



**CITY OF TAKOMA PARK, MARYLAND
REGULAR MEETING AND WORK SESSION OF THE CITY COUNCIL**

**Wednesday, January 13, 2016 – 7:30 PM
Auditorium**

Takoma Park Community Center – Sam Abbott Citizens' Center

AGENDA

7:30 PM

CALL TO ORDER/ROLL CALL

Mayor Stewart
Councilmember Kovar, Councilmember Seamens, Councilmember Male,
Councilmember Smith, Councilmember Qureshi, Councilmember Schultz

PRELIMINARY MATTERS

- (i) Additional Agenda Items/Agenda Scheduling Update**
- (ii) Public Comments**
- (iii) For the Record:**
 - **Acknowledgement of Proclamation Noting the Passing of Stephen Del Giudice, Mayor (1985-1990)**
- (iv) Council Comments**
- (v) City Manager Comments**
- (vi) Adoption of Minutes**

*8:00 PM**

REGULAR MEETING (VOTING ITEMS)

(1) CONSENT AGENDA

Items on the Consent Agenda will be voted on as one motion without discussion unless a Councilmember requests removal of an item for individual discussion and consideration.

- A. Single Reading Ordinance Authorizing Execution of Contracts for Public Art Installation**
- B. Single Reading Ordinance Authorizing the Purchase of One Replacement Police Patrol Car**

C. Single Reading Ordinance Authorizing Award of FY 2016 Grant Funds to M.A.N.U.P. (Making A New United People)

WORK SESSION

8:10 PM

(2) Board of Elections Update

8:45 PM

(3) Briefing on the Crossroads Farmers Market and Request to Close Anne Street for the Market

9:30 PM

ADJOURN

**All times are estimated.*

ADA Compliance Notice

The City of Takoma Park is committed to ensuring that individuals with disabilities are able to fully participate in public meetings. Anyone planning to attend a City of Takoma Park public meeting or public hearing, and who wishes to receive auxiliary aids, services, or accommodations is invited to contact Emily Cohen at EmilyC@takomaparkmd.gov or 301-891-7266 at least 48 hours in advance.

CITY OF TAKOMA PARK, MARYLAND
ROLLING AGENDA
Friday, January 8, 2016
(Future Council Agendas are Tentative - Items are Subject to Change)

The Rolling Agenda includes Council Meetings and the Council Schedule; City Board, Commission and Committee Meetings; and City Holidays. Contact the City Clerk (301-891-7267) to confirm scheduled dates.

MONDAY, JANUARY 11 – Safe Roadways Committee meeting, 7:30 PM (CC Hydrangea Room)

MONDAY, JANUARY 11 – Committee on the Environment Committee meeting, 7:15 PM (CC Lilac Room)

MONDAY, JANUARY 11 – Board of Elections meeting, 7:30 PM (CC Council Conference Room)

TUESDAY, JANUARY 12 – Commemoration Commission Public Hearing on Commemoration Program, 7:30 PM (CC Auditorium)

TUESDAY, JANUARY 12 – Facade Advisory Board meeting, 6:30 PM (CC Hydrangea Room)

TUESDAY, JANUARY 12 – Tree Commission meeting, 6:30 PM (CC Rose Room)

TUESDAY, JANUARY 12 – Nuclear-Free Takoma Park Committee meeting, 7:30 PM (CC Lilac Room)

WEDNESDAY, JANUARY 13 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

Regular Meeting:

- Single Reading Ordinance Authorizing Execution of Contracts for Public Art Installation
- Single Reading Ordinance Authorizing Award of FY 2016 Grant Funds to M.A.N.U.P. (Making A New United People)

Work Session:

- Board of Elections Update
- Briefing on the Crossroads Farmers Market and Request to Close Anne Street for the Market

MONDAY, JANUARY 18 – Martin Luther King, Jr. Holiday, City offices and facilities will be closed Sunday and Monday for the holiday.

TUESDAY, JANUARY 19 – CITY COUNCIL RETREAT – PRIORITY SETTING, 6:30 PM (CC Hydrangea Room)

TUESDAY, JANUARY 19 – Commemoration Commission meeting, 7:00 PM (CC Lilac Room)

WEDNESDAY, JANUARY 20 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

Work Session:

- Comprehensive Annual Financial Report and Audit
- Actuarial Report on the Police Pension Plan
- Briefing on Update to the Montgomery College Facilities Master Plan

THURSDAY, JANUARY 21 – (tentative) Police Employees Retirement Plan Committee meeting, 8:30 a.m. (CC Room TBA)

THURSDAY, JANUARY 21 – Montgomery Chapter MML Meeting (Rockville)

THURSDAY, JANUARY 21 – Recreation Committee meeting, 7:00 PM (CC Hydrangea Room)

MONDAY, JANUARY 25 – Grants Review Committee meeting, 7:30 p.m. (CC Room TBA)

TUESDAY, JANUARY 26 – CITY COUNCIL RETREAT – BUDGET PRIORITIES, 6:30 PM (CC Hydrangea Room)

WEDNESDAY, JANUARY 27 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

Presentation:

- President of Washington Adventist Hospital, Erik Wangsness – Briefing and Discussion

Regular Meeting:

- First Reading Ordinance Authorizing FY 2016 Budget Amendment No. 2
- (tentative) Resolution Closing Anne Street for the Crossroads Farmers Market
- (tentative) Resolution Authorizing the Architect to Proceed with the Library Design
- Single Reading Ordinance Authorizing the Purchase of One Replacement Police Patrol Car

Work Session:

- Safe Roadways Committee Recommendations
- City Manager's Quarterly Report

THURSDAY, JANUARY 28 – Emergency Preparedness Committee meeting, 7:00 PM (CC Hydranga Room)

WEDNESDAY, FEBRUARY 3 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

Special Session:

- (tentative) Second Reading Ordinance Authorizing FY 2016 Budget Amendment No. 2

Work Session:

- (tentative) Update on the Multi-Family and Business Recycling Program
- (tentative) Discussion of Ordinance Banning Plastic Bags
- (tentative) Discussion of Ordinance Establishing a Vacant and Abandoned Property Registry
- (tentative) Discussion of Amendment of City Code Chapter 16.6.090 Fees

SATURDAY, FEBRUARY 6 – (tentative) Community Discussion of Affordable Housing to be held at the Takoma Park Community Center (time to be determined)

MONDAY, FEBRUARY 8 – Safe Roadways Committee meeting, 7:30 PM (CC Hydrangea Room)

TUESDAY, FEBRUARY 9 – Tree Commission meeting, 6:30 PM (CC Rose Room)

WEDNESDAY, FEBRUARY 10 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

Regular Meeting:

- (tentative) First Reading Ordinance Amending the Noise Ordinance
- (tentative) First Reading Ordinance Amending City Code Chapter 16.6.090 Fees

Work Session:

- (tentative) Presentation and Discussion of Streetscape Manual

MONDAY, FEBRUARY 15 – Washington's Birthday, City offices and facilities will be closed Sunday and Monday for the holiday.

WEDNESDAY, FEBRUARY 17 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

Work Session:

- (tentative) Discussion of Extension of Area 6 Permit Parking to include the 1100 Block of Kingwood Avenue
- (tentative) Review of Community Grants Program

THURSDAY, FEBRUARY 18 – Montgomery Chapter MML Meeting, 6:30 PM (Rockville)

THURSDAY, FEBRUARY 18 – Recreation Committee meeting, 7 PM (CC Hydrangea Room)

TUESDAY, FEBRUARY 23 – Arts and Humanities Commission meeting, 7:00 PM (CC Hydrangea Room)

WEDNESDAY, FEBRUARY 24 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

Regular Meeting:

- (tentative) Resolution Appointing Takoma Park Poet Laureate
- (tentative) Second Reading Ordinance Amending the Noise Ordinance
- (tentative) Second Reading Ordinance Amending City Code Chapter 16.6.090 Fees
- (tentative) Resolution Adopting Streetscape Manual

THURSDAY, FEBRUARY 25 – Emergency Preparedness Committee meeting, 7:00 PM (CC Hydrangea Room)

WEDNESDAY, MARCH 2 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

Work Session:

- (tentative) Discussion of Proposed Takoma Junction Development Agreement

TUESDAY, MARCH 8 - Montgomery County Municipalities Luncheon, (tentative), 11:30 a.m.-1:00 PM (Senate Office Building, Annapolis)

TUESDAY, MARCH 8 – Facade Advisory Board meeting, 6:30 PM (CC Hydrangea Room)

TUESDAY, MARCH 8 – Tree Commission meeting, 6:30 PM (CC Rose Room)

WEDNESDAY, MARCH 9 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

WEDNESDAY, MARCH 16 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

Work Session:

- (tentative) Discussion of Proposed Revisions to Community Grants Programs

THURSDAY, MARCH 17, Montgomery Chapter MML meeting, 6:30 PM (Rockville)

THURSDAY, MARCH 17 – Recreation Committee meeting, 7 PM (CC Hydrangea Room)

MONDAY, MARCH 21 – Safe Roadways Committee meeting, 7:30 PM (CC Lilac Room)

WEDNESDAY, MARCH 23 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

Regular Meeting:

- (tentative) Resolution Authorizing Execution of Takoma Junction Development Agreement
- (tentative) First Reading Ordinance Establishing Vacant and Abandoned Property Registry

THURSDAY, MARCH 24 – Emergency Preparedness Committee meeting, 7:00 PM (CC Hydrangea Room)

WEDNESDAY, MARCH 30 – (TENTATIVE) CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

WEDNESDAY, APRIL 6 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

Presentation:

- City Manager's Proposed FY 2017 Budget

MONDAY, APRIL 11 – CITY COUNCIL BUDGET WORK SESSION, 7:30 PM (CC Auditorium)

Budget Work Session:

TUESDAY, APRIL 12 – Facade Advisory Board Annual Business Meeting, 6:30 PM (CC Hydranga Room)

TUESDAY, APRIL 12 – Tree Commission meeting, 6:30 PM (CC Rose Room)

WEDNESDAY, APRIL 13 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

Public Hearing:

- Public Hearing on the Proposed FY 2017 Budget

Regular Meeting:

- (tentative) Resolution Amending Community Grants Program
- (tentative) First Reading Ordinance Establishing Vacant and Abandoned Property Registry

MONDAY, APRIL 18 – CITY COUNCIL BUDGET WORK SESSION, 7:30 PM (CC Auditorium)

Budget Work Session:

MONDAY, APRIL 18 – Safe Roadways Committee meeting, 7:30 PM (CC Lilac Room)

WEDNESDAY, APRIL 20 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

THURSDAY, APRIL 21 – Montgomery Chapter MML meeting, 6:30 PM (Laytonsville)

THURSDAY, APRIL 21 – Recreation Committee meeting, 7 PM (CC Hydrangea Room)

MONDAY, APRIL 25 – CITY COUNCIL BUDGET WORK SESSION, 7:30 PM (CC Auditorium)

