452	459	2608
Total Grocery Bags/Bins	854	854	808	834	898	906	5154
DISTRIBUTIONS							
Total Food/Other Value	\$40,005	\$42,770	\$40,270	\$41,355	\$44,300	\$49,645	\$258,345
City of Bowie Food/Other	\$19,080	\$21,930	\$19,115	\$19,765	\$22,085	\$22,925	\$124,900
City of Bowie %	47.69%	51.27%	47.47%	47.79%	49.85%	46.18%	
Bowie Area Food/Other	\$9,245	\$9,450	\$9,500	\$9,620	\$9,435	\$11,110	\$58,360
Bowie Area %	23.11%	22.09%	23.59%	23.26%	21.30%	22.38%	

HOUSEHOLDS SERVED

RESIDENCY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	July to Dec Average
City of Bowie	131	138	128	130	133	128	131
All Others	178	168	168	171	187	199	179
TOTAL	309	306	296	301	320	327	310
HOH GENDER							
Male	67	68	71	72	72	76	71
Female	242	238	225	229	248	251	239
FAMILY STATS							
Children under Age 18	195	208	185	202	221	226	206
Head of HH >= 60	166	162	162	164	171	177	167
Other HH Members >= 60	40	36	37	35	38	35	37
HOMELESS							
City of Bowie	4	3	4	4	3	3	4
All Others	1	1	0	1	1	1	1

NEW CLIENTS

RESIDENCY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	July to Dec Total
City of Bowie	3	10	2	8	2	6	31
All Others	2	6	3	7	8	15	41
TOTAL	5	16	5	15	10	21	72
City of Bowie Homeless	0	0	0	0	0	0	0
Other Homeless	0	0	0	0	0	0	0

PANTRY OPERATIONS

DESCRIPTION	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	July to Dec Average
Volunteer Hours	653.00	658.00	552.50	460.50	528.50	553.00	567.58

BOWIE INTERFAITH PANTRY AND EMERGENCY AID FUND

Statement of Activity by Month

July - December, 2021

	JUL 2021	AUG 2021	SEP 2021	OCT 2021	NOV 2021	DEC 2021	TOTAL
Revenue							
40 Contributed Monetary Support							\$0.00
4010 Individual Contributions	10,244.27	15,180.50	10,506.79	11,116.50	22,123.50	49,386.51	\$118,558.07
4011 Religious Institution Contributions	3,195.02	853.26	2,985.90	1,369.00	2,385.00	8,954.48	\$19,742.66
4012 Service Organization Contributions	100.00	1,599.94	191.20	941.24	221.58	1,606.51	\$4,660.47
4013 School Contributions					2,424.51		\$2,424.51
4015 Business Contributions	300.00	273.55	230.00	100.00	7,698.67	21,355.47	\$29,957.69
4230 Foundation/trust grants			10,000.00				\$10,000.00
4500 Funding From City		47,500.00					\$47,500.00
Total 40 Contributed Monetary Support	13,839.29	65,407.25	23,913.89	13,526.74	34,853.26	81,302.97	\$232,843.40
41 Non-cash Support							\$0.00
4130 Donated Food and Other Goods	28,181.17	43,111.53	37,360.44	34,972.56	47,513.64	40,431.76	\$231,571.10
4131 Donated Gift Cards		50.00			7,090.00	6,175.00	\$13,315.00
4135 Purchase Discounts				900.00			\$900.00
4150 Donated use of facilities		1,000.00					\$1,000.00
Total 41 Non-cash Support	28,181.17	44,161.53	37,360.44	35,872.56	54,603.64	46,606.76	\$246,786.10
5490 Interest Income on investments	60.07		48.23			72.74	\$181.04
Total Revenue	\$42,080.53	\$109,568.78	\$61,322.56	\$49,399.30	\$89,456.90	\$127,982.47	\$479,810.54
GROSS PROFIT	\$42,080.53	\$109,568.78	\$61,322.56	\$49,399.30	\$89,456.90	\$127,982.47	\$479,810.54
Expenditures							
6560 Payroll Expenses							\$0.00
Taxes	425.39	440.12	401.92	637.24	449.60	535.08	\$2,889.35
Wages	5,526.07	5,718.69	5,216.50	8,269.50	5,837.00	6,763.00	\$37,330.76
Total 6560 Payroll Expenses	5,951.46	6,158.81	5,618.42	8,906.74	6,286.60	7,298.08	\$40,220.11

BOWIE INTERFAITH PANTRY AND EMERGENCY AID FUND

Statement of Activity by Month

July - December, 2021

	JUL 2021	AUG 2021	SEP 2021	OCT 2021	NOV 2021	DEC 2021	TOTAL
73 Financial Assistance to Clients							\$0.00
7305 Electrical Assistance	1,099.33						\$1,099.33
7310 Water Assistance					164.63		\$164.63
7320 Rental Assistance	1,103.00		1,640.88		4,961.19		\$7,705.07
7330 Mortgage Assistance						1,411.70	\$1,411.70
Total 73 Financial Assistance to Clients	2,202.33		1,640.88		5,125.82	1,411.70	\$10,380.73
734 Special Programs Expenses							\$0.00
7340 School Supplies	309.95	-309.95	15,314.43				\$15,314.43
7342 Summer Food Assistance	18,510.00	3,400.00	2,625.00	1,100.00			\$25,635.00
7345 Holiday Food Baskets					26,000.00	500.00	\$26,500.00
7346 Christmas Gifts						9,100.00	\$9,100.00
Total 734 Special Programs Expenses	18,819.95	3,090.05	17,939.43	1,100.00	26,000.00	9,600.00	\$76,549.43
736 Food Assistance and Other Goods							\$0.00
7360 Distributed Food and Other Goods	40,005.00	42,770.00	40,270.00	41,355.00	44,300.00	49,645.00	\$258,345.00
7368 Misc. Expenses for Regular Program	589.90	903.25	1,064.91	1,324.30	1,269.86	456.45	\$5,608.67
7370 Pantry Food Purchases	11,823.83	10,707.61	8,755.29	8,536.71	6,786.36	6,213.24	\$52,823.04
7371 Purchased Food Distributed	-11,823.83	-10,707.61	-8,755.29	-8,536.71	-6,786.36	-6,213.24	\$ -52,823.04
Total 736 Food Assistance and Other Goods	40,594.90	43,673.25	41,334.91	42,679.30	45,569.86	50,101.45	\$263,953.67
8100 Administrative Expenses							\$0.00
8110 Supplies	53.00		74.07	112.71	95.38	33.47	\$368.63
8115 Computer Hardware and Software	144.18	232.18	56.18	287.82	144.18	236.42	\$1,100.96
8130 Telephone & telecommunications	78.06	154.69		77.30	77.18	154.36	\$541.59
8140 Postage, shipping, delivery		276.85		13.50			\$290.35
8170 Printing & copying	27.23	42.35					\$69.58
Total 8100 Administrative Expenses	302.47	706.07	130.25	491.33	316.74	424.25	\$2,371.11
8200 Occupancy expenses							\$0.00
8210 Rent and Other Occupancy Expenses	1,026.49	1,026.49	1,026.49	1,026.49	1,056.02	1,035.09	\$6,197.07
Total 8200 Occupancy expenses	1,026.49	1,026.49	1,026.49	1,026.49	1,056.02	1,035.09	\$6,197.07

BOWIE INTERFAITH PANTRY AND EMERGENCY AID FUND

Statement of Activity by Month

July - December, 2021

	JUL 2021	AUG 2021	SEP 2021	OCT 2021	NOV 2021	DEC 2021	TOTAL
8500 Misc expenses							\$0.00
8530 Membership dues - organization	400.00						\$400.00
8590 Other expenses		264.35					\$264.35
8615 Bank & Online Giving Service Charges	116.84	143.38	127.70	150.70	224.16	515.70	\$1,278.48
Total 8500 Misc expenses	516.84	407.73	127.70	150.70	224.16	515.70	\$1,942.83
Total Expenditures	\$69,414.44	\$55,062.40	\$67,818.08	\$54,354.56	\$84,579.20	\$70,386.27	\$401,614.95
NET OPERATING REVENUE	\$ -27,333.91	\$54,506.38	\$ -6,495.52	\$ -4,955.26	\$4,877.70	\$57,596.20	\$78,195.59
NET REVENUE	\$ -27,333.91	\$54,506.38	\$ -6,495.52	\$ -4,955.26	\$4,877.70	\$57,596.20	\$78,195.59

BOWIE FOOD PANTRY
REPORTING FOR JANUARY TO JUNE 2022

ACTIVITY	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Jan to June Total
Total Households Served	292	296	305	341	331	328	1893
Total Client Visits	406	409	431	463	484	454	2647
Total Grocery Bags/Bins	802	810	852	916	950	898	5228
DISTRIBUTIONS							
Total Food/Other Value	\$44,250	\$44,340	\$49,010	\$49,550	\$53,290	\$51,715	\$292,155
City of Bowie Food/Other	\$21,200	\$21,850	\$23,035	\$22,235	\$27,220	\$24,005	\$139,545
City of Bowie %	47.91%	49.28%	47.00%	44.87%	51.08%	46.42%	
Bowie Area Food/Other	\$9,510	\$9,360	\$11,880	\$10,355	\$11,120	\$10,870	\$63,095
Bowie Area %	21.49%	21.11%	24.24%	20.90%	20.87%	21.02%	

HOUSEHOLDS SERVED

RESIDENCY	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Jan to June Average
City of Bowie	124	127	133	135	145	141	134
All Others	168	169	172	206	186	187	181
TOTAL	292	296	305	341	331	328	316
HOH GENDER							
Male	68	71	75	80	77	78	75
Female	224	225	230	261	254	250	241
FAMILY STATS							
Children under Age 18	199	191	209	256	232	224	219
Head of HH >= 60	159	164	170	175	185	180	172
Other HH Members >= 60	31	34	33	38	37	31	34
HOMELESS							
City of Bowie	2	2	4	3	4	3	3
All Others	0	1	1	1	1	2	1

NEW CLIENTS

RESIDENCY	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Jan to June Total
City of Bowie	5	5	5	6	13	9	43
All Others	5	11	9	18	11	12	66
TOTAL	10	16	14	24	24	21	109
City of Bowie Homeless	0	0	0	0	1	0	1
Other Homeless	0	0	0	0	1	0	1

PANTRY OPERATIONS

DESCRIPTION	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Jan to June Average
Volunteer Hours	377.25	397.00	432.50	461.00	478.50	467.25	435.58

Printed 07/13/22

BOWIE INTERFAITH PANTRY AND EMERGENCY AID FUND

Statement of Activity by Month

January - June, 2022

	JAN 2022	FEB 2022	MAR 2022	APR 2022	MAY 2022	JUN 2022	TOTAL
Revenue							
40 Contributed Monetary Support							\$0.00
4010 Individual Contributions	12,054.50	8,867.50	11,884.00	16,186.00	10,652.01	12,342.01	\$71,986.02
4011 Religious Institution Contributions	677.81	5,163.96	1,759.00	6,805.61	2,408.16	2,115.79	\$18,930.33
4012 Service/Civic Organizations		398.02	3,000.00	193.34	26,330.46	343.74	\$30,265.56
4013 School Contributions					461.49		\$461.49
4015 Business Contributions	600.00	200.00	136.03	201.00	273.99	200.00	\$1,611.02
4500 Funding From City		22,500.00					\$22,500.00
Total 40 Contributed Monetary Support	13,332.31	37,129.48	16,779.03	23,385.95	40,126.11	15,001.54	\$145,754.42
41 Non-cash Support							\$0.00
4130 Donated Food and Other Goods	33,447.77	34,577.82	33,600.88	29,926.08	39,870.88	38,125.10	\$209,548.53
4131 Donated Gift Cards	150.00	1,000.00	120.00	1,680.00		130.00	\$3,080.00
4135 Purchase Discounts			1,300.00				\$1,300.00
Total 41 Non-cash Support	33,597.77	35,577.82	35,020.88	31,606.08	39,870.88	38,255.10	\$213,928.53
5490 Interest Income on investments	24.52	22.15	24.52	23.73	25.49	23.73	\$144.14
Total Revenue	\$46,954.60	\$72,729.45	\$51,824.43	\$55,015.76	\$80,022.48	\$53,280.37	\$359,827.09
GROSS PROFIT	\$46,954.60	\$72,729.45	\$51,824.43	\$55,015.76	\$80,022.48	\$53,280.37	\$359,827.09
Expenditures							
6560 Payroll Expenses							\$0.00
Taxes	715.60	523.31	518.48	792.62	518.02	473.40	\$3,541.43
Wages	7,265.00	7,388.00	6,558.00	10,008.00	6,563.00	6,170.00	\$43,952.00
Total 6560 Payroll Expenses	7,980.60	7,911.31	7,076.48	10,800.62	7,081.02	6,643.40	\$47,493.43
73 Financial Assistance to Clients							\$0.00
7305 Electrical Assistance					1,640.57	627.86	\$2,268.43
7310 Water Assistance					71.38		\$71.38

