



Redevelopment Authority
of Prince George's County

BOARD OF DIRECTOR'S MEETING

December 4, 2018
8:30 a.m.

**9200 Basil Court,
2ND Floor Conference Room
Largo, MD 20774**



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Largo, Maryland 20774**

AGENDA

1. CALL TO ORDER AND ROLL CALL
2. CONSENT AGENDA ITEMS
 1. SECRETARY'S REPORT
(Minutes of The November 6, 2018 Board Meeting)
 2. TREASURER'S REPORT
3. EXECUTIVE DIRECTOR'S REPORT
4. OPEN BOARD DISCUSSION
 - A. RDA PROCUREMENT AND EVALUATION CRITERIA
 - B. PRESENTATION BY RONNETTE EARLE
5. FINAL REMARKS FROM THE CHAIRMAN AND BOARD MEMBERS
6. FINAL REMARKS FROM THE GENERAL PUBLIC
7. ADJOURNMENT

Next Meeting: TBD

**Redevelopment Authority of Prince George's County
Board Meeting**

**Minutes of the Meeting, November 6, 2018 8:30 am
9200 Basil Court, 2nd Floor, Largo, MD 20774**

PRESENT

Board Members

Monty Cooper, Chair

David Harrington, Vice Chair

Ronnette Earle

Erma Barron

John Tabori

Glenda Hodges

Staff

Patricia Omondi

Steve Paul

Lakeisha Smith

Adewale Dada

Ex- Officio Members and Officer

Thomas Himler, DCAO

Eric C. Brown, Director DHCD

Community Advisory Committee

None

Others

Isaac Marks, General Counsel

• **CALL TO ORDER:**

Chairman Cooper called the meeting to order at 8:50 AM having declared a quorum present.

- **SECRETARY'S REPORT:**

After providing the board members with an opportunity to review the minutes of the October 2, 2018 meeting, Chairman Cooper called for a motion to approve the Secretary's report. The motion to approve the Secretary's report was provided by Vice Chairman Harrington and seconded by Ms. Hodges. The Secretary's Report was unanimously approved.

- **TREASURER'S REPORT:**

Mr. Dada provided details on the operating budget and capital expenditure reports. He provided the board a summary of revenue and expenses. Mr. Cooper commented on the reports and stated that the reports and language were more clear and concise. Mr. Tabori addressed the board about the Gateway deficit informing the board that he believed that the deficit was an internal issue with the Finance Dept. and not with RDA. Mr. Cooper stated that he would like a brief explanation of the deficit to be articulated in the notes. Mrs. Barron expressed concerns that the Gateway deficit would be a recurring issue. Mr. Himler reassured the board that the deficit issue would be resolved by the Office of Finance. Upon a motion by Mr. Tabori and second by Ms. Barron, the Treasurer's report was unanimously approved.

- **EXECUTIVE DIRECTOR'S REPORT:**

Steve Paul provided an update on the FY2020 Operating and Capital budget process and stated that the details and reports will be submitted in November 2018. Mr. Paul also provided updates on the Glenarden apartment project which is still under construction and reported that the project is progressing. Mr. Paul stated that the Master Development Agreement for the Glenarden Apartment project is in the finalization process and should be signed within a week.

Stephen Paul provided an update on the infrastructure construction for Suitland redevelopment phases: 1b, 1c, and 2 Mr. Paul also provided updates: (1) Suitland Phase 1A needs to move into the 2nd phase. Mr. Paul informed the board that RDA is currently working on getting best and final offers from potential contractors and getting DPIE permits for the phases.

Mr. Paul informed the board that the community launch will be in January. There will be a 30-day exclusive period for NVR VIP list, are applicants who express interest will be able to meet with lenders and place contracts on the

houses. The grand community launch will be in mid-February. Mr. Paul informed the board that NVR's preliminary indicators reveal that this will be a record selling subdivision.

Mr. Paul informed the Board that the senior building is the next project scheduled for construction in Spring and is currently in the design phase. He provided details on the commercial façade program is expected to launch in the next few weeks. Mr. Paul stated that the program will afford commercial businesses, in certain shopping centers in the County to apply for grants to improve the physical appearance of the center. He informed the board that the Gateway Arts District had a grand opening for the 3807 properties. The property is projected to be occupied up to 45% by the end of the year. He informed the board that the 4100 Rhode Island Ave is still under construction. He updated the board on the Cheverly property purchase and sale agreement which he stated is currently under negotiation and is expected to be signed by the end of the week.

Mr. Paul informed the board that the Community Impact Grant (CIG) for Fiscal year (FY) 2019 launched on November 1st, with total funding of \$695,000.

Mr. Paul presented the board with a draft resolution for Minority Business as Equity Partner in RDA Development deals. He informed the board that the resolution will authorize the purchase of goods and services, as well as to authorize RDA to review procurement policies and real estate acquisition policy regarding local and minority participation. Mrs. Hodges expressed her concerns on the language in the resolution, and how the articulation for any unforeseen issues needed to be addressed in the resolution for the protection of the Agency. General Counsel, Mr. Marks stated that he would review the resolution for legality.