Budget Work Session:

- Budget Reconciliation

WEDNESDAY, APRIL 27 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

Public Hearing:

- Public Hearing on the Constant Yield Tax Rate
- Public Hearing on the FY 2017 Budget

THURSDAY, APRIL 28 – Emergency Preparedness Committee meeting, 7:00 PM (CC Hydrangea Room)

WEDNESDAY, MAY 4 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

Budget Work Session:

- Final Budget Reconciliation

Work Session:

- (tentative) Discussion of Eliminating the Area B Permit Parking Program

TUESDAY, MAY 10 – Facade Advisory Board meeting, 6:30 PM (CC Hydranga Room)

TUESDAY, MAY 10 – Tree Commission meeting, 6:30 PM (CC Rose Room)

WEDNESDAY, MAY 11 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

Regular Meeting:

- First Reading Ordinance Adopting the FY 2017 Tax Rates
- First Reading Ordinance Adopting the FY 2017 Stormwater Management Budget
- First Reading Ordinance Adopting the FY 2017 Budget

MONDAY, MAY 16 – Safe Roadways Committee meeting, 7:30 PM (CC Hydrangea Room)

WEDNESDAY, MAY 18 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

Regular Meeting:

- Second Reading Ordinance Adopting the FY 2017 Tax Rates
- Second Reading Ordinance Adopting the FY 2017 Stormwater Management Budget
- Second Reading Ordinance Adopting the FY 2017 Budget

THURSDAY, MAY 19 – Montgomery Chapter MML meeting, 6:30 PM (Town of Washington Grove)

THURSDAY, MAY 19 – Recreation Committee meeting, 7 PM (CC Hydrangea Room)

TUESDAY, MAY 24 – Arts and Humanities Commission meeting, 7:00 PM (CC Hydrangea Room)

WEDNESDAY, MAY 25 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

THURSDAY, MAY 26 – Emergency Preparedness Committee meeting, 7:00 PM (CC Hydrangea Room)

MONDAY, MAY 30 – MEMORIAL DAY. City offices and facilities will be closed Sunday and Monday for the Memorial Day Holiday.

WEDNESDAY, JUNE 1 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

WEDNESDAY, JUNE 8 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

TUESDAY, JUNE 14 – Tree Commission meeting, 6:30 PM (CC Rose Room)

WEDNESDAY, JUNE 15 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

THURSDAY, JUNE 16 – Recreation Committee meeting, 7 PM (CC Hydrangea Room)

MONDAY, JUNE 20 – Safe Roadways Committee meeting, 7:30 PM (CC Lilac Room)

WEDNESDAY, JUNE 22 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

THURSDAY, JUNE 23 – Emergency Preparedness Committee meeting, 7:00 PM (CC Hydranga Room)

SUNDAY, JUNE 26 – WEDNESDAY, JUNE 29 – The City Council will be attending the Maryland Municipal League Convention

MONDAY, JULY 4 – INDEPENDENCE DAY HOLIDAY. City Offices and facilities will be closed Sunday and Monday.

WEDNESDAY, JULY 6 – (TENTATIVE - Eid al- Fitr) CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

TUESDAY, JULY 12 – Facade Advisory Board meeting, 6:30 PM (CC Hydrangea Room)

TUESDAY, JULY 12 – Tree Commission meeting, 6:30 PM (CC Rose Room)

WEDNESDAY, JULY 13 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

MONDAY, JULY 18 – Safe Roadways Committee meeting, 7:30 PM (CC Hydrangea Room)

WEDNESDAY, JULY 20 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

THURSDAY, JULY 21 – Recreation Committee meeting, 7 PM (CC Hydrangea Room)

WEDNESDAY, JULY 27 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

THURSDAY, JULY 28 – Emergency Preparedness Committee meeting, 7:00 PM (CC Hydrangea Room)

WEDNESDAY, AUGUST 3 – (TENTATIVE) CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

TUESDAY, AUGUST 9 – Tree Commission meeting, 6:30 PM (CC Rose Room)

WEDNESDAY, AUGUST 10 – (TENTATIVE) CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

MONDAY, AUGUST 15 – Safe Roadways Committee meeting, 7:30 PM (CC Hydrangea Room)

WEDNESDAY, AUGUST 17 –(TENTATIVE) CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

THURSDAY, AUGUST 18 – Recreation Committee meeting, 7 PM (CC Hydrangea Room)

TUESDAY, AUGUST 23 – Arts and Humanities Commission meeting, 7:00 PM (CC Hydrangea Room)

WEDNESDAY, AUGUST 24 – (TENTATIVE) CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

THURSDAY, AUGUST 25 – Emergency Preparedness Committee meeting, 7:00 PM (CC Hydrangea Room)

WEDNESDAY, AUGUST 31 – (TENTATIVE) CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

MONDAY, SEPTEMBER 5 – LABOR DAY HOLIDAY. City offices and facilities closed Sunday and Monday for the Labor Day Holiday.

WEDNESDAY, SEPTEMBER 7 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

TUESDAY, SEPTEMBER 13 – Facade Advisory Board meeting, 6:30 PM (CC Hydrangea Room)

TUESDAY, SEPTEMBER 13 – Tree Commission meeting, 6:30 PM (CC Rose Room)

WEDNESDAY, SEPTEMBER 14 – (TENTATIVE) CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

THURSDAY, SEPTEMBER 15 – Recreation Committee meeting, 7 PM (CC Hydranga Room)

MONDAY, SEPTEMBER 19 – Safe Roadways Committee meeting, 7:30 PM (CC Hydrangea Room)

WEDNESDAY, SEPTEMBER 21 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

THURSDAY, SEPTEMBER 22 – Emergency Preparedness Committee meeting, 7:00 PM (CC Hydrangea Room)

WEDNESDAY, SEPTEMBER 28 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

WEDNESDAY, OCTOBER 5 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

TUESDAY, OCTOBER 11 – Tree Commission meeting, 6:30 PM (CC Rose Room)

WEDNESDAY, OCTOBER 12 – (Yom Kippur) (TENTATIVE) CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

WEDNESDAY, OCTOBER 19 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

THURSDAY, OCTOBER 20 – Recreation Committee meeting, 7 PM (CC Hydrangea Room)

WEDNESDAY, OCTOBER 26 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

THURSDAY, OCTOBER 27 – Emergency Preparedness Committee meeting, 7:00 PM (CC Hydrangea Room)

WEDNESDAY, NOVEMBER 2 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

TUESDAY, NOVEMBER 8 – Facade Advisory Board meeting, 6:30 PM (CC Hydrangea Room)

TUESDAY, NOVEMBER 8 – Tree Commission meeting, 6:30 PM (CC Rose Room)

WEDNESDAY, NOVEMBER 9 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

FRIDAY, NOVEMBER 11 – VETERANS DAY. City offices and facilities will be closed for the Veterans Day Holiday.

WEDNESDAY, NOVEMBER 16 – CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

THURSDAY, NOVEMBER 17 – Safe Roadways Committee meeting, 7:30 PM (CC Lilac Room)

THURSDAY, NOVEMBER 17 – Recreation Committee meeting, 7 PM (CC Hydrangea Room)

TUESDAY, NOVEMBER 22 – Arts and Humanities Commission meeting, 7:00 PM (CC Hydrangea Room)

WEDNESDAY, NOVEMBER 23 – CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

THURSDAY, NOVEMBER 24 – SUNDAY, NOVEMBER 27 – THANKSGIVING DAY HOLIDAY. City offices and facilities will be closed from Thursday, November 24 through Sunday, November 27 for the Thanksgiving Holiday.

WEDNESDAY, NOVEMBER 30 – (TENTATIVE) CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

WEDNESDAY, DECEMBER 7 – (TENTATIVE) CITY COUNCIL WORK SESSION, 7:30 PM (CC Auditorium)

TUESDAY, DECEMBER 13 – Tree Commission meeting, 6:30 PM (CC Rose Room)

WEDNESDAY, DECEMBER 14 – (TENTATIVE) CITY COUNCIL MEETING, 7:30 PM (CC Auditorium)

WEDNESDAY, DECEMBER 14 – Safe Roadways Committee meeting, 7:30 PM (CC Hydrangea Room)

THURSDAY, DECEMBER 15 – Recreation Committee meeting, 7:00 PM (CC Hydrangea Room)

2016 TAKOMA PARK NEWSLETTER SCHEDULE:

Issue	Copy deadline	Begin distribution
January 2016	December 14	December 29
February	January 15	January 29
March	February 12	February 26
April	March 18	April 1
May	April 15	April 29
June	May 13	May 27
July	June 13	June 24
August	July 15	July 29
September	August 15	August 26
October	September 16	September 30
November	October 14	October 28
December	November 14	November 25
January 2017	December 16	December 30

<h1>Consent Agenda</h1>	Agenda Item #	1A
	Meeting Date	January 13, 2016
	Prepared By	Sara Anne Daines HCD Director
	Approved By	Suzanne R. Ludlow City Manager
Discussion Item	Single Reading Ordinance Authorizing the Execution of Contract for Public Art Project at the Intersection of Conway and Prince George’s Avenues	
Background	<p>This past fall, artists participating in the 2015 Public Art Pool were asked to submit proposals for work specifically designed for the concrete retaining wall located at the intersection of Conway and Prince George’s Avenues. Approximately 253 feet in length, the retaining wall was acquired by the City in the 1980s and has been identified as potential public art site by both neighborhood residents and City staff. In addition to including a conceptual proposal for the site, artists were asked to detail how and to what extent they would collaborate with neighborhood residents in the development of the design of the project, its fabrication and/or installation. A total of \$20,000.00 was budgeted for the project. Four proposals were received.</p> <p>The Arts and Humanities Commission met on December 8, 2015 to consider the proposals. After a careful review of each of the submissions, the Commission has recommended the execution of a contract with Michael Kirby d.b.a Murals of Baltimore, LLC. Mr. Kirby is known for the exterior tromp l’oeil murals that he has installed in the Baltimore area as a part of the Baltimore Mural Project. The work was selected based on the artistry of past public art commissions executed by Mr. Kirby and the community engagement proposal submitted by the artist.</p> <p>Examples of the artist’s work can be viewed online at www.muralsofbaltimore.com and at www.michaelw Kirby.com. The work is expected to be completed within seven to eight months following the execution of the recommended contract.</p>	
Policy	“To expand public awareness of, involvement in, and access to the arts and arts opportunities, and to create an environment which promotes interaction, dialogue, discussion and lasting relationships between artists and the public.”	
Fiscal Impact	FY15 CIP Public Art Budget: \$43,500 / Project Budget: \$20,000	
Attachments	<ul style="list-style-type: none"> • Ordinance Authorizing Execution of Contract • Murals of Baltimore, LLC Proposal – “Conway Wall Mural” • Conway and Prince Georges Avenues Public Art Project – Description 	
Recommendation	Approve proposed Ordinance	
Special Consideration		

Introduced by:

Single Reading Ordinance

**CITY OF TAKOMA PARK MARYLAND
ORDINANCE NO. 2016-**

**ORDINANCE AWARDING CONTRACT FOR CONWAY AND PRINCE GEORGE'S
AVENUES PUBLIC ART PROJECT**

WHEREAS, the City of Takoma Park has prioritized creating a livable community that is vibrant, healthy, and safe for all residents through several means, including the development of creative and functional public spaces; and

WHEREAS, the City-owned retaining wall located at the intersection of Conway and Prince George's Avenues has been identified as a potential site for public art; and

WHEREAS, the FY16 Capital Improvement Budget includes funds for the design, fabrication and installation of public art; and

WHEREAS, proposals were solicited from artists participating in the Arts and Humanities Commission's Qualified Public Artist Pool and a total of four submissions were received in response to a call for proposals for the Conway and Prince George's Avenue Public Art Project; and

WHEREAS, artist Michael Kirby has submitted a proposal for the installation of a tromp l'oeil mural at the selected site which is to be developed in partnership with the community, specifically the residents of the adjoining neighborhood; and

WHEREAS, the Arts and Humanities Commission, having reviewed the proposals, has recommended the award of a contract to Michael Kirby, d.b.a. Murals of Baltimore, LLC for the proposed wall mural.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT:

SECTION 1. The City Manager is hereby authorized to enter into a contract with Michael Kirby, d.b.a. Murals of Baltimore, LLC in an amount not to exceed \$20,000 for the Conway and Prince George's Avenues Public Art Project.