BOWIE INTERFAITH PANTRY AND EMERGENCY AID FUND

Statement of Activity by Month

January - June, 2022

	JAN 2022	FEB 2022	MAR 2022	APR 2022	MAY 2022	JUN 2022	TOTAL
7315 Gas Assistance					1,472.42		\$1,472.42
7320 Rental Assistance	1,500.00			1,900.00	5,493.44		\$8,893.44
7323 Assistance from Homeless Fund		3,503.00					\$3,503.00
7330 Mortgage Assistance					1,981.22		\$1,981.22
7350 Other Client Services					1,977.00		\$1,977.00
Total 73 Financial Assistance to Clients	1,500.00	3,503.00		1,900.00	12,636.03	627.86	\$20,166.89
734 Special Programs Expenses							\$0.00
7341 Winter Food Assistance	10,450.00	705.00	770.00				\$11,925.00
7342 Summer Food Assistance				27,000.00	3,000.00		\$30,000.00
Total 734 Special Programs Expenses	10,450.00	705.00	770.00	27,000.00	3,000.00		\$41,925.00
736 Food Assistance and Other Goods							\$0.00
7360 Distributed Food and Other Goods	44,250.00	44,340.00	49,010.00	49,550.00	53,290.00	51,715.00	\$292,155.00
7368 Misc. Expenses for Regular Program	1,065.61	1,099.42	643.27	1,395.61	852.08	1,100.55	\$6,156.54
7370 Pantry Food Purchases	6,802.23	8,762.18	12,409.12	15,623.92	13,419.12	13,589.90	\$70,606.47
7371 Purchased Food Distributed	-6,802.23	-8,762.18	-12,409.12	-15,623.92	-13,419.12	-13,589.90	\$ -70,606.47
Total 736 Food Assistance and Other Goods	45,315.61	45,439.42	49,653.27	50,945.61	54,142.08	52,815.55	\$298,311.54
8100 Administrative Expenses							\$0.00
8110 Supplies		126.15	454.87	37.16	511.43		\$1,129.61
8115 Computer Hardware and Software	148.42	148.42	685.00	365.60	233.00	145.00	\$1,725.44
8130 Telephone & telecommunications	78.88	79.08	79.08		158.06	79.03	\$474.13
8140 Postage, shipping, delivery			13.50			268.80	\$282.30
8185 Insurance				2,295.00	872.00		\$3,167.00
Total 8100 Administrative Expenses	227.30	353.65	1,232.45	2,697.76	1,774.49	492.83	\$6,778.48
8200 Occupancy expenses							\$0.00
8210 Rent and Other Occupancy Expenses	1,026.49	1,026.49	1,029.67	1,029.67	1,029.67	1,029.67	\$6,171.66
Total 8200 Occupancy expenses	1,026.49	1,026.49	1,029.67	1,029.67	1,029.67	1,029.67	\$6,171.66

BOWIE INTERFAITH PANTRY AND EMERGENCY AID FUND

Statement of Activity by Month

January - June, 2022

	JAN 2022	FEB 2022	MAR 2022	APR 2022	MAY 2022	JUN 2022	TOTAL
8500 Misc expenses							\$0.00
8590 Other expenses			119.48	190.75			\$310.23
8615 Bank & Online Giving Service Charges	171.36	78.62	74.30	87.21	87.15	73.18	\$571.82
Total 8500 Misc expenses	171.36	78.62	193.78	277.96	87.15	73.18	\$882.05
Total Expenditures	\$66,671.36	\$59,017.49	\$59,955.65	\$94,651.62	\$79,750.44	\$61,682.49	\$421,729.05
NET OPERATING REVENUE	\$ -19,716.76	\$13,711.96	\$ -8,131.22	\$ -39,635.86	\$272.04	\$ -8,402.12	\$ -61,901.96
NET REVENUE	\$ -19,716.76	\$13,711.96	\$ -8,131.22	\$ -39,635.86	\$272.04	\$ -8,402.12	\$ -61,901.96

Code Compliance Statistics By Date Range

Start Date 7/1/2021 To End Date 6/30/2022

Single Family Rentals

Inspections Performed	1277
Exterior Violations	120
Interior Violations	461
Reinspections Performed	988
Licenses Paid	1290
License Fees Collected	\$154,370.00

Apartment Rentals

Buildings Inspected	42
Units Inspected	683
Exterior Violations	17
Interior Violations	144
Licenses Paid	8
License Fees Collected	\$107,420

Code Compliance Cases

Total Violations	5,830
Total Cases	4,819
# of created cases open	602
# of created cases closed	3959

Municipal Infractions (MI's)

Total Issued	579
Total Paid	88
Total Collected	\$15,390
Total Canceled	438
ARB Hearing Requests	10
MI's Reviewed By ARB	2
Court Requests	242
MI's in Court	433
Total Guilty	235
Total Nolle Prosequi	121
Total Not Guilty	2
Total Failed to Appear	185
Judgments Collected	0
Judgment Total	

Signs Removed

From City Streets:	1525
From County Streets:	1353
From State Roads:	1760
Total Signs Removed:	4609

Contractor Abatements

Total Abatements:	65
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Economic Development (as of June 30 2022)

Business Loan Funds: The City partnered with the Prince George's Financial Services Corporation (FSC First) in 2002 to create and operate a revolving loan fund. Additional money was placed in the fund with total capitalization in FY 2022 at \$450,000. Borrowers were given temporary relief from loan payments in the spring of 2020 which continued to April of 2021 to remediate adverse business impacts due to the COVID crisis.

Business Incubators: The City is the principal sponsor and driving force in an effort to open and operate a business incubator at Bowie State University, an HBCU. During the reporting period the incubator continues to operate near capacity and is actively exploring options for additional locations. The incubator has developed a niche serving women owned businesses. City funding to the incubator has attracted matching funding from Prince George's County.

Business Incentives: The City has an incentive fund tool (Bowie Economic Development Incentive Fund) to assist in business retention.

Business & Community Partnerships: The City maintains a healthy relationship with many business organizations, and we facilitate other interactions between community-based organizations and the business community. Our annual business recognition awards ceremony recognizes many types of businesses among them student entrepreneurs from Bowie State University and local entrepreneurs. The City also provides operating grants to three business assistance programs that help targeted populations start and grow businesses: The Maryland Women's Business Center (MWBC); the Maryland Procurement Technical Assistance Center (PTAC); and the Maryland Small Business development center (SBDC).

Economic Development Initiatives: The City has a tax increment financing (TIF) policy that can be used to assist a developer in stopping commercial property decay and can spark reinvestment and redevelopment. The City provided \$20,000 Bowie restaurants to purchase outdoor seating and other materials to help them further recover from COVID revenue losses; grants were limited to \$2,500 per business. Additionally the City Council funded the preparation of an Economic Development Strategy and Action Plan; that plan was accepted by the Council in June 2022.

Memorandum

To: Alfred D. Lott, City Manager
From: John K. Nesky, Chief of Police
Date: February 16, 2022
Subject: Council Update

Attached please find the information that will be reported to Council during the Police Department update on February 22nd. In addition to the attached reports, I will cover the following material.

Staffing	Authorized 67, Actual 64.
Outreach Efforts	Citizen's Police Academy, Drug Take Back April 30th, Coffee with a Cop, Chief Chat, IMPACT
Crime Trends	Theft from Auto, Increased Gun Activity
Other Topics	Speed Camera Update, House Bill 670

**City of Bowie Police Department
Calls for Service
2021**

	TOTAL CALLS FOR SERVICE HANDLED 2020 *	TOTAL CALLS FOR SERVICE HANDLED 2021*
JANUARY	3636	2680
FEBRUARY	3330	2200
MARCH	2907	3025
APRIL	2988	2929
MAY	3520	3127
JUNE	3734	3231
JULY	3408	2986
AUGUST	3104	2935
SEPTEMBER	3009	2583
OCTOBER	2972	2564
NOVEMBER	3091	2617
DECEMBER	2863	2409
TOTALS	38,562	33,286

*Includes Code Enforcement, Animal Control, & Park Ranger Calls.

BOWIE POLICE DEPARTMENT
CRIME & CITATION STATISTICS
2007 – 2021

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Residential Burglary Reports	79	216	194	192	166	155	115	95	121	88	62	50	35	31	32
Commercial Burglary Reports	38	43	42	20	19	21	39	4	18	37	13	33	17	37	16
Assault Reports	63	89	130	133	157	160	143	167	204	154	176	216	169	218	206
Auto Theft Reports	46	120	71	82	60	59	69	67	46	61	77	49	55	43	54
Robbery Reports	37	66	59	46	43	38	8	34	19	25	35	26	28	18	18
Theft Reports	471	613	762	875	589	709	664	643	500	575	606	686	759	560	592
Moving Violations	819 **	1279	4569	7679	6953	9523	12321	10292	10812	8554	11959	13331	15888	5742	4204
Photo Enforcement Citations	--	--	--	26125	108798	45770	28444	26452	23582	22416	19918	17228	14325	16278	20370
Police Calls for Service	--	24697	27589	20520	17991	16474	22226	22206	22356	20740	22818	39718	36287	31922	32438
Code, AC, etc. Calls for Service	--	--	--	--	--	--	--	--	--	--	--	--	--	6640	3900
Phone Calls Received by Call Center	--	--	--	--	--	--	--	--	--	--	--	--	33164	28217	27907

THEFT STATS: 2020 vs 2021

	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021
	THEFT (MISC)	THEFT (MISC)	EMBEZZL EMENT	EMBEZZL EMENT	ID THEFT FRAUD FORGERY	ID THEFT FRAUD FORGERY	SHOP LIFTING	SHOP LIFTING	THEFT FROM AUTO	THEFT FROM AUTO	TOTAL	TOTAL
JAN	14	7	0	0	18	6	18	14	38	21	88	48
FEB	18	11	0	0	10	24	31	22	31	10	90	67
MAR	12	11	0	0	8	24	21	11	20	13	61	59
APRIL	9	12	0	0	8	18	7	7	23	13	47	50
MAY	13	7	0	0	3	26	7	13	16	15	39	61
JUNE	10	11	1	2	4	37	8	12	9	39	32	101
JULY	12	8	0	0	5	20	6	13	19	29	42	70
AUG	8	14	0	0	3	33	14	13	15	30	40	90
SEPT	8	26	0	1	5	12	29	14	15	29	57	82
OCT	14	18	0	0	7	17	28	19	7	21	56	75
NOV	8	10	0	1	9	7	17	18	9	27	43	63
DEC	6	12	0	0	8	20	23	21	12	24	49	77
TOTAL	132	147	1	4	88	244	209	177	214	271	644	843

CRIMINAL INVESTIGATION SECTION (CIS)
2021 ACTIVITIES

CIS Stats

Total Crimes Assigned & Citizen Contacts	456
Closed by Arrest/Exceptionally/Unfounded	33
Open/Suspended/Active	423

*A Citizen Contact is defined as an interaction with a citizen complainant, primarily regarding incidents of theft, fraud and identity theft where there are minimal leads and/or suspects. Detectives assure the citizen that the Police Department is concerned about them and the community.