Mr. Cooper requested that there be an objective assessment or definition of equity to be included in the resolution. Mr. Cooper stated that he wanted clarification on the qualifications for county MBE's and the laws to be certified. Mr. Paul informed the board that the resolution will allow changes to be made to the Procurement and Real Estate Acquisition policies. Mr. Paul stated that once the changes are made, RDA will present to the board the revised resolution for approval. Mr. Paul also stated that the Executive Director will provide the Board of Directors with the revised draft policy and procedures document by January 2019 with the intent to enact those changes by February 2019.

The meeting was adjourned at 10:04 A.M

Treasurer's Report

November 29, 2018

OPERATING BUDGET

FY 2019 Year-to-Date (YTD) revenues totaled \$140,946 by November 29, 2018. Excluding revenues from the Community Development Block Grant (CDBG), total revenues increased by \$27,792 from last month. In the same period, YTD expenses are \$42,183, an increase of \$6,778 from last month. Below is a breakdown of last month's operating expenses:

Expense Type	Amount	Notes
Staffing Services	\$4,265	Salary for administrative assistant
Board Expenses	\$2,216	Member stipends and meeting costs
Office & General Supplies	\$1,039	Stationary and cellphone costs
Office Equipment Lease	(\$742)	Reclassified cost for copier machine

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) has an estimated fund balance of \$34,967,586. Authorized spending includes \$18.7 million for Suitland Town Center, \$11.4 million for Glenarden Hills, \$6.7 million for Countywide Revitalization projects, and \$1.2 million for Addison Road. A negative balance of \$3.0 million is reported in the Gateway Arts District CIP. RDA is collaborating with other County agencies to reconcile and rectify the discrepancy in the SAP financial system. YTD expenses are \$4.0 million, representing an increase of \$1.3 million from last month. Below are last month's major CIP expenses:

Project Name	Amount	Description
Suitland Town Center	\$732,269	Construction and Pre-development costs
Glenarden Apartments	\$602,571	Construction and Maintenance costs

OPERATING BUDGET^a
(as of November 28, 2018)

	FY 2017 ACTUAL ^b	FY 2018 ESTIMATE ^b	FY 2019 BUDGET ^c	FY 2019 YTD ^d
BEGINNING FUND BALANCE	\$ 92,647	\$ 104,821	\$ 38,265	\$ 240,682
County Operating Grant	233,700	317,600	333,500	138,958
CDBG - Pathway to Purchase Program ^e	313,700	352,600	363,200	363,200
CDBG - Suitland Façade Program ^f	42,518	154,793	-	21,333
Miscellaneous Revenues	-	2,871	-	1,988
TOTAL REVENUES	\$ 589,918	\$ 827,864	\$ 696,700	\$ 525,480
Board Meeting Expenses	2,026	1,372	2,000	369
Board Member Stipends	18,997	19,600	28,500	7,600
Board Member Development	-	-	-	67
Total Board Expenses	21,023	20,972	30,500	8,036
General Counsel Fees	66,635	67,605	90,000	132
Consultants & Feasibility Studies ^g	-	-	30,000	-
External Auditor Fees ^h	8,500	7,500	20,000	-
Fiscal Management Services ⁱ	60,000	60,000	60,000	-
Commercial Insurance Premiums	4,935	3,563	27,000	13,130
Staffing Services	34,117	39,674	45,000	16,093
Equipment Leasing	5,388	6,486	6,000	1,259
Total Contractual Expenses	179,575	184,828	278,000	30,613
Staff Training & Development	-	-	5,000	-
Office Supplies & Other Costs	20,656	14,154	20,000	3,534
Total Administrative Expenses	20,656	14,154	25,000	3,534
CDBG - Pathway to Purchase Program	313,700	352,600	363,200	363,200
CDBG - Suitland Façade Program	42,790	119,449	-	5,003
Other Expenses	-	-	-	-
Total Capital Outlay Costs	356,490	472,049	363,200	368,203
TOTAL EXPENDITURES	\$ 577,744	\$ 692,002	\$ 696,700	\$ 410,386
Operating Balance - Surplus/(Deficit)	12,174	135,862	-	115,094
Other Adjustments	-	-	-	-
ENDING FUND BALANCE	\$ 104,821	\$ 240,682	\$ 38,265	\$ 355,776

Notes:

- a. Budget items consist of Special Revenue, Internal Service and Enterprise Funds.
- b. Actual figures obtained from the County's SAP financial information system.
- c. Legislative appropriations as approved by the Prince George's County Council.
- d. FY19 year-to-date transactions include estimates and amounts based on operating agreements.
- e. Federal-funded Community Development Block Grant (CDBG) home purchase assistance program.
- f. Federal-funded CDBG reimbursement for Suitland home improvement projects in FY 2018.
- g. Reserved funds for consulting services (technical studies and project management)
- h. Fixed fees for auditing services provided by the accounting firm CliftonLarsonAllen LLP.
- i. Fixed fees for accounting services provided by the Office of Finance.