SECTION 2. This Ordinance shall become effective immediately.

ADOPTED this ___ day of January, 2016 by roll call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT:

Murals of Baltimore

Website: www.muralsofbaltimore.com www.michaelwkirby.com e-mail: info@muralsofbaltimore.com

Murals of Baltimore, LLC
11 South Ann St., Baltimore, MD 21231 Tel (410) 522-5515 Fax (410) 522-3098

Description of Concept

Dear Public Art Committee for Takoma Park,

My name is Michael William Kirby, and I would like to introduce my studio and myself to your organization. My simple and sincere goal is to educate and inspire the public at large through the visual arts.

Thank you for the opportunity to present and apply for this unique opportunity in Takoma Park. In the past my studio and I have completed many projects along retaining walls that are similar in scope to the Conway/Prince George's Ave. Public Art Project. We do not have specific drawings or designs for this space at this time due to the fact we take weeks and sometimes months in research and preparation for our designs so in order for the committee to have a better idea of our approach and ideas, I have submitted previous proposals and murals of past work that are similar in scope to this project.

To start off I would like to explain how I would gather information and community input so that I could create final designs. I would start off visiting community centers, libraries, local schools, churches, and other gathering places in Takoma Park and around the mural location. Visiting and attending local community meetings would be an enormous help in gathering information. Since I am not from Takoma Park, I would rely heavily on the local community to provide to me input and stories that are common to residents. I would gather information to see what the general public would want to see presented in the mural. My goal would be to take one to two months in gathering information. I would also create an online survey for community members to visit and as I am visiting all of these community locations, I will pass out fliers and do my best to spread the word out on line. I would also reach out to local schools to hold workshops with the art teachers of each school and discuss the mural with the students. There would also be a number of volunteer opportunities for the local students to participate in the creation of the mural.

Once I have gathered enough information, I will create a number of designs to present to the Public Art Committee and the community groups that have shown the most interest in the project. When they are presented I will listen to what they like and do not like about the designs and adjust the designs accordingly until we have a final design that all are enthusiastic about.

After the designs are finalized, I will begin work on the mural at the location. I will use a paint that is long lasting and is called a silicate potassium paint that is not toxic. The pigments (natural earth oxides) used in this type of paint are absolutely lightfast, and the paint is not affected by air pollution or acid rain. Murals painted with potassium silicate paint in the late 1800s in Germany and Switzerland has survived handsomely to the present day. I am one of only 2 mural artists in the Mid Atlantic that have used this paint on murals.

The design or layout of the mural will be divided into various themes. These themes could be of various ideas such as history, community involvement, development, education, etc. Each theme will be assigned a color scheme for example history could be dominated by reds and education would be dominated by blues. Please see images in the image folder titled "ThreeBaltimores.jpg" and "History.jpg." In the ThreeBaltimores mural, the themes are divided into 3 sections: Red for ground transportation, Yellow for space exploration, and Blue for sea travel. This mural like the Conway Ave. mural is along a retaining wall and cannot be seen in a whole image as the viewer drives by so the mural is divided by color and the viewer is able to read the mural more quickly. The Conway location twists and

turns so my goal would be to divide the image based on these turns along the road and to place main images with appropriate color scheme in sections of the wall that are easily viewed. Also small details can be divided similarly to "History.jpg" mural. Here themes in history are assigned colors and painted in bubbles.

For spaces that are not easily viewed or seen and can be used for local school students, I would create designs with basic patterns and shapes such as "GreenMural.jpg." Designs like these are easy for non-experienced mural artist to paint and fill in. The colors in these patterned areas would work with the other main theme sections and help connect the whole mural together.

Another technique that I would use in the designs of the mural is seen in "SurrealandMike.jpg." This is a way to make certain images seem 3D and jump out from the mural. It is a special perspective technique that very few mural artists are able to complete. The remaining images in the image folder show how the mural can look and be presented with many different themes and stories. All of these remaining images are similar in scope and size to the Conway location.

On my projects, I always make it a goal to hire a local artist to work with me. Once my organization's work is completed and we depart the area, the local artists can manage any miscellaneous upkeep, as well as actively promote their personal work alongside our collaborative work. The local artist benefits by collaborating with a new studio, learning new techniques we employ, as well as promoting their work and our work within the local area.

With this letter I hope that you can have a better idea of who I am and my working goals. I wish your organization great success in its' endeavors and I hope to hear from you soon. Please feel free to contact me at any time via phone or e-mail.

Sincerely,

Michael William Kirby
President, Murals of Baltimore, LLC

Murals of Baltimore

Website: www.muralsofbaltimore.com www.michaelw Kirby.com e-mail:
info@muralsofbaltimore.com
Murals of Baltimore, LLC
11 South Ann St Baltimore, MD 21231 Tel (410) 522-5515 Fax (410) 522-3098

Outline Conway Wall Mural

- I. Design of Maquette for approval of Client**
 - A. A to scale design of the wall will be drawn.
 - B. A highly detailed decorative design will be created for the wall based on the ideas of the Takoma Park community and the artist Michael Kirby.
 - C. After design has been selected a Colored Maquette will be created to be approved by client.
 - D. This approved Maquette will be used in the painting of the wall.
- II. Preparation Work**
 - A. Work on the wall will begin after completion final Maquette.
 - B. The left side of the site will be completed first followed by the right side.
 - C. Scaffolding will be erected along the wall to gain access to high areas from level ground.
 - D. The wall will be waterpreshered washed clean of all paint and graffiti. Access to a water outlet must be used and on site.
 - E. Stucco Wall will be prepared of all cracks and wholes. Top of wall will be capped and fixed.
 - F. After stucco has cured, Keim Grob will be applied to wall.
 - G. After the Grob has dried, a grid will be applied to wall for application of design.
- III. Painting**
 - A. Keims Paints that have been supplied by Murals of Baltimore will be used to paint the walls and pilasters in a preapproved style using brushes and rollers.
 - B. The painting will begin along the left side and followed working to the right.
 - C. The Mural will be executed in a Tromp L'Œil style that flows with the surrounding area.
- IV. Finishing**
 - A. All detail work on the substrate will use Keims Paints.
 - B. After completion of painting, site area will be cleaned of debris caused by Murals of Baltimore.
 - C. All Scaffolding will be removed.
- V. Time**
 - A. Research for designs: 2 months
 - B. Design preparation: 1 month
 - C. Murals Of Baltimore will take one to two weeks for cleaning and prep. work.
 - D. 3 to 4 months for painting on site.
 - E. Total: 4 to 5 months on site.
- VI. Cost**
 - A. Straight Time per hour:
 - B. Overtime per hour:
 - C. Double Time per Hour:
 - D. Total or Lump Sum: \$20,000.00

VII. Labor

- A. One Project Manager or Master Muralist
- B. One Foreman or Muralist
- C. 2 Assistants

Murals of Baltimore, LLC

11 South Ann St Baltimore, MD 21231 Tel (410) 522-5515 Fax (410) 522-3098

Mural for Conway/Prince George Ave. from Murals of Baltimore(Muralist)

Title:	Conway Mural	Actual Days on Site:	3-4 months
Mural Title:	Conway Mural	Prep Days:	2 months
Date:	11/4/15	Crew Work Days:	3 months
Size:	9 x 253 ft	Equip. Rental Days	2 months

Description: Construction of scaffolding. Application of Keims Grob to wall. Application of grid and final design. Once design has been applied, the design will be painted with Keim Mineral Paints. The Mural will be executed in a tromp l'oeil style that flows with the surrounding area. After completion of the painting stage all material and equipment will be removed. Scaffolding will be brought down and removed.

Acnt.#	Category	Quantity	Days	Budget
100 Equipment and Materials				
Keim Paints (this is an estimated cost and subject to change)				
102	Keim Mineral Paints	50 Liters	n/a	
103	Keim Dilution	40 Liters	n/a	
104	Keim Misc. Colors	n/a	n/a	
105	Keim Grob			
TOTAL				\$ -
Equipment				
105	Brushes	20	n/a	
106	Scaffolding	3 Blocks	4 Months	
107	Airbrush	1		
108	Tools and Misc.	n/a	n/a	
109	Drawing Materials			
110	Water Pressure Hose			
111	Misc. Equipment			
TOTAL				\$ -
200 Assistant Expenses				
201	Head Assistant	1	90	
202	Assistants	2	5	
203	Travel	n/a	n/a	
TOTAL				\$ -
300 Head Muralist Expenses				
301	Head Muralist Fee	1	3-4 Months	
302	Travel	n/a		
303	Proposal Maquette	1		n/a
TOTAL				\$ -
400 Insurance				
		n/a	4 Months	
TOTAL				\$ -
Subtotal				\$ -
Artist's Fees				n/a
TOTAL				\$ 20,000.00

Michael William Kirby
Murals of Baltimore, LLC

(Artist/Painter, Muralist)

11 South Ann Street, Baltimore, MD 21231

Tel: (410) 522-5515; E-mail: info@muralsofbaltimore.com

Personal web page: www.michaelw Kirby.com

www.muralsofbaltimore.com

EDUCATION

- 1994-1998 Graduated with Bachelor in Digital Imaging, Film/Cinema, and Ancient Studies.
University of Maryland Baltimore County, Baltimore, MD, United States Graduated Cum
Lauda GPA 3.54
- 1995-1996 Studied fresco and mural painting with Leonetto Tintori.
Scuola Di Fresco, Prato, Italy
- 1995-1996 Studied History of Ancient Rome and Italian Art
Universita Di Lorenzo De Medici, Florence, Italy
- 1999-2000 Studied fresco and mural painting with Jose Moraila.
Academia De San Carlos, Mexico City, Mexico