Property/Persons Crimes Totaled 456

- Closed by Arrest/Exceptionally/Unfounded – 7.2%

Status of 76 Assigned Cases with Solvability Factors:

- 28 Closed by Arrests (30 total suspects charged)
- 3 Unfounded
- 33 Suspended pending further information
- 9 Active/Open
- 2 Closed Exceptionally

Search and Seizure Warrants: 27

- Closure rate for total assigned cases YTD by arrest 36.8%

Calculation Process

For total YTD crimes closure, you divide the total cases closed (Arrests and Closed Exceptionally or Unfounded) by total cases.

$$26/63=43.4\%$$

For total assigned YTD crimes closed by arrest, you divide total cases closed by arrest/Closed Exceptionally by total assigned cases.

$$23/63= 36.8\%$$

Highlights (updated from 9/1/2021 to 12/31/2021):

RMS #21-0002962

Date: 12/27/2021

Incident: Carjacking

Lead Investigator: Detective Anika Howard

On December 27, 2021, at approximately 2315 hours, Det. Howard #076 and Bowie patrol units responded to the Exxon gas station at 3711 Crain Highway for a reported carjacking. Upon arrival, the victim stated that she drove up to a gas pump in her orange 2020 Chevy Equinox to get gas. She further explained that when she exited the vehicle, four men had approached her. Upon noticing the suspects closing in on her, she ran back to her vehicle. Before she could start her car, one of the suspects pulled her driver's side car door open and pulled her out of the vehicle. The victim stated that she tried to fight off the suspects, at which time one of the suspects said to her, "Don't make me kill you." Upon hearing this threat, she stopped fighting and the suspect threw her to the ground. The victim stated the suspects then entered her vehicle and fled the scene northbound on Crain Highway.

The suspects left behind a silver Honda CRV bearing a Virginia registration. When queried via several investigatory bases, it was determined that the Honda CRV was reported stolen out of Washington DC on 12/27/2021. On-Star was contacted about this incident and disengaged the victim's vehicle to prevent it from being driven any further. On-Star located the vehicle at a location in Northeast Washington, DC. The Honda CRV was recovered and transported by Ryon's Towing to Prince George's County ID Bay to be processed for evidence.

The victim was transported to the Bowie Police Department, where Det. Howard interviewed her. Det. Howard accompanied Evidence Technician Imperiale to Washington, DC and witnessed him process the recovered victim's vehicle. Latent fingerprints and DNA samples were obtained from the vehicle as the suspects were not wearing gloves during the incident.

During the course of this investigation, Det. Howard was contacted by Prince George's County Police and advised that the three suspects were involved in cases they were investigating and were currently in the custody of the Metropolitan Police Department for armed robbery and carjacking offenses. Det. Howard responded to Washington, DC Juvenile Detention where she was able to obtain their information and collect their clothes as evidence. The clothing they were wearing matched the clothing seen on surveillance footage during the carjacking.

Charges against three juvenile suspects for carjacking are currently being obtained.

RMS #21-0002318

Date: 10/13/2021

Incident: Attempt 1st Assault

Lead Investigator: Detective Harry Booth

On 10/13/21 at approximately 1617 hours, City of Bowie Police officers responded to 15209 Major Lansdale Blvd Bowie, MD for the report of an assault. Once on scene officers observed a male and female victim in a disheveled state. The male victim suffering from numerous lacerations to his upper and lower lip. He advised that he was struck multiple times with a closed fist which resulted in a shift in his jaw and dental structure, limiting the range of motion in his jaw. The female victim was observed suffering from multiple abrasions and swelling to the side of her face and large swollen areas to the back of her head, which she advised was causing a headache. Two witnesses advised that they arrived at the location with the male and female victims to fight with two known suspects. Once at the location they observed multiple suspects, at which time one began to scream "Get out the car!" When the two victims got out of the car a physical altercation ensued with the suspects. During the altercation, one of the suspects passed a semi-automatic handgun to a female suspect and she then pulled the slide back and aimed it at one of the witnesses and stated, "If you jump in all of you will die." The female suspect then used the handgun to repeatedly strike the female victim with the weapon in the back of her head causing her previously described injuries. While the female victim was being beaten with the handgun, the male victim was being struck with a closed fist in the head by the suspects, causing his previously described injuries. After the attack the suspects fled the scene in a red Hyundai Sonata. The suspects were all identified by the witnesses and provided pictures of the suspects from their social media pages to Det. Howard #076. Due to previous investigations, Det. Howard recognized two of the suspects in the provided photographs.

During the course of this investigation, Det. Booth and Howard responded to the 1600 block of Crofton Parkway in Crofton, MD (Anne Arundel County) and made contact with one of the female suspects at her residence. She was subsequently transported to the Bowie Police Department where she was mirandized and interviewed by Det. Howard. During the interview, the suspect admitted to being involved in the altercation at the Smokey Bones, however, she denied having any prior knowledge of a gun being involved and further stated that after the altercation she overheard people talking about someone having a gun. Additional pertinent information was obtained from the suspect referencing the identity of several of the suspects that were involved in the assault.

After a thorough investigation was completed, charges against all involved suspects were successfully obtained and a warrant for their arrest was issued.

RMS #21-0002530

Date: 11/5/2021

Incident: Commercial Breaking and Entering

Lead Investigator: Detective Francis Stevens

On 11/05/2021 at approximately 2336 hours, City of Bowie Police Officers responded to 4412 Mitchellville Road, Bowie, Maryland 20716 (My Eye Doctor) for a reported commercial alarm. Upon arrival they found forced entry to the front glass door of the business. The building was then checked by officers on scene who found a destroyed display case inside the business that contained assorted Versace glasses. The broken display case appeared to be ransacked. The store manager arrived on scene a short time later and advised officers that approximately \$3,149.47 worth of Versace glasses were stolen from the display case during the commercial breaking and entering. Det. Stevens #062 was assigned the case for investigatory follow up.

Det. Stevens worked with Det. Pugliese (Howard County Police Department) in reference to several other related commercial breaking and entering investigations. During the course of the investigation, Det. Stevens was able to develop a suspect. A signed pen register/trap and trace device search warrant for a T-Mobile cell phone number which was utilized by the suspect, as well as a signed GPS search warrant for his vehicle (Black Mitsubishi SUV) placed the suspect on scene of the breaking and entering at the time of the incident. Both search warrants were obtained by Det. Pugliese (Howard County Police Department) who provided Det. Stevens with copies as well as the findings of each search warrant. Det. Stevens located a public Instagram account belonging to the suspect which had a video of him displaying and attempting to sell several Versace glasses a few hours after the commercial breaking and entering at 4412 Mitchellville Road, Bowie, MD, 20716 on 11/05/2021.

On 11/11/2021 Det. Stevens responded to 4412 Mitchellville Road, Bowie, Maryland 20716 (My Eye Doctor) and met with a store employee. The employee viewed the suspect's Instagram post and identified the glasses in the video as the Versace glasses stolen in the Commercial Breaking and Entering on 11/05/2021.

Det. Stevens applied for charges against the suspect through the Prince George's County Court Commissioner who issued an arrest warrant on 11/19/2021. The arrest warrant for the suspect was issued for 2nd and 4th degree burglary as well as other related charges.

Bowie Police Department
Community Services Team (CST)
2021 Overview

- Attended 10 homeowners' association meetings in-person/Zoom
- Presented the Neighborhood Watch Program to HOAs
- Conducted 4 Residential and Business Surveys
- Updated our HOA/business database
- Participated in 20+ community and family fun events
- Participated in 8 Good Trouble Community/Police Discussion groups every Sunday via Zoom
- Completed several Bowie Police Parking lot tours
- Bowie Explores mentor program (Actively Recruiting, classes started 10/13/21)

Detailed to Patrol for Patrol Coverage and Training:

- January 20, 2021
- March 3-4, 2021
- March 15, 2021
- March 17, 2021
- March 25, 2021
- April 5-6, 2021
- April 16, 2021
- April 23, 2021
- May 5-6, 2021
- May 20, 2021
- May 27, 2021
- June 2-3, 2021
- June 17, 2021
- July 7-9, 2021, CST In-service
- July 28, 2021
- August 23, 2021
- September 1, 2021
- There are currently 2 Community Service officers still assigned to assist Patrol. This includes Cpl. Redmond, who has been serving as a Squad O.I.C.

Security Details, Nuisance Abatement Meetings/Hearings:

- Participated in 6-10 DPIE party issue meetings and County hearings.
- Two funeral traffic escort details

Highlighted Events

- Old Town Bowie United Methodist Church Family Fun Day (January 2, 2021)
- Special Olympics Polar Bear Plunge (January 21, 2021)
- Officer Eric Marshall remembrance Car Convey (February 21, 2021)
- Bowie Police Food Drive February 22- April 30, 2021
- Grab and Go Event at Bowie Senior Center (February 26, 2021)
- Birthday drive-by Celebration (February 17, 2021)
- Big Lots supply donation (March 18, 2021)
- Grab and Go Event (March 26, 2021)
- Crime and Safety presentation Evergreen Apartments (March 29, 2021)
- Governor's Green Apartments crime and safety presentation for management (March 30, 2021)
- Alta Vista apartments Crime and Safety presentation (March 30, 2021)
- Bowen Apartments Crime and Safety presentation (March 31, 2021)
- Governors Green Apartments Crime and Safety presentation (April 8, 2021)
- Coach Ashley School Supply Drive (April 11, 2021)
- Pin Oak Crime and Safety presentation (April 14, 2021)
- Prayer Rally at City Hall (April 17, 2021)
- Family Bike Ride (April 18, 2021)
- Prescription Drug Take Back (April 24, 2021) which yielded 1,000 pounds of prescription drugs
- Video Presentation for Pointer Ridge Elementary (April 28, 2021)
- Grab and Go Event (April 30, 2021)
- Family Bike Ride and Cookout (May 16, 2021)
- Pin Oak Crime and Safety presentation (May 18, 2021)
- Peace Rally (May 23, 2021)
- Grab and Go Event (May 25, 2021)
- Special Olympics Torch Run (June 9, 2021)
- Governors Green Crime and Safety presentation (June 15, 2021)
- Father's Day Bike Ride (June 20, 2021)
- Grab and Go Event (June 25, 2021)
- July 4 Fireworks Traffic Assignment (July 4, 2021)
- PGPDChief Welcome Event (July 19, 2021)
- Tall Oaks Ice Cream Social (July 24, 2021)
- Solar Project Ribbon Cutting (July 30, 2021)
- National Night Out (August 3, 2021)
- Coach Ashley Back to School Supply giveaway (August 8, 2021)
- Bowen Apartment Crime and Safety presentation (August 18, 2021)
- Bowie High School Back to School event (September 3, 2021)

- 9/11 Bowie Gym Event (September 11, 2021)
- OTB Festival (September 18, 2021)
- Coffee with a Cop (September 21, 2021)
- Bowie Senior Center Flu Shot event (September 25, 2021)
- Bowie International Festival (October 2, 2021)
- Coffee with a Cop (October 5, 2021)
- Citizen Police Academy began (October 5, 2021)
- Purple Bike Ride for Domestic Violence awareness (October 9, 2021)
- Drug Take Back (October 23, 2021)
- Veterans Day 5K Run (November 13, 2021)
- Shop with a Cop (December 12, 2021)

Year End Traffic Safety Report 2021

Department Totals

Total Crashes - 465 Total Injury Crashes - 93 Hit and Run Total - 145
Total DUI Crashes - 20 Property Damage Total - 373 Serious Crash Investigations - 2