AFRICAN-AMERICAN CULTURAL CENTER

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ESTIMATE	FY 2019 BUDGET	FY 2019 YTD
BEGINNING FUND BALANCE	\$ 312,492	\$ 310,512	N/A	\$ 18,807
County Contribution	-	-	-	-
State Grants	-	-	-	-
Property Sales	-	-	-	-
Other Revenue	1,980	32,179	-	-
TOTAL REVENUE	1,980	32,179	-	-
Acquisition	\$ -	\$ -	\$ -	\$ -
Demolition	-	-	-	-
Construction	1,980	291,705	-	-
Maintenance	-	-	-	-
Pre-development	1,980	-	-	-
Interest Payments	-	-	-	-
Other Expenses	-	32,179	-	-
TOTAL EXPENSES	3,960	323,884	-	-
ENDING FUND BALANCE	\$ 310,512	\$ 18,807	N/A	\$ 18,807

ADDISON ROAD

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ESTIMATE	FY 2019 BUDGET	FY 2019 YTD
BEGINNING FUND BALANCE	\$ 472,082	\$ 477,132	N/A	\$ 241,051
County Contribution	-	-	1,000,000	1,000,000
State Grants ¹	5,050	-	-	-
Property Sales	-	-	-	-
Other Revenue	131,814	18,219	-	-
TOTAL REVENUE	136,864	18,219	1,000,000	1,000,000
Acquisition	\$ -	\$ 212,856	\$ -	\$ -
Demolition	-	-	-	-
Construction	-	-	-	-
Maintenance	5,380	9,160	-	2,835
Pre-development	-	-	-	-
Blue Line Façade Program	-	-	-	-
Blue Line Façade Program - RDA Match	-	-	-	8,900
Fairmount Heights - Net Zero Program	-	9,065	1,000,000	-
Interest Payments	-	-	-	-
Other Expenses	126,434	23,219	-	-
TOTAL EXPENSES	131,814	254,300	1,000,000	11,735
ENDING FUND BALANCE	\$ 477,132	\$ 241,051	N/A	\$ 1,229,316

Notes:

1. In FY 2018 , RDA received a \$100,000 grant contribution from the State for the Blue Line Façade program. Under the terms of agreement, RDA will contribute \$30,000 towards the program. Program implementation is expected to commence in FY 2019.

CHEVERLY

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ESTIMATE	FY 2019 BUDGET	FY 2019 YTD
BEGINNING FUND BALANCE	\$ 180,213	\$ 180,213	N/A	\$ 162,000
County Contribution	-	-	-	-
State Grants	-	-	-	-
Property Sales	-	-	-	-
Other Revenue ¹	173,330	1,980	-	10,000
TOTAL REVENUE	173,330	1,980	-	10,000
Acquisition	\$ -	\$ -	\$ -	\$ -
Demolition	-	-	-	-
Construction	-	619	-	-
Maintenance	73,010	6,215	-	1,980
Pre-development	-	13,350	-	2,500
Interest Payments	-	-	-	-
Other Expenses	100,320	9	-	-
TOTAL EXPENSES	173,330	20,193	-	4,480
ENDING FUND BALANCE	\$ 180,213	\$ 162,000	N/A	\$ 167,520

Notes:

1. Final bidder on 5801-09 Annapolis Road deposited restricted \$10,000 at the beginning of FY 2019

COUNTYWIDE REVITALIZATION

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ESTIMATE	FY 2019 BUDGET	FY 2019 YTD
BEGINNING FUND BALANCE	\$ 5,576,289	\$ 6,063,235	N/A	\$ 5,715,812
County Contribution	250,000	2,000,000	1,000,000	1,000,000
State Grants	225,000	-	-	-
Property Sales	-	-	-	-
Other Revenue	541,644	-	-	61,126
TOTAL REVENUE	1,016,644	2,000,000	1,000,000	1,061,126
Acquisition	\$ -	\$ -	\$ -	\$ -
Demolition	-	-	-	-
Construction	237,717	50,000	-	-
Maintenance	-	31,126	-	-
Pre-development	-	-	-	-
FY 2019 CIG Awards	-	-	250,000	-
FY 2018 CIG Awards	-	500,000	-	-
FY 2017 CIG - Carryover Disbursements	-	177,297	-	21,293
FY 2016 CIG - Carryover Disbursements	-	107,888	-	-
Commercial Property Improvement Program	-	1,500,000	250,000	-
Northern Gateway Project	-	-	250,000	-
Interest Payments	-	-	-	-
Other Expenses	291,981	(18,889)	250,000	28,746
TOTAL EXPENSES	529,698	2,347,423	1,000,000	50,039
ENDING FUND BALANCE	\$ 6,063,235	\$ 5,715,812	N/A	\$ 6,726,899

Notes:

1. Community Impact Grants (CIG) Awards may include unspent funds from prior fiscal periods.

GATEWAY ARTS DISTRICT

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ESTIMATE	FY 2019 BUDGET	FY 2019 YTD
BEGINNING FUND BALANCE	\$ (3,809,251)	\$ (3,559,250)	N/A	\$ (3,311,651)
County Contribution	-	-	-	-
State Grants	250,000	250,000	-	-
Property Sales	2,393,580	-	-	-
Other Revenue	1,217,616	-	-	632
TOTAL REVENUE	3,861,196	250,000	-	632
Acquisition	\$ 291	\$ -	\$ -	\$ -
Demolition	-	-	-	-
Construction	738,382	-	-	-
Maintenance	91	-	-	-
Pre-development	-	-	-	-
Interest Payments	-	-	-	-
Other Expenses	2,872,431	2,401	-	-
TOTAL EXPENSES	3,611,195	2,401	-	-
ENDING FUND BALANCE	\$ (3,559,250)	\$ (3,311,651)	N/A	\$ (3,311,019)

Notes:

1. Office of Finance (OOF) adjustments are \$1.5 million lower than previous negative balance reported in September board report. Ending fund balance is not final and subject to change.