MURAL EXPERIENCE

- 2011-12 Awarded Public Art Commission for Fort Worth, Texas Public Art Commission, 25 ft x
90 ft exterior mural in Fort Worth.
- 2011 Mural for Indianapolis Art Commission and Super Bowl
- 2009 Awarded Public Art Commission from the Prince George's County Art in Public Places
to create a mural in Largo, MD.
- 2009 Awarded Public Art Commission from the Monroe County to create series of murals and
public art in Florida Keys.
- 2008 Selected Artist for ArtCorps to create public and community art in Lago Atitlan,
Guatemala. One year residency funded by Guatemalan Presidential Commission.
- 2007-present Contracted to do sculpting and painting for Baltimore Opera Company. Baltimore, MD
- 2007 Selected Muralist to create mural on Logging in Sussex, Canada for International Mural
Festival.
- 2007 Selected Muralist to create mural about Pocahontas and Werowocomoco for 400th
Anniversary celebration of Virginia. Gloucester, VA.
- 2006 Selected Muralist for exterior murals in the City of Baltimore about romance of Eliz
Patterson and Jerome Bonaparte (brother of Napoleon).
- 2006 Selected Studio for National Park Seminary in Sliver Spring, Maryland. Tapestries,
Wood Columns, Plaster Statues, Painting, Masonry, and Decorative Plastering.
- 2006 Selected Muralist for an International Mural Festival and Symposium in Winnipeg,
Canada.
- 2005 Subcontracted to work on Majestic Theatre Restoration (Historic Landmark) by
Evergreene Studios, New York, NY.
- 2005 Mural along Railroad Bridge for CSX Transportation and Concerned Citizens of a Better
Brooklyn. Baltimore, Maryland.
- 2004 Mural along Key Highway for Key Highway Beautification Project Inc., "Three
Baltimores" Baltimore, MD. First and largest mural in Baltimore using Keim Paints.
- 2004 Selected Artist for outdoor public Sculptor Exhibition, Pandamania, for DC Commission
on the Arts and Culture. Washington DC.
- 2004 Selected to paint various Murals entitled "Land of Mary," for Henderson's Wharf Hotel.
Baltimore, Maryland
- 2003 Selected Artist for Maryland Art Place's 17th Annual Critic's Residency
Program. Baltimore, Maryland. Critics Eugene Redmond and Carter Ratcliff

- 2003 Mural, "Baltimore Fire 1904," installed permanently in Baltimore's Fire Department Headquarters.
- 2003 Mural For the Maritime Museum/Preservation Society of Fells Point covering the shipbuilders of Fells Point. Baltimore, Maryland.
- 2001 Solo Exhibition "Sentimientos" in Stoa Gallery, Guadalajara, Jal. Mexico.
- 2000 Mural/Fresco about 1970's Student Revolution for the city of Guadalajara. "Evolución Política" Guadalajara, Jalisco, México
- 2000-01 Assistant Muralist for Jose Moraila in Guadalajara, Mexico. Job included plastering, fresco techniques, mixing, and restorations
- 1997-00 Assistant Muralist for Flavio Cuppola in Florence, Italy. Job was learning and practicing fresco techniques. Worked on various projects throughout Italy.
- 1998-00 Member of "Rome Zoo Intercity Movement," an organization of muralist living in Rome, creating public murals through out Italy. Rome, Italy
- 1999 Outdoor mural for Monte Verde, Rome, Italy.
- 1999 Fresco for Ristorante Roberta, Milano, Italy. Fresco of the titans painted for a restaurant in the center of Milan.
- 1998 Fresco for Ristorante Fiorentina, Florence, Italy. Fresco is landscape scene of the city.
- 1998 Fresco for the church of San Giovanni in Napoli, Italy.

ARTICLES, NEWSPAPERS, AWARDS, AND OTHER MEDIA

- 2009 Featured on BBC World News
- 2009 Elected Treasurer of National Society of Mural Painters in New York City
- 2009 Awarded Creative Baltimore Grant
- 2008 Honored with Artist Award in Painting from the State of Maryland
- 2007 Featured and Interviewed on The Late Show with David Letterman
- 2006 Recipient of William G Baker Grant for community art.
- 2006 Recipient of Banner Neighborhood Program grant for community art.
- 2005 Recipient of William G Baker Grant for Community art.
- 2005-Present Recipient of funding from Balto. Office of Neighborhoods for community art.
- 2004 Recipient of Puffin Foundation Artist Grant.
- 2004-Present Featured on CBS Channel 13 Baltimore, local news for Public Mural.
- 2002-Present Various articles and features written in Baltimore's leading newspaper, the BaltimoreSun.
- 2003 Article written by New York Art Critic, Carter Ratcliff.
- 2003 Featured on Fox News 45, Baltimore for piece created in Artscape.
- 2003 Article in LA Times and wrote "He is the greatest streetpainter in the world."
- 2000 Featured on Good Morning Miami. Local Morning Show in Miami, Florida.
- 2000-01 Articles and features in various newspapers of Guadalajara and Mexico: Mural, Ocho Columnas, El Occidental.
- 1998-99 Articles and features in various newspapers in Italy: Il Gazzettino, Venezia/ La Repubblica, Roma/ Il Tempo, Roma
- 1998 Featured in Documentary on Koln, Germany for creating Ephemeral Mural.

EPHEMERAL MURAL EXPERIENCE

- 2012 Interactive 3D Set for E3 Conference in Los Angeles, CA for Best Buy.
- 2012 Interactive 3D Street Painting for Espacio Outdoor Festival in Montreal, Quebec.
- 2011 Interactive outdoor 3D Set for Smithsonian Institute, American Art Museum in Washington DC.
- 2011 Interactive outdoor Opera set for Madame Butterfly with Sarasota Opera and Sarasota Chalk Festival.
- 2011 Interactive street painting that incorporated Mexican Folkloric Dance in Guadalajara, Mexico
- 2010 Various street paintings for Sultan at Bank of Muscat in Muscat, Oman
- 2010 Featured artist for "Bella Via" in Monterrey, Mexico.

- 2010 Commissioned street painting for the University of Maryland.
- 2010 Awarded Title of “Maestro Madonnaro” or master in Grazie, Italy for the International street painting competition.
- 2010 Commissioned to create Street Painting for 50th Anniversary Conference for Americans for the Arts.
- 2009 Commissioned to create Street Painting by Smithsonian Institute in Washington DC at The Freer and Sackler Gallery of Art.
- 2009 Commissioned by National Geographic to create series of Street Paintings for Museum and Terracotta Warriors in Washington DC.
- 2009 Selected artist for Carnival Cruise Ships to create series of street paintings for promotional launch events in various cities.
- 2008 Featured artist and organized first street painting festival in Baltimore for Harbor East Art Festival.
- 2008 First prize in Original Art for First Dutch Street Painting Festival in Valkenburg, Holland.
- 2008 First prize in original art for International Madonnari Festival in Mantova, Italy
- 2008 Featured artist for National Museum of Art in the Cayman Islands.
- 2007 Featured artist and organized first street painting festival in Virginia for Cook Foundation.
- 2006 Ephemeral Murals for Johns Hopkins University and Cornerstone University
- 2006 Ephemeral Murals for Honda Civic Tour that featured the band, Black Eyed Peas.
- 2005 Created Ephemeral Murals for Red Cross in various cities around USA to help raise money for Katrina Victims.
- 2003-04 Featured Ephemeral Muralist in “Chalk La Strada.” San Diego, California
- 2004 Featured ephemeral muralist for Raleigh Street Painting Festival. Raleigh, North Carolina
- 2003-04 Featured Ephemeral Artist in Artscape, an art festival in Baltimore, Maryland.
- 2004 Featured Ephemeral Artist in “Chalk It Up” in Wausau, Wisconsin.
- 2004 Featured Ephemeral Muralist in Columbia Art Festival. Columbia, Maryland
- 1998-03 Created Ephemeral Mural for city of Guadalajara, Mexico.
- 2003 First Prize in Bakersfield Street Painting Festival.
- 1999-02 Created Ephemeral Mural for Coconut Grove in Miami, Florida.
- 2000-1 Created Ephemeral Murals for the cities of Merida, Veracruz, Guanajuato, Mazatlan, Puerto Vallarta, and Puebla in Mexico.
- 2000-03 Created Ephemeral Murals for Coyocan and Zocolo in Mexico City.
- 2000 Created Ephemeral mural for Carnival in Caracas, Venezuela.
- 2000 Created Ephemeral Murals for the cities of Merida, Maracaibo, and Maracay in Venezuela.
- 2000 Created Ephemeral Mural for the city of Cartegna, Colombia.
- 1999 Created Ephemeral Mural on Gladiators for the Coliseum in Rome, Italy
- 1997-99 Created various Ephemeral murals for the cities of Milano, Venezia, Firenze, Napoli, and Roma in Italy.
- 1999 1st Prize and Master Artist in Geldern Streetpainting Festival. Geldern, Germany
- 1999 Created Ephemeral Murals for the Opera House Paris and Sorbonne. Paris, France
- 1999 Created Ephemeral Murals for the cities of Dijon and Reims in France.
- 1999 Created Ephemeral Mural for the city of Berlin, Germany.
- 1999 Created Ephemeral Mural for the city of Zurich, Switzerland
- 1998 1st. Prize in San Giovanni-Bari Streetpainting Festival. Bari, Italy
- 1998 1st. prize in Marino Streetpainting Festival. Marino, Italy
- 1998 Created Ephemeral mural for Covent Garden in London, England.
- 1998 Created various ephemeral murals for the city of Dublin, Ireland.

LANGUAGES

Italian (fluency in speaking, writing, reading),
Spanish (fluency in speaking and reading).



City of Takoma Park Maryland

CONWAY / PRINCE GEORGE'S AVENUE PUBLIC ART PROJECT

Submission Deadline: Monday, November 9, 2015 – 4:30 p.m.

The City of Takoma Park invites you to submit a proposal for the Conway / Prince George's Avenue Public Art Project. This project is viewed as an opportunity to celebrate Takoma Park's rich history and cultural diversity, to create a sense of community pride in the surrounding neighborhoods, and to pique the curiosities and imaginations of visitors and residents alike.

Location

The concrete retaining wall bordering the neighborhoods at the intersection of Conway and Prince George's Avenues is a blank canvas that, in its current state, is unattractive and does not resonate with neighborhood residents. The City of Takoma Park acquired the retaining wall in the 1980s. Drivers and pedestrians on New Hampshire Avenue and residents in the adjacent neighborhood see it daily.

Proposals must be specifically designed for the site and include all or a significant portion of the poured concrete retaining wall. The entire wall is approximately 253-feet-long, and its height ranges from 1-foot-tall at the shortest section to 9-foot-tall at the tallest section. Images of the wall's five sections with exact dimensions are available upon request.