Crashes by Time of Day

Total crashes between the hours of 12:00 AM and 11:00 AM - 148

Total crashes between the hours of 12:00 PM and 11:00 PM - 317

Crashes by Day of the Week

Monday - 65

Tuesday - 67

Wednesday - 60

Thursday - 68

Friday - 75

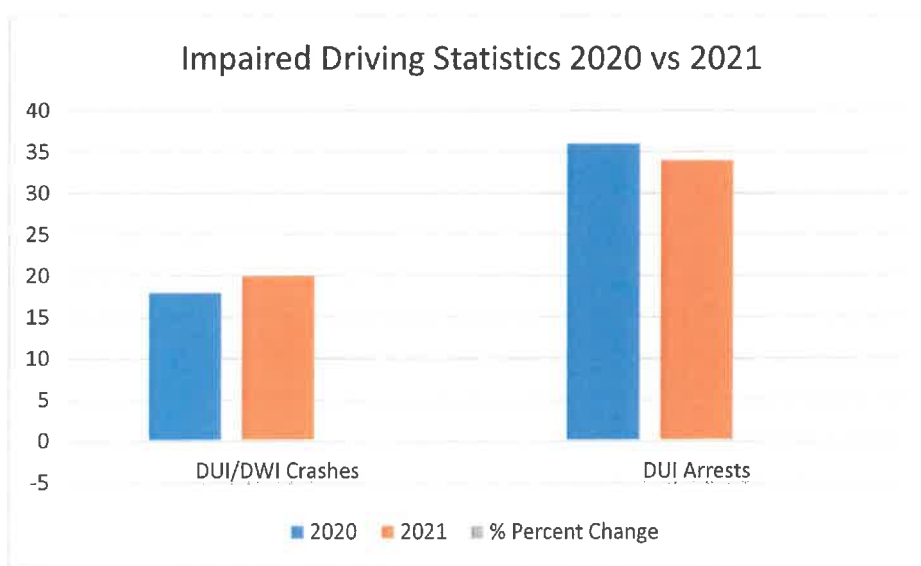
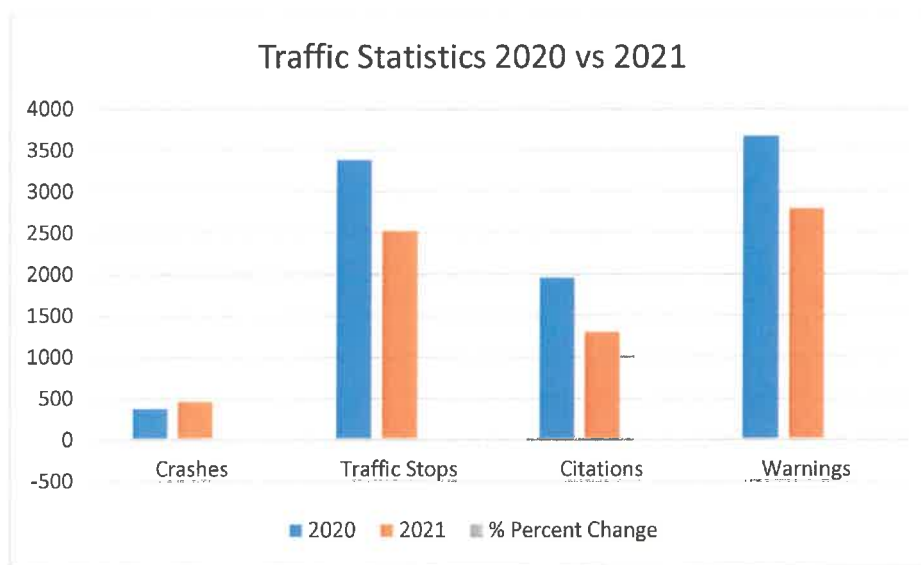
Saturday - 77

Sunday - 56

- Area of concern is the Route 197 corridor (Collington Rd and Laurel Bowie Rd) which accounted for 22.8% of all report crashes (106 crashes).

Department Traffic Stats

	2020	2021	% Change
Crashes	377	465	23.34%
Traffic Stops	3385	2531	-25.23%
DUI/DWI			
Crashes	18	20	11.11%
DUI Arrests	36	34	-5.56%
Citations	1960	1304	-33.47%
Warnings	3675	2802	-23.76%



Traffic Safety Officer - 2021 Statistics

Traffic Stops - 530	DUI Arrests - 2
Citations - 566	Truck Inspections - 37
Warnings - 438	DRE Evaluations- 3
SEROS - 23	ACRS - 10
Criminal Reconstruction Crashes - 2 (investigations ongoing)	
Departmental crash Investigations - 6	
Traffic Complaints Investigated - 23	
Grant Funded Traffic Details Supervised - 14	

Additional Duties Performed (General Order 516)

- Throughout the year, all 28 speed measuring devices were maintained/calibrated/repaired.
- All Department's chemical testing devices (5 PBT devices and 20 Blood kits) were calibrated/repaired or re-ordered.
- Traffic Safety grants were pursued and maintained.
- The collection and analysis of traffic and crash data was performed with assistance from the Department's Crime analyst. (GIS crime Map)
- Delta Plus was maintained as the Department's Administrator
- The storage and issuance of traffic citations (DR-49) and DR15A was performed
- The deployment and maintenance of the speed trailers (2) and message boards (2) was performed.
- Administrative and supervisory responsibilities were performed for the Crash Reconstruction Unit.
- Traffic Control was planned and performed for several City and Department events
- Acted as the liaison with various traffic safety organizations and other Police Agencies (PGPD, MSP, SHA, Bowie Public Works, etc.)
- Maintained certifications for Drug Recognition Expert and Truck Inspector.
- Performed Traffic Safety Education both within and outside the Department:
 - 5 Emergency Vehicle Operations classes
 - 6 DUI/DWI SFSTs Police Academy classes
 - 4 DUI In-services classes
 - 2 Citizens Academy classes

Future Projects

- To continue and improve the collection of crash and traffic statistics to better implement and assist with selective enforcement.
- To complete the joint project of GIS crash data that will be added to the Crime Map maintained by the Crime Analyst.
- To continue and improve the deployment and utilization of the Crash Reconstruction Unit.
- Increase the number of truck inspectors on the Department
- Increase interest in the Drug Evaluation and Classification program (DRE)
- Increase the efforts of the Department in overall traffic safety/enforcement/education
- Inform the community about actions they can take to report and reduce traffic complaints

Traffic Safety Goals for 2022

- Increase General Traffic Enforcement
 - Statistics show that traffic enforcement Department wide dropped 25% from last year.
 - Statistics showed that the issuance of traffic citations decreased by 33% and the issuance of traffic warnings decreased by 23%
 - To achieve the goal its recommended to increase the use of selective enforcement by informing patrol supervisors of problematic areas and complaints as per GO516
 - Increase the use of joint enforcement efforts/details with allied agencies when possible.
- Decrease crashes City-Wide
 - Statistics show that crashes increased by 23% compared to last year
 - Statics showed that DUI/DWI Crashes increased by 11%
 - Statistics showed a decrease in DUI/DWI arrest
 - To achieve the goal its recommended that the Department increase its enforcement efforts department wide
 - Also recommended that the Department increases efforts for deterring impaired driving by enforcement and educational means.

**Bowie Police Department
Training Section
2021 Overview / Status Report**

- ❖ **Firearms Training - 130 hours:** To include rifle school, annual pistol qualification, Stress Course, annual rifle qualification, remedial training.
- ❖ **Firearms Maintenance - 32 hours:** To include maintenance, audits and inspections.
- ❖ **Training - 942 hours:** Tactical, Professional Development, In-Service training, and Specialized Training to include: Active Threat Training, MILO System (Judgmental), Mental Health for Officers, SFST Training, Taser, Felony Car Stops, School Resource Officer Certification Training, Police Explorer Advisor Training, Policing During Civil Unrest, Faith-Based outreach and Community involvement during Civil Unrest, Less-Lethal Certification and Re-Certification, Warrant Training, Police Cyclist Training, EVOC Refresher training, COVID-19 training, PPE Training, Implicit Bias Training, Tactical Emergency Care, EMT Re-Certification, De-Escalation Training, Vehicle Search and Concealment Training, Social Media Investigations, Search and Seizure, Crisis Intervention Training, Active Threat Table Top (Bowie Town Center-Security Staff), Current Drug Trends, Crime Scene Investigation Training, Vehicle Crash Investigations, Basic Instructor Course, K-9 training, Advance Roadside Interviews, CDU Deployment/Standby, Critical Communication Training, Human Trafficking, Physical Agility, Interview & Interrogation Field Training Officer. **These trainings were accomplished with in-person and virtual training formats.*
- ❖ **S.T.A.R Team - 191 hours:** Active Threat Training, Tactical Movements, Firearms Training, Tactical Breaching, High Risk Warrant School, Basic Tactical Medical Instructor Training, Active Threat Management, Barricade/Hostage Negotiations.
 - S.T.A.R Team assisted in the execution of Search Warrants for Bowie CIS and the Maryland State Comptroller's Office Enforcement Unit.
 - S.T.A.R Team deployed 1/19/21 USCP Headquarters
- ❖ **Use of Force Review – 26 hours:** Review actions of officer safety issues or Use of Force Situations. Provided refresher training (as needed).



CITY OF BOWIE

COMMUNITY DEVELOPMENT BLOCK PROGRAM

NOTICE OF PUBLIC HEARING

In accordance with guidelines established by the U.S. Department of Housing and Urban Development (HUD), notice is hereby given that the City of Bowie, as an entitlement participant in the Federal Community Development Block Grant (CDBG) Program, solicits public participation in the development of the Consolidated Annual Performance and Evaluation Report (CAPER) for fiscal year 2022 (HUD FY 2021). A Virtual Public Hearing will be held on Wednesday, September 28, 2022, at 7 p.m. @ <https://bowie.fyi/bowiecaperpublichearing>

The "Draft Consolidated Annual Performance and Evaluation Report, FY 2022" will also be available for review on the City's website, and at Bowie City Hall from September 20, 2022 – October 21, 2022. All City CDBG documents are posted on the City's website: www.cityofbowie.org under "Grants".

The City's CDBG activities benefitted low and moderate-income citizens through the City's Single Family Housing Rehabilitation Program, Fair Housing Training, the Workforce Development Program, and the Emergency Rental Assistance and Emergency Food Assistance Programs. For additional information, contact George Jones, Grants Manager, Office of Grant Development & Administration, at gjones@cityofbowie.org.

NOTE: Accommodation for persons with disabilities and non-English speaking residents will be provided upon request. For additional information, please call 301-809-3072.

LEGALS

BWW LAW GROUP, LLC
6003 Executive Boulevard, Suite 101
Rockville, MD 20852
(301) 961-6555

SUBSTITUTE TRUSTEES' SALE OF REAL PROPERTY AND ANY IMPROVEMENTS THEREON

4128 CANDY APPLE LN.
SUITLEY, MD 20746

Under a power of sale contained in a certain Deed of Trust dated October 25, 2009, recorded in Liber 31114, Folio 438 among the Land Records of Prince George's County, MD, with an original principal balance of \$191,468.00, default having occurred under the terms thereof, the Sub. Trustee will sell at public auction at the Circuit Court for Prince George's County, 14735 Main St., Upper Marlboro, MD, 20772 (Duval Wing entrance, located on Main St.), on

SEPTEMBER 7, 2022 AT 10:34 AM

ALL THAT FEE SIMPLE LOT OF GROUND, together with any buildings or improvements thereon located in Prince George's County, MD and described as Unit 2, Building 20, Phase 20, Applegate Condominium and more fully described in the aforesaid Deed of Trust.

The property, and any improvements thereon, will be sold in an "as is" condition and subject to conditions, restrictions and agreements of record affecting the same, if any, and with no warranty of any kind.