GLENARDEN

Statement of Available Funds and Committed Funds

Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ESTIMATE	FY 2019 BUDGET	FY 2019 YTD
BEGINNING FUND BALANCE	\$ 5,587,680	\$ 6,839,258	N/A	\$ 7,559,753
County Contribution	1,200,000	4,355,154	10,713,000	4,500,000
State Grants	-	-	-	-
Property Sales	-	1,673,732	-	-
Other Revenue	2,036,196	217,897	-	2,332
TOTAL REVENUE	3,236,196	6,246,783	10,713,000	4,502,332
Acquisition	\$ -	\$ -	\$ -	\$ -
Demolition	-	1,282,321	-	-
Construction	662,212	2,023,526	-	614,424
Maintenance	46,805	15,115	-	2,780
Pre-development	-	455,068	-	4,800
Revenue Authority - Principal Payment	-	1,673,732	-	-
Revenue Authority - Interest Payment	331,053	70,590	-	-
Other Expenses	944,548	5,936	10,713,000	-
TOTAL EXPENSES	1,984,618	5,526,288	10,713,000	622,004
ENDING FUND BALANCE	\$ 6,839,258	\$ 7,559,753	N/A	\$ 11,440,081

SUITLAND¹

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ESTIMATE	FY 2019 BUDGET	FY 2019 YTD
BEGINNING FUND BALANCE	\$ 3,096,986	\$ 5,296,986	N/A	\$ 18,057,777
County Contribution	2,200,000	18,000,000	4,000,000	4,000,000
State Grants	-	-	-	-
Coral Hills Façade Program - TNI Funds	-	146,000	-	-
Coral Hills Façade Program - CDBG Funds	-	103,485	-	-
Property Sales	-	-	-	-
Other Revenue	5,478,654	754,511	-	2
TOTAL REVENUE	7,678,654	19,003,996	4,000,000	4,000,002
Acquisition	\$ 661	\$ -	\$ -	\$ -
Demolition	-	-	-	-
Construction	-	2,761,466	4,000,000	2,775,853
Maintenance	61,978	46,024	-	5,160
Pre-development	2,880,015	2,531,313	-	442,249
Interest Payments	-	-	-	-
Coral Hills Façade Program ²	-	254,746	-	108,746
Other Expenses	2,536,000	649,656	-	29,789
TOTAL EXPENSES	5,478,654	6,243,205	4,000,000	3,361,797
ENDING FUND BALANCE	\$ 5,296,986	\$ 18,057,777	N/A	\$ 18,695,982

Notes:

1. Reimbursable costs for the Suitland & Coral Hills façade program are initially expensed from the Town Center CIP
2. Coral Hills FIP is reported in the CIP and Suitland FIP in the Operating Budget.

**EXECUTIVE DIRECTOR'S REPORT TO THE BOARD OF DIRECTORS
PRINCE GEORGE'S COUNTY REDEVELOPMENT AUTHORITY (RDA)
11/1/2018 – 11/30/2018**

General

The FY 2020 budget process is beginning. The operating budget submission was due to OMB on November 16, 2018 and the capital budget was due to OMB on November 30, 2018.

Solicitations

The Suitland infrastructure construction for Phases 1B, 1C, and 2 responses were due on August 15 and 3 responses were received. The responses are being evaluated.

Glenarden Apartments- New Name Glenarden Hills

Construction Progress on Glenarden Phase I (114 Senior and Family Units and Community Center)

To date, \$17 million or 50% of the \$34.1 million budget for Phase I has been disbursed, including the RDA's \$1,675,000 infrastructure funding.

November 2018 Construction Update	Estimate completion Date
Community Center Rough-ins and insulation complete. Drywall hanging complete. Doors and Trim complete Finish paint underway	1/8/19
Senior Building Roofing and windows installed. Interior rough-ins 99% completed. Drywall complete. Started production trim and finish paint operations on 2 nd floor	2/20/19
Building G Rough-ins complete. Brickwork complete. Siding complete. Drywall, trim and doors complete. Prime paint complete. Punch out underway	2/26/19
Building F Roofing, windows, brickwork and rough-ins complete. Doors and trim complete.	3/5/19
Building E Underground plumbing complete, slab complete, building framing complete, rough-ins complete. Drywall hanging underway	3/11/19
Building D Foundations complete, underground plumbing complete, slab and framing complete	3/15/19
Building B Foundations, underground plumbing, slab and framing complete. Rough- ins 90% complete	3/22/19
Building A Foundation, underground plumbing, slab and framing complete. Started Rough-ins	3/29/19
Building C Foundation, underground plumbing, slab and framing complete	4/29/19
Site Utilities	
Site sanitary is approximately 33% complete. Water lines have been staked and will begin installation first week of December 2018.	TBD
Curb and Gutter is underway	TBD

Glenarden Phase 2A – 55 Senior Units

CDA Kick-off meeting for Phase 2A was held on October 30, 2018. The application will be fast tracked (combining the CDA Viability and Commitment review stages), anticipated to occur between February 27, 2019 and May 8, 2019. Closing is projected for July 7, 2019. Anticipated construction start of this phase is the third quarter of 2019.