Images of the project site are included in Exhibit A. Exhibit B includes a site map. Contact Morgan Fecto at MorganF@takomaparkmd.gov to request specific dimensions.

Theme

The City is interested in projects with themes inspired by the space or surrounding neighborhoods. Regardless of theme, all finalists must identify how their proposed project is significant to Takoma Park. This art will become part of Takoma Park's permanent identity. The City wants to know: How does the art relate to Takoma Park's past, present and/or future? How does the art embody the "who, what, when or where" of Takoma Park?

Community Engagement

Community involvement is an important element of the City's public arts goals. Submissions should include a statement detailing how and to what extent the artist will collaborate with neighborhood residents in the development of the design of the project, its fabrication, installation of the work, or a combination of these three phases of the project.

Media

No media restrictions have been established in order to ensure maximum creativity for participating artists. However, the durability, safety and maintenance needs of the work will be considered in the selection process.

Budget

The “all inclusive” budget for this project is \$20,000 and includes the design, engineering, fabrication, transportation, delivery, site preparation, and installation of the work, as well as other associated expenses including liability insurance, worker’s compensation insurance, all necessary travel, and the artist’s fee.

Project Facilitation

Identifying project needs, planning, securing required permits and approvals, and the construction and installation of the selected work will be the sole responsibility of the artist. Housing and Community Development Department staff will be available to answer questions about the site, coordinate partnerships with other City departments, and assist the artist in engaging the community.

Submission Requirements

Proposals should include:

- a. **Contact Information:** Artist name, address, phone number, and e-mail address
- b. **Brief description of concept.** Tell us how it relates to the community and the surrounding neighborhood.
- c. **Concept outline:** Rough project sketches with dimensions and a materials list (we recognize this may change as the project evolves)
- d. **Brief description of your plan to engage the residents** in the development and execution of the proposal (for example, a neighborhood meeting, online survey, or other form of engagement.)
- e. **Proposed Project Budget**
- f. **Proposed Project Schedule**

These materials must be submitted in PDF form. The PDF should be titled with the artists’ last name, an underscore, and “Conway.” For example, “Lastname_Conway” An artist may submit no more than three project proposals for this site.

Deadline for Submissions:

Submissions are due on or before 4:30 p.m. on Monday, November 9, 2015. Submission materials must be sent via email to arts@takomaparkmd.gov with the subject line “Public Art 2015_ Conway”

For additional information or to schedule a time to tour the site contact:

Ian Chamberlain, Construction Manager
lanC@takomaparkmd.gov

Morgan Fecto, Arts
MorganF@takomaparkmd.gov

Exhibit A
Conway / Prince George's Avenue Public Art Project
Location Photos

Conway Avenue and Prince George's Avenue



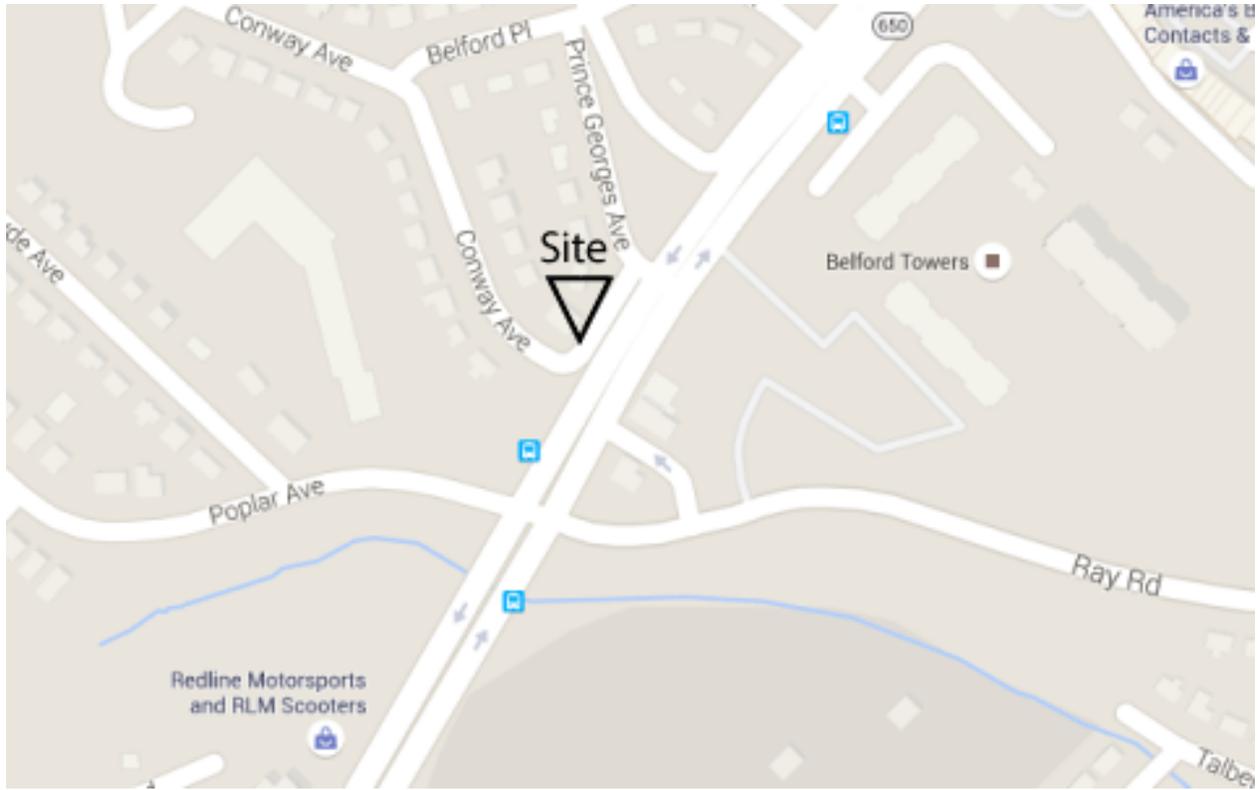
Exhibit A
Conway / Prince George's Avenue Public Art Project
Location Photos

Conway Avenue and Prince George's Avenue



Exhibit B

Conway / Prince George's Avenue Public Art Project
Site Map



Consent Agenda

Agenda Item #	1B
Meeting Date	January 13, 2016
Prepared By	Gregory Clark, Director of Recreation
Approved By	Suzanne Ludlow City Manager

Discussion Item	Single Reading Ordinance Authorizing Execution of a Grant Agreement with Making A New United People (M.A.N.U.P.)
Background	<p>The FY 2016 budget includes funding in support of Making A New United People (M.A.N.U.P.) and its mentoring program for City youth ages 12-24.</p> <p>The accompanying ordinance authorizes the execution of an agreement with Making A New United People (M.A.N.U.P.) and the disbursement of funds in an amount not to exceed \$35,000. The M.A.N.U.P. program funds will be released for events specified in the grant application detailing planned activities, proposed benchmarks, and success measures. Funds will be distributed on a monthly basis after receipt of monthly financial statements and progress reports. The Agreement will expire on June 30, 2016.</p>
Policy	<p>Takoma Park City Council's vision of a sustainable and livable community.</p> <p><i>Takoma Park Strategic Plan FY2010 - FY2015</i></p>
Fiscal Impact	The FY 2016 Budget includes \$35,000 for this project. There is no matching requirement for M.A.N.U.P.
Attachments	<ul style="list-style-type: none"> • Single Reading Ordinance • Grant Application
Recommendation	Adopt the ordinance.
Special Consideration	

Introduced by:

Single Reading

CITY OF TAKOMA PARK, MARYLAND

ORDINANCE NO. 2016-

**AUTHORIZING EXECUTION OF A GRANT AGREEMENT WITH
MAKING A NEW UNITED PEOPLE (M.A.N.U.P.)**

WHEREAS, M.A.N.U.P. encourages and supports at-risk youth and young adults, ages 12-24, to achieve educational and life successes and provides prevention and support against youth violence and incarceration; and

WHEREAS, the City Council included \$35,000 in the FY 2016 budget to support M.A.N.U.P. programming for youth; and

WHEREAS, M.A.N.U.P. described its plans for implementing the programs in its grant application of September 24, 2015; and

WHEREAS, Recreation Department staff reviewed the plans and found them to be in conformance with the Council's goals for supporting Takoma Park's at-risk youth and young adults.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT:

SECTION 1. City grant funds are awarded to Making A New United People in an amount not to exceed \$35,000 for programming in support of the City's at-risk youth and young adults.

SECTION 2. The City Manager is authorized to execute an agreement and take any action necessary to carry out the intent of this ordinance.

SECTION 3. This ordinance shall become effective immediately.

Adopted this _____ day of _____, 2016 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT:



1. Application date: 9/24/2015
2. Grant Program: Program Support Grant
3. Organization name and contact information: Making A New United People (M.A.N.U.P.), 5379 Blaine St. NE, Washington, D.C. 20019, Mailing: 423 Browning Court, Takoma Park, MD 20912, 215.620.2849, www.manupnow.org
4. Federal tax-exempt number: 80-0426767
5. Name, title, telephone number, and email address of CEO or executive director: Brandon Johns, Executive Director, 215.620.2849, Brandon.johns@manupnow.org
6. Name, title, telephone number, and email address of contact person for this proposal: N/A
7. Total current organizational budget: \$197,155
8. Total project budget: \$ 123,150
9. Dollar amount of this grant request: \$35,000
10. Total value of required match: \$35,000
11. Organization's fiscal year: July - June
12. Purpose of this grant request, including brief description of the population and number of individuals served, and geographic area(s) that will benefit: The purpose of this grant is to provide operational support for our organization which will in turn offer support to at least 250 youth and young adults in the Takoma Park, MD community.
13. Signature of executive director or other authorizing official:



ORGANIZATIONAL INFORMATION: All grant applicants must complete this section. If applying for a general Operational Support Grant, this section should be no more than five (5) pages double-spaced. If applying for a Program Support, Cultural/STEM or Capital Project grant, this section should be no more than four (4) pages double-spaced.

1. Briefly describe your organization’s history, mission, and goals.

Making A New United People (M.A.N.U.P.), is a 501.C(3) community created, non-profit, mentoring organization. It was created in Takoma Park, MD to encourage and support at risk youth and young adults, ages 12-24, to achieve educational and life successes, and to provide prevention and support against youth violence and incarceration.

Through our mentoring and supplementary programs we work to end the school to prison pipeline. We also change the culture of our youth by re-engaging them in their education, fostering self-awareness and empowerment, cultivating economic awareness, and developing social responsibility.

2. Briefly describe the role of your organization’s board of directors, including how your board carries out its responsibilities for financial and programmatic oversight and fundraising.