Terms of Sale: A deposit of \$17,000 in the form of certified check, cashier's check or money order will be required of the purchaser at time and place of sale. Balance of the purchase price, together with interest on the unpaid purchase money at the current rate contained in the Deed of Trust Note from the date of sale to the date funds are received by the Sub. Trustee, payable in cash within ten days of final ratification of the sale by the Circuit Court. There will be no abatement of interest due to the purchaser in the event additional funds are tendered before settlement. **TIME IS OF THE ESSENCE FOR THE PURCHASER.** Adjustment of all real property taxes, including agricultural taxes, if applicable, and any and all public and/or private charges or assessments, to the extent such amounts survive foreclosure sale, including water/sewer, ground rent and front foot benefit charges, to be adjusted to date of sale and thereafter assumed by purchaser. Purchaser is responsible for any recapture of homestead tax credit. All transfer taxes and recordation taxes shall be paid by Purchaser. The purchaser shall be responsible for the payment of the ground rent escrow, if required. Condominium fees and/or homeowners association dues, if any, shall be assumed by the purchaser from the date of sale. Purchaser is responsible for obtaining physical possession of the property, and assumes risk of loss or damage to the property from the date of sale. The sale is subject to post-sale audit of the status of the loan with the loan servicer including, but not limited to, determination of whether the borrower entered into any repayment agreement, reinstated or paid off the loan prior to the sale. In any such event, this sale shall be null and void, and the purchaser's sole remedy in law or equity shall be the return of the deposit without interest. If purchaser fails to settle within ten days of ratification, subject to order of court, purchaser agrees that property will be resold and entire deposit retained by Sub. Trustee as liquidated damages for all losses occasioned by the purchaser's default and purchaser shall have no further liability. The defaulted purchaser shall not be entitled to any surplus proceeds resulting from said resale even if such surplus results from improvements to the property by said defaulted purchaser. Sub. Trustee will convey either marketable or insurable title. If they cannot deliver one or the other, or if ratification of the sale is denied by the Circuit Court for any reason, the purchaser's sole remedy at law or equity is return of the deposit without interest. **BIDDERS ARE STRONGLY ENCOURAGED TO FOLLOW CDC GUIDANCE AND WEAR A COVER OVER BOTH NOSE AND MOUTH AND PRACTICE SOCIAL DISTANCING AT THE AUCTION.** (Master No. 335403-2)

PLEASE CONSULT WWW.ALEXCOOPER.COM FOR STATUS OF UPCOMING SALES

Howard N. Bierman, Carrie M. Ward, et al.,
Substitute Trustees

ALEX COOPER
auctioneers

908 York Road • Towson, MD 21204 • 410.628.4838
www.alexcooper.com

142751 (E-J 8-25-9-1)

LEGALS

THE ORPHANS' COURT FOR PRINCE GEORGE'S COUNTY, MARYLAND
P.O. Box 1729
Upper Marlboro, Maryland 20773

In The Estate Of:
TERESA BROWN
Estate No: 129535

NOTICE OF JUDICIAL PROBATE

To all Persons Interested in the above estate:

You are hereby notified that a petition has been filed by **PERRY BECKER** for judicial probate for the appointment of a personal representative.

A hearing will be held at 14735 Main Street, Room D410, Upper Marlboro, MD on October 26, 2022 at 10:30 A.M.

This hearing may be transferred or postponed to a subsequent time. Further information may be obtained by reviewing the estate file in the Office of the Register of Wills.

REGISTER OF WILLS FOR PRINCE GEORGE'S COUNTY
COURT A, LLC
P.O. Box 1729
Upper Marlboro, MD 20773-1729
Phone: (301) 952-3520

142655 (E-J 9-2)

THE ORPHANS' COURT FOR PRINCE GEORGE'S COUNTY, MARYLAND
P.O. Box 1729
Upper Marlboro, Maryland 20773

In The Estate Of:
HELEN LOUISE BARNES
Estate No: 129255

NOTICE OF JUDICIAL PROBATE

To all Persons Interested in the above estate:

You are hereby notified that a petition has been filed by **PERRY BECKER** for judicial probate for the appointment of a personal representative.

A hearing will be held at 14735 Main Street, Room D410, Upper Marlboro, MD on October 26, 2022 at 10:30 A.M.

This hearing may be transferred or postponed to a subsequent time. Further information may be obtained by reviewing the estate file in the Office of the Register of Wills.

REGISTER OF WILLS FOR PRINCE GEORGE'S COUNTY
COURT A, LLC
P.O. Box 1729
Upper Marlboro, MD 20773-1729
Phone: (301) 952-3520

142656 (E-J 9-2)

LEGALS

BWW LAW GROUP, LLC
6003 Executive Boulevard, Suite 101
Rockville, MD 20852
(301) 961-6555

SUBSTITUTE TRUSTEES' SALE OF REAL PROPERTY AND ANY IMPROVEMENTS THEREON

2017 RITTENHOUSE ST.
HYATTSVILLE, MD 20782

Under a power of sale contained in a certain Deed of Trust dated October 29, 2010, recorded in Liber 32153, Folio 253 among the Land Records of Prince George's County, MD, with an original principal balance of \$133,206.00, default having occurred under the terms thereof, the Sub. Trustee will sell at public auction at the Circuit Court for Prince George's County, 14735 Main St., Upper Marlboro, MD, 20772 (Duval Wing entrance, located on Main St.), on

SEPTEMBER 7, 2022 AT 10:30 AM

ALL THAT FEE SIMPLE LOT OF GROUND, together with any buildings or improvements thereon located in Prince George's County, MD and more fully described in the aforesaid Deed of Trust.

The property, and any improvements thereon, will be sold in an "as is" condition and subject to conditions, restrictions and agreements of record affecting the same, if any, and with no warranty of any kind.

Terms of Sale: A deposit of \$13,000 in the form of certified check, cashier's check or money order will be required of the purchaser at time and place of sale. Balance of the purchase price, together with interest on the unpaid purchase money at the current rate contained in the Deed of Trust Note from the date of sale to the date funds are received by the Sub. Trustee, payable in cash within ten days of final ratification of the sale by the Circuit Court. There will be no abatement of interest due to the purchaser in the event additional funds are tendered before settlement. **TIME IS OF THE ESSENCE FOR THE PURCHASER.** Adjustment of all real property taxes, including agricultural taxes, if applicable, and any and all public and/or private charges or assessments, to the extent such amounts survive foreclosure sale, including water/sewer, ground rent and front foot benefit charges, to be adjusted to date of sale and thereafter assumed by purchaser. Purchaser is responsible for any recapture of homestead tax credit. All transfer taxes and recordation taxes shall be paid by Purchaser. The purchaser shall be responsible for the payment of the ground rent escrow, if required. Condominium fees and/or homeowners association dues, if any, shall be assumed by the purchaser from the date of sale. Purchaser is responsible for obtaining physical possession of the property, and assumes risk of loss or damage to the property from the date of sale. The sale is subject to post-sale audit of the status of the loan with the loan servicer including, but not limited to, determination of whether the borrower entered into any repayment agreement, reinstated or paid off the loan prior to the sale. In any such event, this sale shall be null and void, and the purchaser's sole remedy in law or equity shall be the return of the deposit without interest. If purchaser fails to settle within ten days of ratification, subject to order of court, purchaser agrees that property will be resold and entire deposit retained by Sub. Trustee as liquidated damages for all losses occasioned by the purchaser's default and purchaser shall have no further liability. The defaulted purchaser shall not be entitled to any surplus proceeds resulting from said resale even if such surplus results from improvements to the property by said defaulted purchaser. Sub. Trustee will convey either marketable or insurable title. If they cannot deliver one or the other, or if ratification of the sale is denied by the Circuit Court for any reason, the purchaser's sole remedy at law or equity is return of the deposit without interest. **BIDDERS ARE STRONGLY ENCOURAGED TO FOLLOW CDC GUIDANCE AND WEAR A COVER OVER BOTH NOSE AND MOUTH AND PRACTICE SOCIAL DISTANCING AT THE AUCTION.** (Master No. 352021-1)

PLEASE CONSULT WWW.ALEXCOOPER.COM FOR STATUS OF UPCOMING SALES

Howard N. Bierman, Carrie M. Ward, et al.,
Substitute Trustees

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908 York Road • Towson, MD 21204 • 410.628.4838
www.alexcooper.com

142549 (E-J 8-25-9-1)

LEGALS

City of Bowie
Community Development Block Grant Program
Notice of Public Hearing

In accordance with guidelines established by the U.S. Department of Housing and Urban Development (HUD), notice is hereby given that the City of Bowie, as an entitlement participant in the federal Community Development Block Grant (CDBG) Program, solicits public participation in the development of the Consolidated Annual Performance and Evaluation Report (CAPER) for fiscal year 2022. A Public Hearing will be held on Wednesday, September 28, 2022 at 7 p.m. at <https://bowie.gov/bowiesocialmediaonline>

All City CDBG documents are posted on the City's website: www.cityofbowie.org under "Grants".

The Consolidated Annual Performance and Evaluation Report (CAPER) provides a yearly accounting of CDBG, and other funds allocated towards the implementation of objectives outlined in the Five-Year Strategy Plan, which is included in the Consolidated Plan for Community Development. The Five-Year Strategy Plan identifies community needs and proposed solutions in the areas of Housing, Special Needs, Economic Development, and Non-Housing Community Development. The City's CDBG activities benefited low-income citizens through the City's Single Family Housing Rehabilitation Program, Fair Housing Initiative, the Housing Development Program, Emergency Rental Assistance and Emergency Food Assistance.

The "Draft Consolidated Annual Performance and Evaluation Report, FY 2022" will also be available for review on the City's website, and Bowie City Hall from September 28, 2022 - October 21, 2022.

For additional information, please call 301-889-2000.

Alfred D. Lott, City Manager

142570 (E-J 9-2)

LEGALS

BWW LAW GROUP, LLC
6003 Executive Boulevard, Suite 101
Rockville, MD 20852
(301) 961-6555

SUBSTITUTE TRUSTEES' SALE OF REAL PROPERTY AND ANY IMPROVEMENTS THEREON

12500 SWEET CHRISTINA CT.
UPPER MARLBORO, MD 20772

Under a power of sale contained in a certain Deed of Trust dated January 30, 2019, recorded in Liber 41920, Folio 35 among the Land Records of Prince George's County, MD, with an original principal balance of \$259,462.00, default having occurred under the terms thereof, the Sub. Trustee will sell at public auction at the Circuit Court for Prince George's County, 14735 Main St., Upper Marlboro, MD, 20772 (Duval Wing entrance, located on Main St.), on

SEPTEMBER 7, 2022 AT 10:32 AM

ALL THAT FEE SIMPLE LOT OF GROUND, together with any buildings or improvements thereon located in Prince George's County, MD and more fully described in the aforesaid Deed of Trust.

The property, and any improvements thereon, will be sold in an "as is" condition and subject to conditions, restrictions and agreements of record affecting the same, if any, and with no warranty of any kind.