Phase 2A is a \$14 million project for construction of the second half of the senior building (55 units). Anticipated funding sources include 4% Low Income Housing Tax Credit equity, tax exempt bonds, MD CDA Rental Housing Works funds, HOME and a Prince George's County infrastructure grant.

Glenarden Phase 2B – 104 family units (60 affordable units up to 60% AMI and 44 market rate units)

The development team, led by Pennrose Properties, application to MD CDA for Spring 2018 competitive 9% LIHTC to complete this \$33.8 million phase was not approved. The development team is currently exploring alternative funding sources.

Suitland Development

4809 Suitland Road

No update.

Towne Square at Suitland Federal Center

Rough grading, site demolition, and building demolition began in October. Demolition of the retail buildings along Suitland Road was completed in May 2018. Infrastructure construction on Phase 1A started in January 2018.

Townhouses

NVR was selected as the town house builder and is finalizing the architectural drawings for permits. Construction of the model townhomes began in August 2018. The grand opening is planned for February 2019.

Senior Residences

A team led by Mission First Housing was selected to develop the 137-unit senior building. The development agreement was signed on March 29, 2018. The project is now in the design phase.

Infrastructure Construction:

Construction is ongoing for Phase 1A and Phases 1B, 1C and 2 should begin in December 2018. Phase 3 is in design.

Housing Rehabilitation Assistance Program II

In June, the RDA and Housing Initiative Partnership, Inc., (HIP) successfully launched the second round of the Housing Rehabilitation Assistance Loan Program (HRAP II). To date, nine (9) loans for the amount of \$432,263.25 have closed. Total HRAP II expenses to date are \$556,194.77, of which \$504,390.70 can be allocated to the \$494,166 October 23, 2018 Expenditure Target. The RDA has approved an additional

\$179,148.28 in loans & expenses that are awaiting DHCD's approvals. Bring the total of RDA committed funds to \$733,443.05. Which is 14.56% of the \$5,050,647.86 budget.

There are currently 99 completed applications on file and in various stages of processing. Application intake has ended. New inquiries will be added to a waiting list to be notified if additional funding becomes available.

The HRAP II program is funded with \$5 million of CDBG and county general funds to preserve housing of low and moderate-income households by providing zero interest loans of up to \$60,000 for housing rehabilitation. It is anticipated that up to 90 households will benefit from this program. The HRAP II program is marketed on the HIP, RDA and DHCD websites and through County Council constituent services. Outreach workshops are also planned for Prince George's County municipalities.

Coral Hills Façade and Green Retrofit Program

To date, 14 properties have been completed and the CDBG grant is currently being closed out with contractor and DHCD. Four remaining properties are still under construction with a targeted completion date of December 10, 2018.

The program is funded with a \$103,000 RDA CDBG grant and \$146,000 in County TNI funds. Construction commenced on April 30, 2018. Community Investment Remodelers and Alternative Renewable Solutions, LLC were awarded the project based on bid submission. Both companies are minority owned and MBE certified. To date work on 13 properties have been completed.

Central Avenue –Metro Blue Line Corridor TOD Neighborhood Conservation Pilot Façade Improvement Program

Six local contractors attended the October 22, 2018 pre-bid meeting. Of the six contractors three submitted bids. Community Remodelers Investment bid was the lowest of the three. Scope of Work, architectural drawings and photos were submitted to Maryland Department of Housing and Community Development on November 28, 2018 for their review prior to construction. DHCD review period is 30 days.

United Community Against Poverty, Inc. (UCAP) was selected by the Proposal Analysis Group (PAG) to manage the program. RDA is the grantee for this Program that was applied for with the assistance of MNCPPC and funded with MD DHCD Community Legacy Funds. RDA has executed an MOU with UCAP to manage the program. Selected properties will be awarded grants of up to \$12,000 for exterior façade improvements.

Commercial Property Improvement Program (CPIP)

On November 29, 2018 the Redevelopment Authority issued a Notification of Funding Availability (NOFA) for the CPIP Program. Available funding is \$1,700,000 for the FY 2019 funding round, including County CIP funding and a \$200,000 State of Maryland Community Legacy grant. Applications are due February 15, 2019. A pre-submittal conference is scheduled for January 3, 2019.