Our board members advise and assist us with recruitment, fundraising, curriculum and direct services. They develop our organization's policies, as well as provide oversight and management of the organization. We have monthly meetings where we discuss the activities and direction of the organization in relation to our intended goals. Our board of directors determines how to budget and disperse funds to support our overarching



missions including advocacy and public relations, elevating awareness of our goals and raising funds. They also determine staff payment and administrative costs, while crafting the budget. Everyone serving on the board is involved in raising monies through the use of marketing, one-on-one engagement, publicity and their volunteer workforce.

3. Briefly describe the current activities, recent accomplishments, and future plans of your organization.

We currently provide mentorship in community centers and in schools in Montgomery and Prince George's county. We have recently received the Azalea Award for Mentor Organization of the Year, Wells Fargo Community Organization of the year and have received acknowledgement from the schools and communities we are supporting. Future plans for our organization include building M.A.N.U.P's capacity to continue advocacy and community building. We plan to implement additional mentoring and support services for disconnected youth in the community.

4. Briefly describe how the population you serve is involved in the work of your organization.

The youth we work with are very instrumental in developing our program curriculum and activities. We implement their suggestions as they participate in the decision-making process. They are involved in the planning and execution of all projects and goals. Furthermore, they are represented throughout the organization and there are



opportunities for them to grow. The older youth transition to peer mentors and manage the weekly sessions. The youth help us reach our goals and are essential in influencing the direction of the program.

5. Briefly describe your most significant collaborations and partnerships with other entities in your field or geographic area.

We are currently one of the lead organizations in the Takoma Park Youth Collaborative convened by CHEER and we are also one of the lead organizations involved in a new Montgomery County collaborative that holds forums for African American Youth. In addition, we are among the lead non-profits supporting the county's pledge to promote the President's "My Brother Keeper Initiative". Furthermore, the Takoma Park Recreation Department is one of our prime and most appreciated partners.

6. Program Support, Cultural/STEM or Capital Project grant requests only: What results are you committed to achieving during the grant period? What is the timeline for accomplishing these results? What evidence will prove your success?

During the grant period we will give support to over 100 youth in the Takoma Park community, through group and individual mentoring programming. Our youth will have a relationship with at least one caring adult, which is a developmental need for youth. In addition, they will receive programs that will increase their developmental capacities. We work with youth ages 19-24 for our peer mentorship program, which



also develops their capacity and workforce skills. We plan to complete all tasks related to program and youth development by February and March of 2016. We will evaluate curriculum and develop critical indicators of success to be used as outcome measures as well as design evaluation instruments. Our success will come from higher youth engagement and graduation rates as well as a steady growth of our youth joining the workforce.



PROGRAM INFORMATION: Complete only if applying for Program Support or Cultural/STEM grants. For Capital Project and general Operational Support grant requests, please see Appendices I and II. This section should be no more than four (4) pages double-spaced.

1. What problem or need does your project or program address?

In the Takoma Park community, large segments of youth are failing in key educational achievement metrics and becoming both the victims, as well as the perpetrators, of violent crime, leading to incarceration. The Montgomery County Child Welfare Department has identified the need for strategies to support their adolescent population: "Each year increasing numbers of these youth are exiting the child welfare system devoid of any connection to supportive and caring adults. This lack of positive relations, compounded with limited education, life skills and resources, places these young adults at risk." Statistics show students who meet regularly with their mentors are 52% less likely than their peers to skip a day of school and 37% less likely to skip a class. Youth who meet regularly with their mentors are also 46% less likely than their peers to start using illegal drugs and 27% less likely to start drinking. The strongest benefit of mentoring, and most consistent across risk groups, was a reduction in depressive symptoms.

2. What is your proposed solution to this problem or need?

We will encourage and support at risk youth and young adults, ages 12-24, to achieve educational and life successes, and to provide prevention and support against youth violence



and incarceration. Through our mentoring and supplementary programs we work to end the school to prison pipeline. We also change the culture of our youth by re-engaging them in their education, fostering self-awareness and empowerment, cultivating economic awareness, and developing social responsibility.

3. What is the plan for implementation of this project or program?

Our plan for implementation is through the following programs:

- **Mentoring Program**

Our original mentoring program remains our core program and is conducted every Tuesday at the Teen Lounge of the Takoma Park Community Center. The mentoring sessions vary from role-play sessions for conflict management, college preparatory classes, financial management seminars, health and nutrition sessions, workforce development courses, and a host of other activities to expose the youth to positive role models and goals. All of our topics fall inside of our platforms of education, self-empowerment, economic awareness and social responsibility. This program is meant to support them in their weekly endeavors and prepare them to lead successful lives.

- **Basketball Program**

Our Friday Night Lights basketball- mentorship program which partners with the Hank Gathers Legacy Group is a monthly combination of basketball and mentoring designed to keep at risk youth off the street during major crime periods



and pair them with positive role models. It combines mentorship, discipline from basketball activities and a safe place to pair mentors with “at risk” youth. The programs are held in Takoma Park and Montgomery County Recreation Centers. Clips from our first program on March 13th 2015 at the Takoma Park Recreation center, were aired on CBS prior to the March Madness NCAA Elite 8 basketball game as part of the story of the son of Hank Gathers our partner in the program.

- **Youth Led Forums**

Our youth leadership program trains and supports youth in strategizing, leading and implementing forums with law enforcement, City and County officials, and community/youth organizations. Youth have an opportunity to exchange questions and comments with leaders in our community. At our last forum youth exchanged questions and comments with Takoma Park Police Department Captain Tyrone Collington and Mr. Ron Hampton a former metropolitan police officer. These quarterly forums provide youth with a safe place to have their voices heard by diverse members of society.

- **Peer Mentorship Program**

Certain youth who have graduated from the M.A.N.U.P. program have become peer mentors. The peer mentorship program allows our graduated youth to interact with youth still participating in the program. These sessions are extremely beneficial because the peer-to-peer relationships develop close connections and positive trust



influences. The Peer Mentorship Program also provides the graduates with a vehicle to give back to the community.

- **In-School Mentoring Program**

Our in-school mentoring program consists of both group and one on one mentoring sessions during school hours for Prince George's and Montgomery County High School and Middle Schools. The program pairs students with positive mentors. This additional support system assists students in overcoming obstacles in their personal and academic lives, thus allowing them to be more engaged in school. This mentoring improves performance and graduation rates. We are currently working with Prince George High Schools and will begin work with schools in Montgomery County in April.

4. Is this a new project or program? If yes, how was the project approach developed?

If not, what have you accomplished so far?

We have made many strides since the implantation of our program. Since 2009 we have worked with nearly 400 youth, and young adults in the Takoma Park area. Our work has resulted in youth gaining supportive relationships with positive role models and gaining reassuring relationships needed to succeed. Our program also provides youth with a safe and positive place to discuss the serious issues they face. Additionally, this year we have received AYD Youth Development Training and will be adding programs that build youth capacity.



5. Are there additional partners who you are working with for this project (who were not listed in the previous section)? If so, who are they and what are their roles?

We are currently one of the lead organizations in the Takoma Park Youth Collaborative convened by CHEER and we are also one of the lead organizations involved in a new Montgomery County collaborative that holds forums for African American Youth. These recent endeavors have expanded our partnerships to organizations such as CHEER, Montgomery College, Arts on the Block, Gandhi Brigade, City of Takoma Park, Washington Adventist University, Our Voices Matter, and a number of other organizations. We also work and have facilitated forums with a new Montgomery County Collaborative aimed at helping at risk males. We will also be one of the non-profits supporting the county's pledge to promote the President's "My Brother Keeper Initiative". Additionally, the Takoma Park Recreation Department is one of our prime and most appreciated partners. The organizations involved in the Takoma Park Youth Collaborative assist in facilitating and planning the youth serving programs.

6. What results are you committed to achieving during the grant period? What is the timeline for accomplishing these results? What evidence will prove your success?

During the grant period we will give support to over 100 youth in the Takoma Park community, through group and individual mentoring programming. Our youth will have a relationship with at least one caring adult, which is a developmental need for youth, as well as receive programs that will increase their developmental capacities. We also work with



youth ages 19-24 for our peer mentorship program, which also develops their capacity and workforce skills. Through our youth led forums we have created a secure space for youth and law enforcement to have a healthy dialogue. These continuous conversations will assist in preventing further negative youth and community - law enforcement contact.

Our work with the TP Youth Collaborative has aided in drawing together different communities of Takoma Park. We have been successful in bringing together vulnerable youth with positive members of the Takoma Park community that historically have not worked together. We have also had these same youth attend City Council and other civic meetings.

Evidence of our success will include the feedback we receive from local high schools and parent groups indicating that our program has assisted in increased youth attendance and improved high school graduation rates.

Work Session

Agenda Item #	2
Meeting Date	January 13, 2016
Prepared By	Jessie Carpenter City Clerk
Approved By	Suzanne Ludlow City Manager

Discussion Item	Update from the Board of Elections
Background	<p>Marilyn Abbott, Chair of the Board of Elections, will update the Council on the Board’s activities over the past year.</p> <p>Members of the Board of Elections: Marilyn Abbott (Ward 1); James Roberts (Ward 2); Brian Ernst (Ward 3); Arthur David Olson (Ward 4); Beatriz York (Ward 5); and Paras Shah (Ward 6). There is one vacancy.</p>
Policy	<p>As established in the City Code, the Board of Elections shall:</p> <ul style="list-style-type: none"> A. Plan and conduct regular and special City elections in coordination with the City Clerk; B. Encourage voter registration in the City; C. Conduct voter education programs and prepare and distribute voter outreach materials; D. Recommend to the Council amendments to the City’s elections law and regulations when it deems such amendments are necessary and will provide for the improved conduct of elections; E. Periodically review City elections procedures; F. Serve as election judges in City elections; G. Recommend additional qualified individuals to the Council for appointment as election judges during a regular or special City election; H. Perform such other duties as may be assigned to the Board of Elections by Charter, ordinances and resolutions, and by the direction of the Council.
Fiscal Impact	N/A
Attachments	Board of Elections Annual Report
Recommendation	Review the report and hear the update.
Special Consideration	

CITY OF TAKOMA PARK, MARYLAND

CITY ELECTION, NOVEMBER 3, 2015

ELECTION REPORT



TAKOMA PARK BOARD OF ELECTIONS

Marilyn R. Abbott, Chairman
Brian Ernst
Arthur David Olson
James C. Roberts
Paras N. Shah
Beatriz York

ELECTIONS ADMINISTRATORS

Jessie Carpenter, City Clerk
Irma Navarte, Assistant City Clerk

December 11, 2015

ELECTION JUDGES

Lori G. Borrud

Matoki Brim

Mary Beth Hatem

Eugene Herman

April Kissel

Gregory G. Lebel

Jeremy Moore

Joelle Rabion

Anne Sergeant

Beverly Toler

Achamma "Sue" S. Vedamony

The Board of Elections (BOE) is pleased to transmit its 2015 General Election Report.

In the 2015 election, voters cast paper ballots either during the early voting period, on election day, or through the absentee ballot process. A manual count of the ballots was conducted by teams using the tally sheet counting method.