Terms of Sale: A deposit of \$26,000 in the form of certified check, cashier's check or money order will be required of the purchaser at time and place of sale. Balance of the purchase price, together with interest on the unpaid purchase money at the current rate contained in the Deed of Trust Note from the date of sale to the date funds are received by the Sub. Trustee, payable in cash within ten days of final ratification of the sale by the Circuit Court. There will be no abatement of interest due to the purchaser in the event additional funds are tendered before settlement. **TIME IS OF THE ESSENCE FOR THE PURCHASER.** Adjustment of all real property taxes, including agricultural taxes, if applicable, and any and all public and/or private charges or assessments, to the extent such amounts survive foreclosure sale, including water/sewer, ground rent and front foot benefit charges, to be adjusted to date of sale and thereafter assumed by purchaser. Purchaser is responsible for any recapture of homestead tax credit. All transfer taxes and recordation taxes shall be paid by Purchaser. The purchaser shall be responsible for the payment of the ground rent escrow, if required. Condominium fees and/or homeowners association dues, if any, shall be assumed by the purchaser from the date of sale. Purchaser is responsible for obtaining physical possession of the property, and assumes risk of loss or damage to the property from the date of sale. The sale is subject to post-sale audit of the status of the loan with the loan servicer including, but not limited to, determination of whether the borrower entered into any repayment agreement, reinstated or paid off the loan prior to the sale. In any such event, this sale shall be null and void, and the purchaser's sole remedy in law or equity shall be the return of the deposit without interest. If purchaser fails to settle within ten days of ratification, subject to order of court, purchaser agrees that property will be resold and entire deposit retained by Sub. Trustee as liquidated damages for all losses occasioned by the purchaser's default and purchaser shall have no further liability. The defaulted purchaser shall not be entitled to any surplus proceeds resulting from said resale even if such surplus results from improvements to the property by said defaulted purchaser. Sub. Trustee will convey either marketable or insurable title. If they cannot deliver one or the other, or if ratification of the sale is denied by the Circuit Court for any reason, the purchaser's sole remedy at law or equity is return of the deposit without interest. **BIDDERS ARE STRONGLY ENCOURAGED TO FOLLOW CDC GUIDANCE AND WEAR A COVER OVER BOTH NOSE AND MOUTH AND PRACTICE SOCIAL DISTANCING AT THE AUCTION.** (Master No. 352201-1)

PLEASE CONSULT WWW.ALEXCOOPER.COM FOR STATUS OF UPCOMING SALES

Howard N. Bierman, Carrie M. Ward, et al.,
Substitute Trustees

ALEX COOPER
auctioneers

908 York Road • Towson, MD 21204 • 410.628.4838
www.alexcooper.com

142550 (E-J 8-25-9-1)

TOWN OF EDMONSTON, MARYLAND
Request for Bid Proposals
Asphalt Pavement Resurfacing at Crittenden Street
RFP 22-02

The Town of Edmonston, Maryland requests sealed bid proposals for the Asphalt Pavement Resurfacing at Crittenden Street, RFP 22-02 as specified in the plans, specifications, drawings and all other contract documents (the "Contract Documents"). A bid bond is required in connection with the submission of a bid proposal.

Bid proposals must be submitted in original only on the specified forms, as a sealed envelope marked Asphalt Pavement Resurfacing at Crittenden Street, RFP 22-02, and delivered to Edmonston Town Hall, 3003 52nd Avenue, Edmonston, 20781, no later than Tuesday, September 12, 2022 at 4:00 p.m., at which time the sealed bids will be opened and read publicly. Award of a contract will be made by the Mayor & Council of the Town of Edmonston, Maryland at their regular scheduled meeting on September 14.

Copies of the Contract Documents may be downloaded from the Town's website at <https://edmonstonmd.gov>. If you are unable to locate the Contract Documents from the website, please contact the Town Administrator at 301-699-8866.

The Town of Edmonston, Maryland is an Equal Opportunity Employer. Discrimination based on age, race, sex, handicap or national origin is expressly prohibited. The Town reserves the right to reject any and all bid proposals and to accept the proposal considered to be in the best interests of the Town.

This is a federally-assisted project subject to federal, state, and local laws and implementing regulations, which include three-lane wage rates. A bid of applicable laws and regulations is contained in the bid package. Additionally, this project has an established goal of 30% of all awarded contracts to approved minority firms.

The contact person for this project is Rodney Barnes, Town Administrator, telephone 301-699-8866, FAX 301-699-8201, e-mail: rbarnes@edmonstonmd.gov

142631 (E-J 9-2)

The Prince George's Post

Early Publication Deadline for the September 8th, 2022 edition

Due to the Labor Day (September 5th) Holiday, The Prince George's Post will have early deadlines.

Deadline for ALL LEGAL advertising will be FRIDAY SEPTEMBER 2ND, 2022 at NOON.

Questions? Call 301-627-0900
or email bboice@pgpost.com

CAPER 2022

CR-05 - Goals and Outcomes - 91.520(a)

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Single Family Rehabilitation Program

The Single Family Housing Rehabilitation Program is a federally funded grant program that provides financial assistance to single family homeowners with limited financial means. The purpose of the grant is to provide energy efficiency related upgrades and repairs to correct hazardous conditions, eliminate safety hazards, repair or replace major systems; correct interior and exterior deficiencies, energy improvements, modifications for persons with disabilities and eliminate lead based paint hazards. The maximum grant fund per household is \$10,000.

FISCAL YEAR 2022 ACCOMPLISHMENTS

1. Completed the single family housing rehab program design and application process.
2. Completed RFP for energy audit firm and awarded contract.
3. Completed RFP for construction and lead based paint inspection firm and awarded contract.
4. Approved twelve (15) new residents to participate in the single family housing rehab program.
5. Completed eleven(10) rehab projects.
6. Begin implementation process for new applicants. (ie. kickoff meeting, environmental reviews).
7. Completed IDIS entries for new projects.
8. Completed IDIS drawdowns for completed projects.

Workforce Development

Sixty-two residents applied to participate in the 2022 program. OGD staff conducted online and/or phone intake interviews with each responsive applicant to determine their goals for the program and current career plans. Following the interview process, twenty-five youth aged 15 – 17 and twenty-three adult residents aged 18 – 25 elected to participate, for a total of forty-eight participants. The 2022 included two modules: Module 1, which included four sessions on Life Skills and STEM careers, and Module 2, two sessions covering Innovation and Entrepreneurship, with a focus on emerging industries and technologies.

Youth and adult participants met for two hours on Zoom during Tuesday and Thursday evenings, respectively, starting on March 15, 2022, for a total of four weeks of classes in Module 1. The first hour was presented by staff from Bowie Youth and Family Services on the Life Skills curriculum. The second hour was presented by speakers from Patriots TTC, covering a different STEM industry. OGD staff made all subsequent Life Skills and STEM presentations available on the program website, at <https://www.cityofbowie.org/worktraining>, as well as supplementary materials.

receiving the appropriate type of care and are being pointed toward permanent, supportive housing and associated mainstream benefits.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Bowie will address the emergency and transitional housing needs of homeless persons as a participant in the Prince George's County Continuum of Care (CoC). The City does not directly provide services or receive ESG funds, but will work with the CoC to address homelessness. No homeless housing is available in the City; however, the City works closely with its police force and within its City departments to address the needs of homeless individuals. Any homeless individual in Bowie is immediately referred to the Continuum of Care for the services they provide. The City is also presently in discussions with various community and faith-based groups interested in increasing the supply of homeless residences in the City.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The County's Plan contains range of options to reduce time households remain homeless & expedite transition to permanent housing & to prevent recidivism. County's Plan focuses on two strategies: 1 Rapid Re-Housing (RRH) & 2 Permanent Housing (PH). Accommodations were made for five subpopulations identified by CoC as presenting unique challenges: 1 unaccompanied youth, 2 veterans, 3 chronically homeless, mentally ill, substance abusing or dually diagnosed persons and/or disabled individuals; 4 domestic violence survivors; 5 returning residents. The CoC created subcommittees charged with designing/implementing strategies to address unique barriers to permanent housing for these groups.

Rapid Re-Housing (RRH): Keys to the success of this approach include but are not limited to: a well-developed housing barrier assessment process, good relationships with landlords, the presence of staff skilled in negotiation, housing location, case management, and the availability of funds for short-to-medium rental and utility subsidies, as well as other related housing costs.

Permanent Housing: The longer a household remains in a state of homelessness, the less likely they are to prevent the cycle from re-occurring and the greater their risk for recidivism. Therefore, timely and appropriate intervention is critical. The County's Plan focuses on two priority areas of permanent housing: (1) subsidized housing, and (2) permanent supportive housing (PSH)

Special Populations: Permanent Housing for these populations presents a unique set of barriers that further complicate services to persons who are homeless and require additional strategies that are customized to remove these challenges and facilitate transition to permanency.

diversion is handled through the coordinated intake process and is used in cases where it is a safe and practical alternative to shelter.

Prevention: Prevention assistance, usually in the form of immediate and short-term rental and/or utility assistance, provides a means of preserving permanent housing situations and saving households from entering the homeless assistance system. Prevention and diversion programs are of critical importance to keeping people from becoming homeless in the face of a personal crisis. The County's Plan includes creation of a publicly and privately funded and coordinated intervention system focused on preventing homelessness and maximizing the effectiveness of this limited pool of resources.

Prince George's County envisions a comprehensive housing crisis response system through which homelessness can be prevented, and as required, homelessness can be quickly ended. The plan is designed to identify and align homeless support systems to meet the distinct needs of people at risk of, or experiencing homelessness, make additional affordable housing resources available either through development and/or subsidy programs, realign existing resources with prevention and rapid re-housing initiatives, and target permanent supportive housing for those deemed most vulnerable.

In addition to continuing these programs, the City's rehabilitation program will maintain the affordable housing stock while reducing residents' monthly payments through energy efficiency improvements. These improvements will lower costs for residents and enable many to remain in their homes.

CR-30 Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing.

Bowie does not have its own public housing agency, nor is there public housing in the City. As public housing has not been established as a high priority need in Bowie, the City will continue to encourage the development of other types of affordable housing that serve the demographics of the community.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership.

While no conventional public housing exists in Bowie, the City has taken a strategic and coordinated effort to ensure those living in affordable senior housing have access to premium social services, decent housing, ample recreational facilities, convenient and affordable health care, senior service provisions, educational extension services, and responsible and interactive law enforcement that enhance the quality of life in the community, increase housing values, and develop employment opportunities.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building

sustainable career paths with higher earning potential than service-based jobs. The City of Bowie supports the Bowie Interfaith Food Pantry, which provides groceries and other supplies to residents in need.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

City services and programming have been developed in order to accommodate the changing demographics within the jurisdiction, but gaps in service delivery are becoming apparent.

Strengths

The City of Bowie City Manager's Office manages the CDBG grant program and reporting for the City, since the department has experience managing the CDBG program in addition to providing a strong support system to enable the City to focus on its own services.

The City has relationships with a number of key County agencies that impact social services and outreach efforts, including the Continuum of Care (CoC) and senior services.

Gaps

Due to the location of the City, most of the social service agencies are located in other areas of the County, generally closer to the boundary with the District of Columbia. None of the homeless or housing providers are located in the City, with senior services being the only social service directly provided in the community.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The mission of the City of Bowie is to provide exemplary public service. However, the City does not have a housing authority, nor does it build or manage public housing. Although the Division of Youth and Family Service and the Senior Center do provide programs and services for youth, families, and seniors, these municipal entities coordinate with regional agencies and organizations that provide services for residents that the City does not. The City of Bowie is committed to expanding outreach efforts to make residents more aware of existing services by sponsoring a variety of educational workshops, promoting resources on the City's website, and providing informational pamphlets at City sites. The City of Bowie will continue to work closely with State, County and regional agencies, coordinating programs and activities. The City will continue to work closely with the Washington Metropolitan Council of Governments (COG) on regional issues.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City of Bowie holds fair housing trainings periodically for City of Bowie and Prince George's County staff, other municipalities, and nonprofit partners, as well as interested members of the public. The City invites code officers and planning department staff from multiple municipalities in the county, as well as Bowie property managers, homeowner's associations, faith-based communities, and whoever else may be interested.

The City of Bowie held public hearings on September 28, 2022 and November 7, 2022 to introduce participants to the CAPER process and to receive public comments. The CAPER was available for public review for thirty days. The Bowie City Council approved and adopted the 2022 CAPER on November 7, 2022 at its public hearing. The City advertises notices of public hearings in newspapers and on its web site as well as provides copies of the proposed and/or approved CDBG document at City Hall.

Actions Taken During Fiscal Year 2022

Legal Notice was scheduled in the Prince George's Post on September 2, 2022 providing notice of the Public Hearings held September 28, and another notice in the Prince George's Post on October 6, 2022, regarding the public hearing on November 7, 2022. The Draft report was then available for thirty days for public review in compliance with HUD regulations during which time City staff collected and responded to any public comments. No public comments were received.