The CPIP will provide a Matching Grant to approved shopping centers and retail space for eligible improvements including exterior façade, place making, lighting and major building systems improvements that enhance retail competitiveness and viability. The CPIP will require a 50% applicant match, meaning that the applicant will pay for half of the total project costs. To achieve the maximum impact for CPIP funding, the minimum grant request is \$50,000 (for \$100,000 total project costs) and the maximum grant is \$350,000 (for \$700,000 or more total project costs).

Initially, priority will be given to shopping centers that were case studied in the 2017 Prince George's County Competitive Retail Market Strategic Action Plan and categorized as centers that should be improved immediately or in the short run due to promising site conditions and stronger market potential.

Gateway Arts District

1. **4100 Rhode Island Avenue:** Developer closed on financing in April 2018 and construction has started. Completion is scheduled for December 2019.
2. **3807 Rhode Island Avenue:** Construction is complete. The Grand Opening Ceremony was held on October 27, 2018. The residential units are 34% leased, the 5 artists' studios are leased, and the retail fit out is in design.
3. **3300 Block of Rhode Island Avenue:** Construction was completed in April 2018. The restaurant tenant has executed the lease and the restaurant space is under construction. The developer is still negotiating with prospective tenants for the remaining commercial space including a coffee shop. Residential leasing has begun.
4. **3719 34th Street:** Project is complete. No update.
5. **Prince George's African-American Museum:** The last grant has been expended and closed out. This project will be deleted from the RDA Capital Improvement Program.

Capitol Heights/Addison Road Metro Corridor

Maryland Park Drive Property: The development agreement has been extended to March 30, 2018. The Architect is designing the buildings for permit submission. The developer is exploring financing options.

6503 Valley Park Road: The site is included in the Fairmount Heights Net Zero Energy District solicitation.

Fairmount Heights Net Zero Energy District: The project was awarded \$1 million in the approved FY 2019 budget. RDA closed on the acquisition of the Fairmount Heights lots on June 21, 2018 and lots transferred to HIP, the project developer on June 27, 2018. RDA acquisition of the Fairmount Heights lots was funded with a \$250,000 MD DHCD Community Legacy grant. Construction drawings are currently being finalized. Target dates for key milestones are the following: January 2019- Construction bidding and application for construction financing; April 2019 – Permit issuance and closing on construction financing; May 2019 – Anticipated Construction start date.

Cheverly Property: 5801 and 5809 Annapolis Road

An RFP was released in March 2018 and one proposal was received in June 2018. The proposal has been evaluated by the PAG and a conditional selection has been made. The Purchase and Sale Agreement and the Development Agreement are being negotiated with the selected developer.

Laurel-Bowie Road Park and Ride Lot

This site is 10 acres and is currently operated as a park and ride lot by the Revenue Authority. The County Fire Department has identified this location as suitable for a new fire station. The Fire Department has been approved for \$800,000 design money in FY18. The RDA intends to transfer the property to the Office of Central Services for the construction of a Fire Station.

Countywide Revitalization

Glenn Dale Hospital Revitalization

M-NCPPC has received and is evaluating a Master Planning proposal from the Alexander Company.

A public meeting to present the results of the Continuing Care Retirement Community (CCRC) Feasibility Study was held on May 8, 2018. Three potential adaptive reuse scenarios for the 60-acre hospital campus were presented by the Alexander Company. All three scenarios would result in financial gaps exceeding \$39 million, if the property is adaptively reused as a CCRC. M-NCPPC to work with Council members and the RDA to define a master planning process that would explore alternative uses and the potential lifting of the existing CCRC use restriction.

Community Impact Grant Narrative

The following nonprofits were awarded CIG funding for FY 2018: College Park University Partnership, Police League, The Ivy Community Charities, Art Works Studio School, Central Kenilworth Avenue (CKAR CDC) and Joe's Movement. Staff is currently finalizing grant agreements with recipients.

Debriefings were scheduled by phone and in person with the following FY 2018 applicants that were not approved to discuss their areas of weaknesses and to strengthen future submissions: Community Outreach and Development CDC, Marlton Swim and Recreation Club, Inc, Southern Friendship Community Development Corporation, Friends of the Greenbelt Museum, Inc, Casa de Maryland, Gateway CDC and Gethsemane Baptist Church.

The purpose of the Community Impact Grant Program (CIG) is to provide small capital grants to community-based organizations within Prince George's County to implement small innovative projects within priority areas, as identified by the Redevelopment Authority, helping to strengthen communities while building organizational capacity.

Notification for Funding (NOFA) for FY 2019 CIG Program issued on November 1, 2018 with applications due December 17, 2018. NOFA announced in the Prince George's Gazette, Sentinel and Post publications as well as on the RDA web site and mailed to over 150 community organizations in Prince George's County.

The detailed financial update of each recipient for FY 2016 and 2017 are outlined below.

The FY 2016 updates are as follows:

Pyramid Atlantic, The Salvation Army, College Park City-University Partnership, and CASA de Maryland - These grants are officially closed.

Pregnancy Center- The State Highway Administration has begun the installation of the retaining wall on Route 1, however, the Center has requested a grant extension through September 2018 which has been approved.

Old Greenbelt Theatre- Due to circumstances beyond its control, the theatre received an extension of its Theatre Seating Project which expires on June 30, 2018.