The six members of the Board of Elections, the City Clerk, the Assistant City Clerk, and 12 election judges, conducted the election. The Takoma Park Recreation Department provided much appreciated assistance as did the Montgomery County Board of Elections.

The Board developed an election manual which was used to train the election judges and also serve as a reference.

- 1 During this election 2,552 residents voted. This is more than double the turnout for the 2013 election when 1,199 residents voted.

There may be multiple reasons for this increased voter participation. This year, there were contested races for mayor, for council in Ward 1, and for council in Ward 6. An advisory referendum was on the ballot. Extensive outreach was done by the Board of Elections, candidates, and community organizations.



Early in the year the Board adopted a logo for use in branding elections materials.

Two 3' x 8' vinyl banners announcing the Takoma Park election were purchased. The banners were used at early voting locations and voter registration events.

The Board created E Pluri-bus, and entered it in the Independence Day parade.

Custom fortune cookies predicting that the person would vote on November 3, bookmarks, flyers announcing voting times and locations, and bus stop posters were created and used.

Additionally, early voting was expanded to include voting at locations other than the community center: New Hampshire Avenue Recreation Center and Sligo Creek Park.

- 2 The 2,552 residents who voted comprise approximately 21% of registered residents.

The City was provided voter lists from the Montgomery County Board of Elections. The list was current as of 21 days before the election. To it, voters registered during early voting or on Election Day were added, to indicate 12,158 registered voters in the City.

- 3 The count of the number of 16 and 17 year olds who voted, as well as the number of Takoma Park Only voters, were provided by the County Board of Elections.

Forty-seven (47), or 44.8%, of eligible 16 and 17 year olds voted. Of the total 105 eligible 16 and 17 year old voters, 82 were pre-registered and 23 registered during either early voting or on Election Day.

Seventy-one (71), or 13.6%, of eligible non-citizen residents voted. Of the total 523 eligible non-citizen resident voters 488 were pre-registered and 35 registered during either early voting or on Election Day.

- 4 The E-Pollbooks used to check-in voters were leased from the Montgomery County Board of Elections.
- 5 Assistance was provided to voters in Spanish, French, and Chinese. A total of 94 persons were registered and able to vote the same day and assistance was provided to 73 voters in updating their voter information or understanding the voting process.
- 6 The initial canvass (count) was conducted on Election Night and preliminary results announced. This initial canvass included the majority of the absentee ballots. No provisional ballots were cast.

Members of the Board of Elections met November 4 to review the returns from election night and the remaining absentee ballots. During this review an additional tally sheet recording votes on the referendum, 40 additional absentee ballots, and two ballots not included in the initial count, were identified. Votes added did not affect the results announced election night.

The final results are as follows:

		Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Total
Referendum	For	597	396	467	159	131	194	1944
	Against	119	75	97	22	21	72	406
	Other*	37	16	26	73	11	36	199
Mayor	Holmes	60	40	61	47	19	37	264
	Stewart	669	431	510	169	138	252	2169
	Write-In	16	12	12	5	3	10	58
	Other*	8	5	7	33	3	5	61
Council	Ward 1			Ward 2			Ward 3	
	Kovar	631		Male	443		Qureshi	532
	Thuronyi	32		Write-In	22		Write-In	18
	Wallace	86		Other*	23		Other*	40
	Write-In	1						
	Other*	3						
Council	Ward 4			Ward 5			Ward 6	
	Seamans	241		Smith	149		Schultz	206
	Write-In	3		Write-In	9		Small**	86
	Other*	10		Other*	5		Write-In	4
						Other*	6	
*Other includes blank ballots and over-voted or other ballots where voter intent is not clear.								
**Mr. Small was a registered write-in.								

In order to be elected, a candidate must receive a majority of valid votes. All ballots offered the opportunity to rank candidates by order of choice, including write-ins. In all contests one candidate received a majority of first choices in the first round. Therefore, additional rounds of counting were not needed.

Seven hundred eighty-four (784) residents voted early. Early voting on October 30 was conducted at the New Hampshire Avenue Recreation Center in Ward 6. Early voting on October 31 was conducted in Sligo Creek Park at Sligo Creek Parkway and Kennebec Avenue, in Ward 5. The other three days of early voting were conducted at the Community Center.

One thousand seven hundred sixty-eight (1,768) ballots (both in person and absentee) were cast on election day. All voting election day was at the Community Center.

The final voting distribution is as follows:

Vote Recap (number of ballots cast)							
	28-Oct	29-Oct	30-Oct	31-Oct	1-Nov	3-Nov	Total
Ward 1	19	29	4	26	132	541	751
Ward 2	12	15	5	60	39	357	488
Ward 3	27	20	4	63	92	384	590
Ward 4	8	7	2	7	21	209	254
Ward 5	3	1	0	59	14	86	163
Ward 6	7	3	74	11	20	191	306
Total	76	75	89	226	318	1768	2552
Vote Recap (percent of registered voters casting ballots)							
	Ballots Cast	No. of Regist'd Voters	Percent Voting				
Ward 1	751	2528	29.7%				
Ward 2	488	2365	20.6%				
Ward 3	590	2497	23.6%				
Ward 4	254	1593	15.9%				
Ward 5	163	1499	10.9%				
Ward 6	306	1676	18.3%				
Total	2552	12158	21.0%				

- 7 The Board of Elections met on November 6 to review ballots with write-in as the first choice. Attached is the list of write-in choices. In some instances, the voter selected “write-in” as the first choice but failed to write in a name.
- 8 A copy of the Voter Intent guide developed by the Board and used to train election judges is attached. During its review of those ballots recorded as “other” or “invalid”, the Board determined that all ballots were correctly called during the tallying election night.
- 9 This year the Board used the front lobby for check-in and both the Azalea Room and Lilac Room for voting. Voters were directed to the front hallway and then the appropriate room depending on which ward they were registered in. Same day registration, voter assistance, and accessible voting were set up in the Rose Room. This arrangement provided an easy flow and adequate room for voting.

This concludes our report.

November 3, 2015 City Election Write-In Votes

Ward 1 City Council	None	Ward 4 City Council	Arthur David Olson Bruce Andersen James Major George
Ward 2 City Council	Adam Frank Blank Catherine Tunis Colleen Clay (5) Herman Bel Bouma Jack Carson John Degen (2) Kevin Adler Kodos Mickey Mouse Paul Bunyan Roberta Wright (2) Samantha Ager Sandra Filippi (3)	Ward 5 City Council	Bao Bao the Panda Jorge Ramos Joseph Xavier (2) Kenneth Tucker Lydia A. Cordes (Condes?) Mark Rupp (2) Mike Tabor
Ward 3 City Council	Beth Baker Blank Daniel Zisel Emily Van Loon Jason Small Jeffery Trunzo Linda Kolko Louise A. Howells Mike Graul None None of Above Rebecca Smith Roger Schlegel Terry Seamens Ward 4 Thomas Wachter (2) Una Kettering (2)	Ward 6 City Council	Blank Jason Smith Lily Laura Not Them

November 3, 2015 City Election Write-In Votes

Mayor (all wards)

Abstain	James Major George	Pat Neill
Alan Henney	Jarrett Smith	Peter Kovar
Bernie Sanders	Jensnifer Layke	Pierre Perrolle
Blank (3)	Les Noise	Reuben Sniper
Catherine Tunis (4)	Leticia Montfort	Rosco Rooster
Colleen Clay	Lorig Charkoudian	Samantha Ager
Deborah King	Mary Joel Holin	Seth Grimes (10)
Donna J. Victoria (2)	N/A	Susan Baker
Experience Counts!	Neither	Taco Bell (3)
Fred Feinstein (2)	None of Above	Terry Seamens
Gaia	None of the above	Theodore A. Deppner
Goldie Wilson III	Not Them	Tim Male

VOTER INTENT

<p>a</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;"></th> <th style="width: 15%; text-align: center;">1st Choice</th> <th style="width: 15%; text-align: center;">2nd Choice</th> <th style="width: 15%; text-align: center;">3rd Choice</th> <th style="width: 15%; text-align: center;">4th Choice</th> </tr> </thead> <tbody> <tr> <td>George Brown</td> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> <tr> <td>Fred Sampson</td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> <tr> <td>Mary Smith</td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> <tr> <td>Write-In _____</td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> </tbody> </table>		1 st Choice	2 nd Choice	3 rd Choice	4 th Choice	George Brown	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Fred Sampson	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Mary Smith	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Write-In _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p style="text-align: center;">PROPERLY MARKED</p> <ul style="list-style-type: none"> • 1st choice vote will be counted. • 2nd choice vote will be counted only after the voter's first choice candidate is eliminated. • 3rd choice vote will be counted only after the voter's first and second choice candidates are eliminated.
	1 st Choice	2 nd Choice	3 rd Choice	4 th Choice																						
George Brown	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>																						
Fred Sampson	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>																						
Mary Smith	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>																						
Write-In _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>																						
<p>b</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;"></th> <th style="width: 15%; text-align: center;">1st Choice</th> <th style="width: 15%; text-align: center;">2nd Choice</th> <th style="width: 15%; text-align: center;">3rd Choice</th> <th style="width: 15%; text-align: center;">4th Choice</th> </tr> </thead> <tbody> <tr> <td>George Brown</td> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> <tr> <td>Fred Sampson</td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> <tr> <td>Mary Smith</td> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> <tr> <td>Write-In <i>Betsy Lindy</i></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> </tbody> </table>		1 st Choice	2 nd Choice	3 rd Choice	4 th Choice	George Brown	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Fred Sampson	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Mary Smith	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Write-In <i>Betsy Lindy</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p style="text-align: center;">OVER-VOTED 1st RANKING</p> <ul style="list-style-type: none"> • Unable to determine voter intent on 1st choice. This ballot is exhausted.
	1 st Choice	2 nd Choice	3 rd Choice	4 th Choice																						
George Brown	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>																						
Fred Sampson	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>																						
Mary Smith	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>																						
Write-In <i>Betsy Lindy</i>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>																						
<p>c</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;"></th> <th style="width: 15%; text-align: center;">1st Choice</th> <th style="width: 15%; text-align: center;">2nd Choice</th> <th style="width: 15%; text-align: center;">3rd Choice</th> <th style="width: 15%; text-align: center;">4th Choice</th> </tr> </thead> <tbody> <tr> <td>George Brown</td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> <tr> <td>Fred Sampson</td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> <tr> <td>Mary Smith</td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> <tr> <td>Write-In <i>Betsy Lindy</i></td> <td style="text-align: center;"><input checked="" type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> <td style="text-align: center;"><input type="radio"/></td> </tr> </tbody> </table>		1 st Choice	2 nd Choice	3 rd Choice	4 th Choice	George Brown	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Fred Sampson	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Mary Smith	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Write-In <i>Betsy Lindy</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<p style="text-align: center;">OVER-VOTED 2nd RANKING</p> <ul style="list-style-type: none"> ○ 1st choice vote will be counted. ○ This ballot is exhausted after the 1st round.
	1 st Choice	2 nd Choice	3 rd Choice	4 th Choice																						
George Brown	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>																						
Fred Sampson	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>																						
Mary Smith	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>																						
Write-In <i>Betsy Lindy</i>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>																						