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR06 - Summary of Consolidated Plan
 Projects for Report Year

DATE: 9/15/2022
 TIME: 10:53:00 AM
 PAGE: 1/3

IDIS

Plan IDIS Year Project	Project Title and Description		Program	Project Estimate	Committed Amount
2021 1	Fair Housing Training	Fair Housing Training for City Staff and Housing Professionals	CDBG	\$1,900.00	\$1,900.00
2	Workforce Life Skills Training-Stem	Workforce Life Skills Training - Stem	CDBG	\$25,000.00	\$15,000.00
3	Workforce Life Skills Training	Workforce Life Skills Training	CDBG	\$10,000.00	\$10,000.00

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR06 - Summary of Consolidated Plan
 Projects for Report Year

DATE: 9/15/2022
 TIME: 10:53:00 AM
 PAGE: 2/3

IDIS

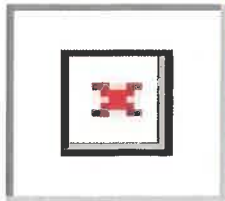
Plan IDIS Year Project	Project Title and Description	Program	Amount Drawn Thru Report Year	Amount Available to Draw
2021 1	Fair Housing Training	Fair Housing Training for City Staff and Housing Professionals	CDBG	\$0.00 \$1,900.00
2	Workforce Life Skills Training-Stem	Workforce Life Skills Training - Stem	CDBG	\$0.00 \$15,000.00
3	Workforce Life Skills Training	Workforce Life Skills Training	CDBG	\$0.00 \$10,000.00

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR06 - Summary of Consolidated Plan
 Projects for Report Year

DATE: 9/15/2022
 TIME: 10:53:00 AM
 PAGE: 3/3

IDIS

Plan IDIS Year Project	Project Title and Description		Program	Amount Drawn in Report Year
2021 1	Fair Housing Training	Fair Housing Training for City Staff and Housing Professionals	CDBG	\$0.00
2	Workforce Life Skills Training-Stem	Workforce Life Skills Training - Stem	CDBG	\$0.00
3	Workforce Life Skills Training	Workforce Life Skills Training	CDBG	\$0.00



Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2021
BOWIE, MD

DATE: 09-15-22
TIME: 10:55
PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	196,435.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	196,435.00

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	10,193.14
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	10,193.14
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	26,900.00
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	37,093.14
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	159,341.86

PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	0.00
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	0.00
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	0.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

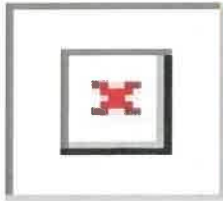
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	0.00
32 ENTITLEMENT GRANT	196,435.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	196,435.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.00%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	26,900.00
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 + LINE 40)	26,900.00
42 ENTITLEMENT GRANT	196,435.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	196,435.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	13.69%



Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2021
BOWIE, MD

DATE: 09-15-22
TIME: 10:55
PAGE: 2

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Report returned no data.

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Report returned no data.

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	5	228	6525620	Workforce Life Skills Training	21A		\$10,000.00
2020	6	226	6525620	Fair Housing Training	21A		\$1,900.00
2020	7	227	6525620	Workforce Life Skills Training - STEM	21A		\$15,000.00
					21A	Matrix Code	\$26,900.00
Total							\$26,900.00

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 1/34

IDIS

Year	PID	Project Name	IDIS Activity #
2014	0001	Senior Citizen "Green" Housing Rehab Program	137
2018	0001	Single Family, Owner-Occupied, Residential Housing Rehab Program	201
2018	0001	Single Family, Owner-Occupied, Residential Housing Rehab Program	229
2019	0001	Housing Rehabilitation	202
2019	0001	Housing Rehabilitation	225
2019	0002	Fair Housing Activities	181
2019	0002	Fair Housing Activities	203
2020	0001	CV-3-Emergency Rental Assistance Program	215
2020	0002	CV-3-Emergency Food and Supplies Program	213
2020	0003	CV-3-Emergency PPE and Related Supplies Program	214
2020	0005	Workforce Life Skills Training Program	228

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 2/34

IDIS

Activity Name
2014/Professional Development Training Services/Fair Housing
Lead Based Paint & Construction Inspection
13434 Idlewild Drive, Bowie, MD 20715
Home Energy Audits
8123 Triple Crown Road, Bowie, MD 20715
Analysis of Impediments to Fair Housing AI
Fair Housing Training
Emergency Rental Assistance Program
Emergency Food Distribution Services
Emergency Personal Protective Equipment Supplies
Workforce Life Skills Training

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 3/34

IDIS

Address	Description
,	Professional development training seminar on Fair Housing for City staff and Housing professionals. Consultant will provide training and reference materials for the activity.
15901 Excalibur Rd Bowie, MD 20716-3910	Lead Based Paint and Construction Inspection for the Single Family Housing Rehab Program.
13434 Idlewild Dr Bowie, MD 20715-1413	Energy Efficiency rehab of a single family residence. Activities include: Energy Audit and a new roof. The activity has been successfully completed to both the homeowner and City's satisfaction. All invoices have been paid and no further action is required.
15901 Excalibur Rd Bowie, MD 20716-3910	Home Energy Audits for the Single Family Rehab Program.
8123 Triple Crown Rd Bowie, MD 20715-4536	Rehabilitation of a single family residence. Activities at this location include a home energy audit, HVAC installation and Appliances. All activity at this residence has been completed to both the homeowner and City's satisfaction. All invoices have been paid.
,	Professional Services contract to conduct an Analysis of Impediments to Fair Housing for the City of Bowie.
15901 Excalibur Rd Bowie, MD 20716-3910	Professional development training seminar on Fair Housing for City staff and Housing Professionals. Consultant will provide training and reference materials for this activity. Training was provided to city officials and housing professionals. Activity was held on June 29, 2020. Program has been completed.
15901 Excalibur Rd Bowie, MD 20716-3910	Emergency Rental Assistance Program. Rental Payments for tenants that meet program requirements.
,	Emergency Food Distribution Services. The project is complete.
,	Emergency Personal Protective Equipment Supplies. Program has ended.
,	Workforce Life Skills Training for adults 19-25yrs. old.

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 4/34

IDIS

NatObj	PctLM	MTX	Status	Objectives	Outcomes	Fund Dt	Funded	Draw Thru Amount	Draw In Amount
0	0	21D	O	0	0	5/9/2018	0.00	0.00	0.00
LMH	0	14I	O	1	3	10/9/2019	45,947.64	24,375.00	8,175.00
LMH	0	14A	C	1	3	8/3/2021	2,018.14	2,018.14	2,018.14
LMH	0	14A	O	1	3	8/27/2020	10,400.00	5,600.00	0.00
LMH	0	14A	C	1	3	5/13/2021	10,000.00	10,000.00	0.00
0	0	21D	C	0	0	8/7/2018	5,500.00	5,500.00	0.00
LMC	0	05J	C	1	1	8/27/2020	1,900.00	1,900.00	0.00
URG	0	05Q	C	2	3	9/29/2020	263,482.98	263,482.98	173,935.75
0	0	21A	C	0	0	9/29/2020	58,271.74	58,271.74	33,505.62
0	0	21A	C	0	0	9/29/2020	5,070.28	5,070.28	4,056.70
0	0	21A	C	0	0	8/3/2021	10,000.00	10,000.00	10,000.00

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 5/34

IDIS

Balance	Accomp Type	Report Year	Actual By Year	Total Owner-X Race Low	Owner-Low	Owner-LowMod	Owner-Non LM
0.00	0	0	0	0	0	0	0
21,572.64	10	0	0	0	0	0	0
0.00	10	2020	1	1	0	1	0
4,800.00	10	2019	1	1	0	1	0
0.00	10	2019	1	1	0	1	0
0.00	0	0	0	0	0	0	0
0.00	01	2019	20	20	0	0	0
0.00	01	2021	51	0	0	0	0
0.00	0	0	0	0	0	0	0
0.00	0	0	0	0	0	0	0
0.00	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 6/34

IDIS

Owner-Total	Owner-PCT LM	Renter-X Low	Renter-Low	Renter-LowMod	Renter-Non LM	Renter-Total
0	0	0	0	0	0	0
0	0	0	0	0	0	0
1	0	0	0	0	0	0
1	0	0	0	0	0	0
1	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 7/34

IDIS

Renter-PCT LM	Owner+Renter-X Low	Owner+Renter-Low	Owner+Renter-LowMod	Owner+Renter-Non LM
0	0	0	0	0
0	0	0	0	0
0	0	1	0	0
0	0	1	0	0
0	0	1	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 8/34

IDIS

Owner+Renter-Total	Owner+Renter-PCT LM	Persons-X Low	Persons-Low	Persons-Mod	Persons-Non LM
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	20
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 9/34

IDIS

Persons-Total	Persons-PCT-LM	Fem HsHld Owner	Fem HsHld Renter	Fem HsHld Owner+Renter	White Owner	White Renter	White Persons
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	1	0	1	0	0	0
0	0	0	0	0	0	0	0
0	0	1	0	1	0	0	0
0	0	0	0	0	0	0	0
20	0	0	0	0	0	0	10
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 10/34

IDIS

WhiteH Owner	WhiteH Renter	WhiteH Persons	Black Owner	Black Renter	Black Persons	BlackH Owner	BlackH Renter	BlackH Persons	Asian Owner	Asian Renter	Asian Persons
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	1	0	0	0	0	0	0	0	0
0	0	0	1	0	0	0	0	0	0	0	0
0	0	0	1	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	5	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 11/34

IDIS

AsianH Owner	AsianH Renter	AsianH Persons	AiAn Owner	AiAn Renter	AiAn Persons	AiAnH Owner	AiAnH Renter	AiAnH Persons	NHPI Owner	NHPI Renter	NHPI Persons
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 12/34

IDIS

NHPIH Owner	NHPIH Renter	NHPIH Persons	AiAnW Owner	AiAnW Renter	AiAnW Persons	AiAnWH Owner	AiAnWH Renter	AiAnWH Persons	AsianW Owner	AsianW Renter
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 13/34

IDIS

AsianW Persons	AsianWH Owner	AsianWH Renter	AsianWH Persons	BlackW Owner	BlackW Renter	BlackW Persons	BlackWH Owner	BlackWH Renter	BlackWH Persons
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 14/34

IDIS

AiAnBlk Owner	AiAnBlk Renter	AiAnBlk Persons	AiAnBlkH Owner	AiAnBlkH Renter	AiAnBlkH Persons	OtherMR Owner	OtherMR Renter	OtherMR Persons
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	5
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 15/34

IDIS

OtherMRH Owner	OtherMRH Renter	OtherMRH Persons	AsianPI Owner	AsianPI Renter	AsianPI Persons	AsianPIH Owner	AsianPIH Renter	AsianPIH Persons
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 16/34

IDIS

Hispanic Owner	Hispanic Renter	Hispanic Persons	Hispanic Owner	Hispanic Renter	Hispanic Persons	Total	TotalH
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	1	0
0	0	0	0	0	0	1	0
0	0	0	0	0	0	1	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	20	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 17/34

IDIS

Accomplishment Narrative
0
0
(PY20): Energy efficiency rehab of a single family residence.
(PY19): Project complete
(PY19): Energy efficiency rehab of a single family residence.
0
(PY19): Fair Housing Training. Training has been completed for City staff and stakeholders.
(PY21): Emergency Rental Assistance for City Households. Program Management activity.
0
0
0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 18/34

IDIS

Year PID Project Name			IDIS Activity #
2020	0006	Fair Housing Training	226
2020	0007	Workforce Life Training Skills -STEM	227

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 19/34

IDIS

Activity Name

Fair Housing Training

Workforce Life Skills Training - STEM

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 20/34

IDIS

Address	Description
,	Professional Development. Fair Housing Training for City Staff and Housing Professionals.
,	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 21/34

IDIS

NatObj	PctLM	MTX	Status	Objectives	Outcomes	Fund Dt	Funded	Draw Thru Amount	Draw In Amount
0	0	21A	C	0	0	8/3/2021	1,900.00	1,900.00	1,900.00
0	0	21A	C	0	0	8/3/2021	15,000.00	15,000.00	15,000.00