Housing Initiative Partnership (HIP)- The application for the signage permit has been submitted. The RDA continues to wait for the official extension request from HIP if needed.

FY 2016 Community Impact Grant Awardees

Applicant	Council District	Project Name	Amount Request	Funding Approved	Funds Disbursed	Account Balance	Notes
College Park City-Univ. Partner	3	MilkBoy & Arthouse	\$50,000	\$37,550	\$37,550	\$0	
Pregnancy Aid Center	3	Weinburg Women's Health Ctr Beautification Project	\$50,000	\$50,000	\$17,838.70	\$32,161	Extended
CASA	3	CASA Multicultural Center Repairs	\$50,000	\$37,275	\$36,714	\$0	(\$561)
Greenbelt Theatre	4	Renovation of the Historic Greenbelt Theatre	\$50,000	\$30,000	0	\$30,000	Extended
Pyramid Atlantic Neigh Design ATHA	2	Arcade Capital Project	\$50,000	\$32,725	\$32,345	\$0	(\$380)
H.I.P.	5	Kentland Community Signage	\$37,450	\$37,450	0	\$37,450	Extended
Salvation Army	2	Salvation Army P.G. Corps- Gym Floor Replacement	\$25,000	\$25,000	\$25,000	\$0	
Totals			\$312,450	\$250,000	\$149,448	\$99,611	

The FY 2017 updates are as follows:

Catholic Charities- Requested a revised budget based on cost savings on items in the original budget which has been approved.

The ARC- The digital sign has been installed and the project is complete. The RDA is waiting for the organization's final payment request.

The Conservancy at Broad Creek- The removal of invasive bamboo has begun along with herbicide applications.

Greenbelt Makerspace- Although the organization has reported making purchases related to its CIG project, it has not requested reimbursements to date.

Hyattsville CDC- Requested budget changes based on actual costs associated with its project; the changes were approved. Final designs for the memorial project have been approved and the sculptural way-finding station has been fabricated.

Mission of Love – Commercial refrigerators have been ordered and gardening classes have been ongoing.

Northern Estates – The organization encountered budget issues for its project based on received proposals, for this reason, revisions to the scope of work will be forwarded to the RDA for approval.

Windmill Square- Several retainer walls have been replaced and the agency has requested reimbursements to date.

**FY 2017 Community
Impact Grant Awardees**

Applicant	Council District	Project Name	Amount Request	Funding Approved	Funds Expended	Account Balance
The Conservancy of Broad Creek	9	Reforestation of native plants	\$15,875	\$15,875	\$10,425	\$5,450
Catholic Charities	8	Susan Denison Mona Center Garden Project	\$50,000	\$50,000	\$0.00	\$50,000
Windmill Square Condominium Inc	5	Retainer Wall Replacement Project	\$50,000	\$50,000	\$42,000	\$8,000
Greenbelt Maker- Space Coop, Inc.	4	Composting food scraps to enrich soil in Greenbelt Gardens	\$11,150	\$11,150	\$0	\$11,150
Northern Estates HOA, Inc	3	Encap Monuments & Landscaping Beautification Project	\$13,705	\$13,705	\$0	\$13,705
Hyattsville CDC	2	ARTways: Sculpting Signage, Mapping & Artword Install.	\$50,000	\$50,000	\$7,266	\$42,734
Mission of Love	6	Feeds 5000 in Five Years	\$29,070	\$29,070	\$7,944.00	\$21,126
The Arc Prince George's County	6	Arc Digital Sign Project	\$29,249	\$29,249	\$0	\$29,249
			\$249,049	\$249,049	\$67,635	\$181,414

Transforming Neighborhoods Initiative (TNI)

No update.

DOWN PAYMENT AND CLOSING COST ASSISTANCE

The RDA secured over \$1,000,000 in HOME funds from DHCD for down payment and closing cost assistance. The new program, Pathway to Purchase, launched in January 2017 and started receiving applications in March 2017.

- Total loans applied: 104
- Loans being processed: 1
- Loans clear to close: 2
- Loans closed: 81
- Loans sent back: 20

Trainings and Outreach (to date):

- Homebuyers: 1155
- Realtors: 775
- Lenders: 430

Economic Impact:

- Pathway to Purchase Loans: \$756,843.27
- Property Taxes Generated: \$247,357.73
- Recordation and Transfer Fees: \$334,570.16

Remaining Balance as of DECEMBER 1, 2018 for PTP is: \$343,156.80

The RDA secured over \$2,147,400.00 in funds from the Housing Investment Trust Fund for down payment and closing cost assistance. The new program, Prince George's County Purchase Assistance Program (PGCPAP) launched July, 2018 and started receiving applications on August 2, 2018.

- Total loans applied 42
- Loans being processed 7
- Loans clear to close 4
- Loans closed 29
- Loans sent back 2

Training and Outreach (to date)

- First Time Homebuyers: 475 (8 hour Housing Counseling Classes)
- Realtors 275
- Lenders 250

Economic Impact:

- PGCPAP Loans: \$ 413,064.67
- Property Taxes Generated: \$ 99,063.54
- Recordation and Transfer Taxes Generated: \$ 143,748.80

Remaining Balance as of December 1, 2018 PGCPAP is: \$1,734,333.33

Cumulative Expenditures	Available Grant Balance	Available Program Income Balance
\$3,930,188	0	\$0

INTERAGENCY SUPPORT ACTIVITIES

The following activities and programs are performed by RDA staff in support of other agencies, primarily the Department of Housing and Community Development and the Housing Authority of Prince George's County. These programs and activities do not come under the direct oversight of the RDA board.