VOTER INTENT

d	1 st Choice	2 nd Choice	3 rd Choice	4 th Choice	DUPLICATE RANKING <ul style="list-style-type: none"> 1st choice vote will be counted. If the first choice candidate is eliminated, the 2nd, 3rd, and 4th choices are meaningless.
George Brown	●	●	●	●	
Fred Sampson	○	○	○	○	
Mary Smith	○	○	○	○	
Write-In	○	○	○	○	
<hr/>					
e	1 st Choice	2 nd Choice	3 rd Choice	4 th Choice	UN-USED RANKING/EXHAUSTED BALLOT <ul style="list-style-type: none"> 1st choice vote will be counted. 2nd choice vote will only be counted after the voter's 1st choice candidate is eliminated. 3rd choice vote is blank, so ballot is exhausted after the second round.
George Brown	●	○	○	○	
Fred Sampson	○	●	○	○	
Mary Smith	○	○	○	○	
Write-In	○	○	○	○	
<hr/>					
f	1 st Choice	2 nd Choice	3 rd Choice	4 th Choice	SKIPPED RANKING <ul style="list-style-type: none"> 1st choice vote will be counted. 3rd choice vote will be counted in the second round if the 1st choice candidate is eliminated.
George Brown	○	○	○	○	
Fred Sampson	●	○	○	○	
Mary Smith	○	○	●	○	
Write-In	○	○	○	○	
<hr/>					
g	1 st Choice	2 nd Choice	3 rd Choice	4 th Choice	SKIPPED RANKING <ul style="list-style-type: none"> This vote will not be counted. Per the Municipal Code, "ballots skipping more than one number shall be declared exhausted when this skipping of numbers is reached".
George Brown	○	○	○	○	
Fred Sampson	○	○	●	○	
Mary Smith	○	○	○	○	
Write-In	○	○	○	○	

VOTER INTENT

h		1 st Choice	2 nd Choice	3 rd Choice	4 th Choice	<p style="text-align: center;">UNDER VOTE/BLANK BALLOT</p> <ul style="list-style-type: none"> • This is a blank ballot; it will not be counted.
	George Brown	0	0	0	0	
	Fred Sampson	0	0	0	0	
	Mary Smith	0	0	0	0	
	Write-In _____	0	0	0	0	
i		1 st Choice	2 nd Choice	3 rd Choice	4 th Choice	<p style="text-align: center;">WRITE-IN</p> <ul style="list-style-type: none"> • This is a vote for the write-in. Voter intent is clear.
	George Brown	0	0	0	0	
	Fred Sampson	0	0	0	0	
	Mary Smith	0	0	0	0	
	Write-In <i>Betsy Lindy</i>	0	0	0	0	
j		1 st Choice	2 nd Choice	3 rd Choice	4 th Choice	<p style="text-align: center;">INCONSISTENT ORDERING</p> <ul style="list-style-type: none"> • 1st choice vote will be counted. • 2nd choice vote will only be counted after the voter's 1st choice candidate is eliminated. • If the 1st choice candidate is eliminated, the 3rd choice vote is meaningless and will not be counted. The ballot is invalid at the 3rd round.
	George Brown	0	●	0	0	
	Fred Sampson	0	0	0	0	
	Mary Smith	●	0	●	0	
	Write-In _____	0	0	0	0	

VOTER INTENT

	1 st Choice	2 nd Choice	3 rd Choice	4 th Choice	
k					WRITE-IN FOR NAMED CANDIDATE
George Brown	O	O	O	O	<ul style="list-style-type: none"> • 1st choice vote will be counted as a vote for the named candidate. Voter intent is clear.
Fred Sampson	O	O	O	O	
Mary Smith	O	O	O	O	
Write-In					
<i>George Brown</i>	●	O	O	O	
l					ACCEPTED MARK
George Brown	O	O	O	O	<ul style="list-style-type: none"> • 1st choice vote will be counted. Voter intent is clear.
Fred Sampson	X	O	O	O	
Mary Smith	O	O	O	O	
Write-In					
_____	O	O	O	O	

Work Session

Agenda Item #	3
Meeting Date	January 13, 2016
Prepared By	Sara Anne Daines HCD Director
Approved By	Suzanne R. Ludlow City Manager

Discussion Item	Briefing on the Crossroads Farmers Market and Request to Close Anne Street for the Market
Background	<p>The Crossroads Farmers Market, a program of the Crossroads Community Food Network, is a community-based farmers market located in the Takoma Park/Langley Park Crossroads area. Established in June 2007 with the support of the City, the market provides affordable access to fresh, local, and healthy foods from local vendors to people from all backgrounds and incomes. The weekly market is open every Wednesday between 11:00 a.m. and 3:00 p.m. during the months of June through November. It is currently located on Anne Street, between University Boulevard and Hammond Avenue. Additional information on the market is available online at: https://www.crossroadscommunityfoodnetwork.org/crossroads-farmers-market/</p> <p>Executive Director Christie Balch and Programs Manager Michelle Dudley have been invited to provide the Council with a briefing on the market and to discuss their interest in continuing to use Anne Street for the upcoming season.</p>
Policy	<p>To work in partnership with others to ensure a Takoma Park that is fiscally, environmentally, and economically sustainable for the city and its residents”</p> <p style="text-align: right;"><i>Takoma Park Strategic Plan</i></p>
Fiscal Impact	N/A
Attachments	<ul style="list-style-type: none"> • Crossroads Farmers Market '15: A Year in Review • Crossroads Farmers Market 2015: By the Numbers
Recommendation	To provide direction to staff on how to proceed with the organization’s request to continue to use Anne Street for the Crossroads Farmers Market
Special Consideration	



CROSSROADS FARMERS MARKET **2015** –By the Numbers

Year	Fresh Checks Distributed	Total # individuals/ Households	WIC Households	Senior Participants	SNAP Households
2007	\$7,000	n/a	n/a	n/a	n/a
2008	\$10,206	574	496	71	7
2009	\$14,077	758	593	141	24
2010	\$39,225	1,247	930	188	129
2011	\$62,774	1,613	1,047	287	279
2012	\$60,895	1,540	1,055	382	103
2013	\$49,371	1,643	1,007	448	188
2014	\$58,033	2,028	1,140	674	214
2015	\$60,404	1,931	1,252	456	223
TOTAL	\$361,985	11,334	7,520	2,647	1,167

Payment Type	2012 redemption @ 7676	2013 redemption @ 7676	2014 redemption ON ANNE STREET!	2015 redemption 2 nd year ANNE ST.
SNAP/EBT	\$5,200	\$6,568	\$8,239	\$11,637
MD WIC FMNP	\$20,392	\$15,843	\$19,272	\$22,652
MD WIC FVC	\$5,525	\$5,046	\$6,060	\$6,675
MD Senior FMNP	\$2,230	\$2,835	\$2,929	\$3,472
Fresh Checks	\$59,908	\$47,690	\$60,136	\$62,476
Cash	\$14,173	\$14,800	\$58,663	\$63,577
Credit/Debit	\$2,630	\$2,445	\$9,655	\$26,689
DC WIC/SFMNP	n/a	n/a	\$973	\$845
Total (25 wks)	\$110,058	\$95,227	\$165,927	\$198,023

CROSSROADS FARMERS MARKET **2015** –*By the Numbers*

Debit/credit sales near quadrupled due in great part to our multi-farm CSA. CSA sales were approximately **\$18,750**. Special thanks to City employees who supported the market weekly through our CSA! At least 85% of CSA members reside in 20912.

22 educational food demos in 25 weeks

11 free concerts by 12 community musicians. 5 of these musicians reside in 20912.

1,169 was the average attendance per Wednesday based on our Market Metrics calculations.

38 farmers/farm hands/sales associates/food vendors (28) as well as staff (10) had some form of employment at CFM in 2015. 5 paid staff members reside in 20912.

48 volunteers for Crossroads Farmers Market 2015 logged **800 volunteer hours**. 13 of these volunteers reside in 20912.

213 senior food security surveys were conducted in October in **6 languages!** The majority of our 456 senior shoppers come to market at-least biweekly. Seniors report that they want more health screenings at market next year. We learned that while 46% of our senior shoppers receive food stamps only 38% of senior shoppers even knew that we doubled SNAP at market. We're now assisting eligible senior shoppers with SNAP applications and planning for improved promotion of SNAP doubling among seniors next season. 50% of senior spending at market is Fresh Checks, meaning our senior eligibility incentives leveraged an equal amount of sales. 96 seniors served (or 21%) reside in 20912.

14 vendors during the peak of our season. 1 vendor resides in 20912.

75% of market vendors are immigrants. 1 vendor resides in 20912.

1,252 WIC registered families served in 2015. 24% reside in 20912.

223 SNAP registered families served in 2015. 17% reside in 20912.

3,063 pounds of fresh produce were donated to Takoma Park Meals on Wheels (estimated retail value reported: \$4,300) to make fresh, healthy meals for homebound neighbors. Other vendors donated 180+ pounds of food for Crossroads special events and volunteers.

As part of the Farmers Market Metrics Project we surveyed 224 additional shoppers and learned that about 50% arrive at market in a personal vehicle, 30% walk to market and 20% carpool or take public transportation to market. About 40% of shoppers had spent or planned to spend money at neighboring businesses before or after their stop at the market (average spending: \$25.25) Crossroads Market stimulates it's local economy!

Crossroads Farmers Market '15

A YEAR IN REVIEW

30%
of shoppers
walk to market



1,169
average
attendance on
Wednesdays

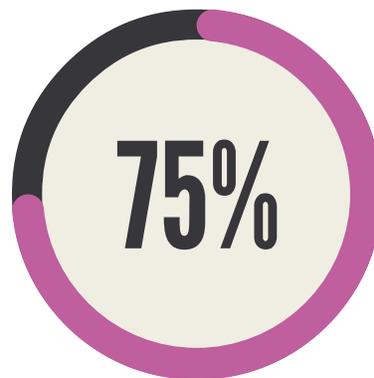
1,000+
community members
received healthy
eating education at
market or school

**The Washington
Post**

covered our market in their
story, "Crossroads Farmers
Market closes the income
gap with fresh produce"

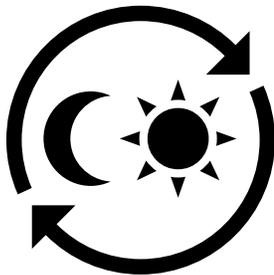


languages spoken at
market each week



of vendors are
immigrants

800
volunteer hours
performed



3,063 pounds

of fresh produce donated
to Meals on Wheels



Our 10th season opens June 1, 2016!