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR03- BOSMAC (original)

DATE: 9/15/2022
 TIME: 11:00:06 AM
 PAGE: 22/34

IDIS

Balance	Accomp Type	Report Year	Actual By Year	Total Race	Owner-X Low	Owner-Low	Owner-LowMod	Owner-Non LM
0.00	0	0	0	0	0	0	0	0
0.00	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR03- BOSMAC (original)

DATE: 9/15/2022
 TIME: 11:00:06 AM
 PAGE: 23/34

IDIS

Owner-Total	Owner-PCT LM	Renter-X Low	Renter-Low	Renter-LowMod	Renter-Non LM	Renter-Total
0	0	0	0	0	0	0
0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR03- BOSMAC (original)

DATE: 9/15/2022
 TIME: 11:00:06 AM
 PAGE: 24/34

IDIS

Renter-PCT LM	Owner+Renter-X Low	Owner+Renter-Low	Owner+Renter-LowMod	Owner+Renter-Non LM
0	0	0	0	0
0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 25/34

IDIS

Owner+Renter-Total	Owner+Renter-PCT LM	Persons-X Low	Persons-Low	Persons-Mod	Persons-Non LM
0	0	0	0	0	0
0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR03- BOSMAC (original)

DATE: 9/15/2022
 TIME: 11:00:06 AM
 PAGE: 26/34

IDIS

Persons-Total	Persons-PCT-LM	Fem HsHld Owner	Fem HsHld Renter	Fem HsHld Owner+Renter	White Owner	White Renter	White Persons
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR03- BOSMAC (original)

DATE: 9/15/2022
 TIME: 11:00:06 AM
 PAGE: 27/34

IDIS

WhiteH Owner	WhiteH Renter	WhiteH Persons	Black Owner	Black Renter	Black Persons	BlackH Owner	BlackH Renter	BlackH Persons	Asian Owner	Asian Renter	Asian Persons
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR03- BOSMAC (original)

DATE: 9/15/2022
 TIME: 11:00:06 AM
 PAGE: 28/34

IDIS

AsianH Owner	AsianH Renter	AsianH Persons	AiAn Owner	AiAn Renter	AiAn Persons	AiAnH Owner	AiAnH Renter	AiAnH Persons	NHPI Owner	NHPI Renter	NHPI Persons
0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR03- BOSMAC (original)

DATE: 9/15/2022
 TIME: 11:00:06 AM
 PAGE: 29/34

IDIS

NHPIH Owner	NHPIH Renter	NHPIH Persons	AiAnW Owner	AiAnW Renter	AiAnW Persons	AiAnWH Owner	AiAnWH Renter	AiAnWH Persons	AsianW Owner	AsianW Renter
0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR03- BOSMAC (original)

DATE: 9/15/2022
 TIME: 11:00:06 AM
 PAGE: 30/34

IDIS

AsianW Persons	AsianWH Owner	AsianWH Renter	AsianWH Persons	BlackW Owner	BlackW Renter	BlackW Persons	BlackWH Owner	BlackWH Renter	BlackWH Persons
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 31/34

IDIS

AiAnBlk Owner	AiAnBlk Renter	AiAnBlk Persons	AiAnBlkH Owner	AiAnBlkH Renter	AiAnBlkH Persons	OtherMR Owner	OtherMR Renter	OtherMR Persons
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 32/34

IDIS

OtherMRH Owner	OtherMRH Renter	OtherMRH Persons	AsianPI Owner	AsianPI Renter	AsianPI Persons	AsianPIH Owner	AsianPIH Renter	AsianPIH Persons
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
 URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND
 DEVELOPMENT
 PR03- BOSMAC (original)

DATE: 9/15/2022
 TIME: 11:00:06 AM
 PAGE: 33/34

IDIS

Hispanic Owner	Hispanic Renter	Hispanic Persons	Hispanic Owner	Hispanic Renter	Hispanic Persons	Total	TotalH
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR03- BOSMAC (original)

DATE: 9/15/2022
TIME: 11:00:06 AM
PAGE: 34/34

IDIS

Accomplishment Narrative	
0	
0	



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Supplemental Appropriations for the Annual Budget for the Fiscal Year ending June 30, 2023 - Emergency Ordinance O-5-22

DATE: 11/03/2022

Emergency Ordinance O-5-22 provides supplemental appropriations for the fiscal year ending June 30, 2023, for the following purpose:

1. Emergency procurement with Ross Contracting for the repair of a collapsed sewer at Violetwood Place is needed. The 8" sewer line unexpectedly collapsed which caused sanitary sewer overflow into an adjacent stream, a tributary to the Patuxent River. The bypass pumping and emergency repairs of the sewer line was quoted at \$154,000. There is a 20% contingency on top of the quote to account for the price spike associated with the supply chain issues. A supplemental budget appropriation in the amount of \$184,800.00 is needed for this emergency repair.

ATTACHMENTS: 1. 20221107 - Emergency Ordinance O-5-22

EMERGENCY ORDINANCE
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AMENDING THE ADOPTED BUDGET FOR THE FISCAL YEAR
BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023, AS EMBODIED
IN ORDINANCE O-1-22, AS AMENDED TO REFLECT APPROPRIATE
FUNDS FOR THE FOLLOWING PROJECT: EMERGENCY
PROCUREMENT FOR THE REPAIR OF A COLLAPSED SEWER

WHEREAS, the City Council of the City of Bowie, Maryland (hereinafter, “the City”) adopted Ordinance Number O-1-22 appropriating funds for the several objects and purposes for which the City had to provide for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023; and

WHEREAS, in accordance with Section 45 of the City Charter, no public money may be expended without having been appropriated by the City Council; and

WHEREAS, supplemental appropriations are necessary to reflect new or additional sources of revenues and expenditures not included in Ordinance O-1-22; and

WHEREAS, it has become necessary to appropriate additional Water and Sewer Fund balance to repair a collapsed sewer at Violetwood Place; and

WHEREAS, the Council deems the repair of the collapsed sewer line to be a threat to the public health, safety and welfare and believes that there is a likelihood that delay in reparation of the collapsed line will result in additional harm; and

WHEREAS, the Council has determined that, for the foregoing reasons, an emergency exists warranting the suspension of the waiting period otherwise required by City Charter Section 12 between introduction and adoption of an ordinance and has further determined by at least a 2/3 majority that the emergency requires that the ordinance take effect immediately upon adoption.

Section 1. NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Council of the City of Bowie, Maryland that the Budget for the Fiscal Year Beginning July 1, 2022, and Ending June 30, 2023, as adopted by Ordinance O-1-22 be and hereby is amended as follows:

WATER AND SEWER FUND

*

*

*

ESTIMATED REVENUES

Appropriated Retained Earnings	\$	[558,700]	\$	743,500
Total revenues	\$	15,088,300	\$	15,273,100

APPRORIATION BY ACTIVITY

Contingency Fund	\$	[100,000]	\$	184,800
Total Appropriations	\$	15,088,300	\$	15,273,100

*

*

*

Section 2: AND BE IT FURTHER ORDAINED BY THE COUNCIL OF THE CITY OF BOWIE, by unanimous vote, that Ordinance is declared to be an Emergency Ordinance, pursuant to Section 12(a) of the City Charter, and may be introduced and adopted at the same meeting of the City Council.

Section 3: AND BE IT FURTHER ORDAINED BY THE COUNCIL OF THE CITY OF BOWIE that, upon the favorable vote of at least 2/3 of the members of the City Council, this Ordinance shall become effective immediately upon adoption, provided that a summary of thereof be published at least once within ten (10) days after the date of passage in a newspaper or newspapers having general circulation in the City.

INTRODUCED by the Council of the City of Bowie, Maryland, at a Regular Meeting on November 7, 2022.

PASSED by the Council of the City of Bowie Maryland, at a Regular Meeting on
November 7, 2022.

Timothy J. Adams
Mayor

Approved as to Form and Legal Sufficiency

Elissa D. Levan, City Attorney

Attest:

Awilda Hernandez
City Clerk



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Emergency Procurement for the Repair of a Collapsed Sewer at Violetwood Place
Resolution R-59-22

DATE: 11/03/2022

It is recommended that Council waives the competitive bidding requirement and authorizes a negotiated contract with Ross Contracting, Inc. for the emergency repair of a collapsed sewer line at the end of Violetwood Place. This sewer repair should be completed as soon as possible to avoid potential damages to the temporary bypass pumping by the upcoming winter weather, which would cause a second sanitary overflow.

The 8" sewer line unexpectedly collapsed which caused sanitary sewer overflow into an adjacent stream, a tributary to the Patuxent River. The City of Bowie Public Works Department reported this issue to the Maryland Department of the Environment and the Prince George's County Health Department on September 8, 2022. Per the City Code Sec. 19A-8, the City Manager authorized emergency bypass pumping, which was installed on September 22, 2022 through a rental contract with Humphrey & Son, Inc. at an estimated installation cost of \$29,300, and monthly rental cost of \$5,855.

A few contractors were contacted to perform the emergency repair of the sewer line. Below is a tabulation of the quote responses. To account for the price spike associated with the supply chain issue, the Finance Department will prepare a supplemental budget appropriation ordinance which includes a 20% contingency on top of the quote.

Ross Contracting: \$155,700
Humphrey & Son: \$162,500
Rivers Construction: No Response

I concur with the above recommendation and request your approval of Resolution R-59-22.

ADL/JA

ATTACHMENTS: 1. 20221107 - Resolution R-59-22

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
WAIVING THE COMPETITIVE BIDDING REQUIREMENTS OF SECTION 61
“PURCHASING AND CONTRACTING” OF THE CHARTER OF THE CITY OF
BOWIE TO ALLOW FOR EMERGENCY PROCUREMENT OF SEWER REPAIR
AT VIOLETWOOD PLACE

WHEREAS, the Charter of the City of Bowie, Maryland (hereinafter, “the City”) requires, in section 61, that all expenditures for inter alia, materials, construction of public improvements or contractual services involving more than twenty-five thousand dollars be made by written contract upon sealed bids to the lowest responsible bidder, except where the City Council by two-thirds vote waives the bidding requirement for good cause shown; and

WHEREAS, an 8” sewer line at the end of Violetwood Place unexpectedly collapsed which caused sanitary sewer overflow into an adjacent stream, a tributary to the Patuxent River; and

WHEREAS, although a temporary bypass pumping system was installed on September 22, 2022, permanent sewer repair should be completed as soon as possible due to the concerns about potential damages to the bypass pumping by the upcoming winter weather, which would cause a second sanitary overflow; and

WHEREAS, the Public Works Department requested sewer repair proposals from three contractors, including Ross Contracting, Inc., Humphrey & Son, Inc. and Rivers Construction Group, Ltd., and two proposals were received. The low quote from Ross Contracting, Inc. presented an effective repair solution at a fee of \$155,700; and

WHEREAS, it is in the best interest of the City to resolve the high likelihood situation of a second sanitary overflow and repair the collapsed sewer pipe as soon as possible; and

WHEREAS, pursuant to Section 19A-5 of the Bowie City Code, the City Council may waive the requirement for the taking of competitive bids and authorizes a negotiated purchase upon its determination that it is in the best interests of the City or an emergency exists; and

WHEREAS, the proposed contract price for the services to be procured will exceed twenty-five thousand dollars and the City Council deems the afore-stated emergency situation and the best interest of the City to constitute good cause to waive the bidding requirements otherwise required by the Charter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, by at least a two-thirds vote, that:

Section 1. The competitive bidding requirements of Section 61 of the Bowie City Charter are for good cause shown, hereby waived.

Section 2. The City Manager is hereby authorized to enter into an agreement with Ross Contracting, Inc. for the above-mentioned services.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on November 7, 2022, by a vote of at least two-thirds of the members of the Council.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, MMC
City Clerk

Timothy J. Adams
Mayor