Compliance Reviews

No activity to report.

Planning Coordination

No activity to report.

Real Estate Project Summary Table

Infill Projects	Council District	Lead Staff	TDC (Est.)	FY18 Funding	FY19 Funding	Current Status
Central Ave Corridor	7	S. Paul	TBD		\$1,000,000 CIP	9 net zero homes
Gateway Arts District	2	S. Paul	TBD			Acquisitions and dispositions being examined.
African-American Cultural Museum	2		TBD		0	RDA acting as pass thru agent for the County Grants.
Countywide Revitalization	All	Various	NA	\$2,000,000 CIP	\$1,000,000 CIP	2018 Community Impact Grants NOFA
Cheverly Property	5	P. Omandi	TBD		0	RFP Issued
4809 Suitland Road	7	S. Paul	TBD		0	Site is being held in inventory.
Glenarden Apartments	5	R. Clemens	\$138 million	\$5,050,000 (Spending Authority)	\$4,500,000 CIP	Construction started
Towne Square at Suitland Federal Center	7	S. Paul	\$400 million	\$18,000,000 Bond funds CIP	\$4,000,000 Bond funds	Construction started
Total CIP				\$25,050,000	\$10,500,000	
Disposition, RDA Properties		Lead Staff	TDC (Est.)	FY18 Revenue	FY19 Revenue (Est.)	Current Status
Towne Center at Suitland Federal Center	7	S. Paul	\$400 million	0	1,640,000	Fine grading commenced
Glenarden Apartments	5	R. Clemens	\$138 million	0	0	Rough grading commenced

Cheverly Property	5	S. Paul		0	0	RFP issued
4100 RI Avenue, Brentwood	2	S. Paul	\$24.9 million	\$460,000	0	Under construction
3807 RI Avenue, Brentwood	2	S. Paul	\$47.2 million		0	Under construction
Laurel-Bowie	1	S. Paul		0	0	Fire Department would like property for new station
Maryland Park Drive	7	S. Paul	\$26.6 million	0	1,000,00	Development agreement extended
Total Revenues (est.)					\$2,640,000	
Property Acquisition		Lead Staff	TDC (Est.)	FY18 Cost (Est.)	FY19 Cost (Est.)	Current Status
NSP Program	All	R. Clemens	\$7,072,006			30 acquisitions, 29sales.
NSP3/NCI	7	R. Clemens	\$3,930,188			31 acquisitions, 31 sales.

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• Realtors:	775
• Lenders:	430

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• First Time Homebuyers:	475 (8 hour Housing Counseling Classes)
• Realtors	275
• Lenders	250

Economic Impact:

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• Property Taxes Generated:	\$ 99,063.54
• Recordation and Transfer Taxes Generated	\$ 143,748.80

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REDEVELOPMENT AUTHORITY OF PRINCE GEORGE'S COUNTY

RESOLUTION NO. 2018 - 04

A Resolution Establishing a Policy to Increase Participation of County-Based Businesses and Minority Business Enterprises in RDA Projects

WHEREAS, the Prince George's County Redevelopment Authority ("RDA") is a corporate body politic in Prince George's County; and

WHEREAS, the RDA is the principal agency in Prince George's County charged with the responsibility of strategically stimulating and supporting commercial and residential development and redevelopment throughout Prince George's County; and

WHEREAS, the RDA utilizes its competitive procurement process to secure the participation and services of competent and capable partners to assist in the achievement of the RDA's development and redevelopment goals; and

WHEREAS, the RDA seeks to ensure that County-Based Businesses and Minority Business Enterprises (MBEs) are equity participants in RDA development and redevelopment commercial and residential projects, as well as providers of goods and services.

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Prince George's County Redevelopment Authority that the Executive Director shall review and update the RDA's Procurement Policy, Policies and Procedures for Acquisition and Disposition of Real Property and Solicitation Evaluation Criteria to ensure that Prince George's County County-Based Businesses and MBEs have a fair and equitable opportunity to participate as equity partners, as well as providers of goods and services, for RDA commercial and residential development and redevelopment projects consistent with applicable local, state and federal laws.

BE IT FURTHER RESOLVED that the Executive Director shall provide the Board of Directors with the revised policies and procedures by January 2019 for review.

RESOLVED this _____ day of _____, 2018.

ATTEST

REDEVELOPMENT AUTHORITY OF PRINCE
GEORGE'S COUNTY, MARYLAND

Eric C. Brown
Executive Director

Harmon (Monty) Cooper, Esq.
Chairman

APPROVED:

Isaac H. Marks, Sr.
General Counsel

Cc: David Harrington
Erma Barron
Glenda Hodges
Ronnelle Earle
John Tabori
Thomas Himler