

MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, ICMA-CM, CPM
City Manager

SUBJECT: *Status Report*

DATE: May 17, 2018

Status Report

1. Public Information Meeting – Race Track Road Improvement Project

The Prince George's County Department of Public Works and Transportation (DPW&T) will be holding a Public Information Open House Meeting regarding proposed road and intersection improvements to Race Track Road, from south of Marquette Lane to north of Clearfield Drive. The meeting, which will involve walk-through informational displays and informal discussions with County project staff, will take place between 6:00 PM and 9:00 PM on Wednesday, May 30th at Yorktown Elementary School, located at 7301 Race Track Road. Later this week, DPW&T will be sending out approximately 1,300 notices area households announcing the meeting. About a week prior to the meeting, the County will place an electronic message sign on Race Track Road, near the school, advertising the meeting. A copy of the notice will be provided to the Council when it is received by the City. Attached is the flyer that will be sent out to the residents.

2. Heather Hills Water Main Construction

Construction of a new water main interconnection between the Bowie water system and the WSSC system is scheduled to begin in the near future and be complete in September 2018. The work is located on Easthaven Lane, across Collington Road, and on a short segment of Holiday Lane up to Haskell Lane. A project information letter has been sent to the property owners adjacent to the work site, and to the HOAs in the Essington neighborhoods. Minor traffic interruptions at the work site can be expected during the project. A copy of the notification letter is attached.

3. Whitemarsh Park Sewer Extension

Construction will begin in the near future to extend the City sanitary sewer into Whitemarsh Park. This project will provide public sewer service for the planned restroom/concessions building and other existing buildings in the park. The project requires installation of a new underground pressure sewer along Forest Drive, a new underground pump station on Forest Drive, and a new gravity sewer extending from the

pump station into the park. During construction, minor traffic impacts may occur on Forest Drive. Work in the park will have intermittent impacts to some parking areas. Construction is scheduled to be complete by November 2018. A copy of notification sent to Forest Drive residents is attached.

4. Information Technology Security Assessment

The Information Technology Department reached out to Knight Point Systems for a security assessment proposal. The security assessment will provide a framework for future technical and operational efficiencies. The project will provide an assessment of existing hardware and software as well as staff awareness of best cyber security practices. This information will assist the IT Department to improve the security posture of the City. The City can utilize GSA contract GS-35F-0646S at the fixed cost of \$35,686.40 for the project. Funding will be provided from the I-NET account with no budget impact.

As provided by Section 62 of the City Charter, this will serve as the required seven-day notice of intent to issue a purchase order to Knight Point Solutions for \$35,686.40.

5. Stakeholders Meeting – Proposed Child Care Center Special Exception

On Tuesday, May 15th, a Stakeholders Meeting was held regarding a proposed 27-children day care center in Collington Station. Please see the memo summarizing that meeting, which is attached.

ADL/lfr
Attachments



PUBLIC INFORMATION MEETING

The Prince George's County Department of Public Works and Transportation (DPW&T) is starting the design for pedestrian improvements on Race Track Road, from Clearfield Drive to Marquette Lane, to upgrade safety and operations.

You are invited to attend a public information meeting on Wednesday, May 30, 2018, between 6:00 PM and 9:00 PM at Yorktown Elementary School (7301 Race Track Road, Bowie, MD 20715).

The public meeting will offer you the opportunity to understand the project design and to ask questions. Maps and displays will provide project information, and Prince George's County DPW&T staff will be available to answer your questions. You may arrive at any time during the meeting hours and walk through the display area at your own pace.

PROJECT OBJECTIVES

The primary objectives include increasing safety for all roadway users, enhancing accessibility, providing continuous pedestrian facilities, and maintaining infrastructure in a state of good repair.

PROJECT IMPROVEMENTS

This project is centered on the implementation of a signalized intersection on Race Track Road in front of Yorktown Elementary School based on identified safety needs. There are a significant number of pedestrians who cross the road at that location.

Proposed improvements include:

- Relocation of Yorktown Elementary School driveway entrance
- Installation of a new traffic signal at the relocated school driveway entrance to operate in tandem with Grace Baptist Church and Church of the Redeemer driveways
- Installation of pedestrian activated signals at the new crosswalks
- Constructing a hiker-biker sidewalk on the northbound side of Race Track Road that extends along the length of the project and installing a continuous sidewalk on the southbound side
- Reconfiguring and resurfacing of the Yorktown Elementary School's parking lot
- Upgrading the traffic signal at the intersection of Race Track Road, Marquette Lane, and Idlewild Drive
- Upgrading existing street lighting to include LED lighting fixtures
- Storm water management (SWM) environmental site design practice installation

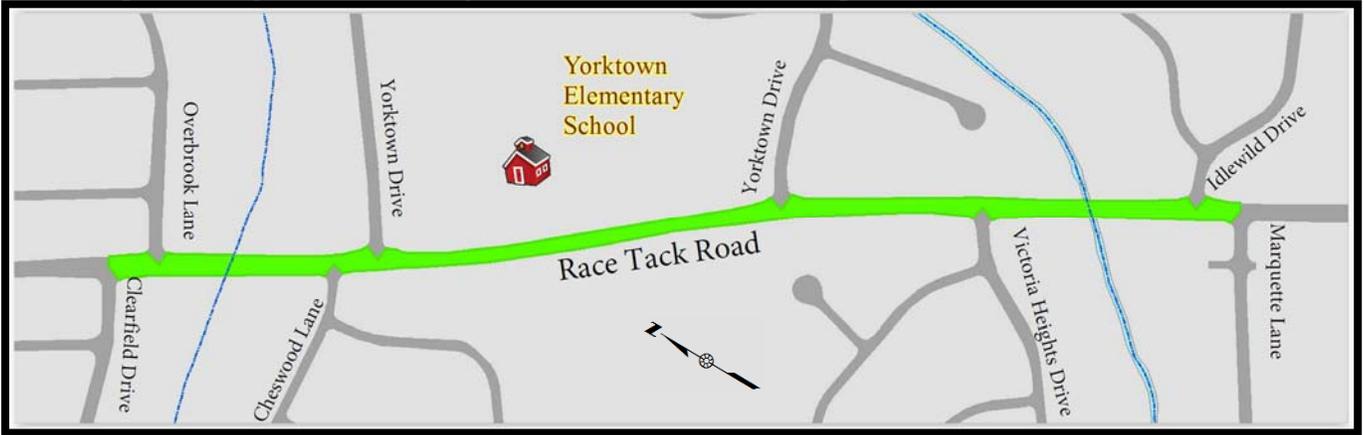
Other improvements include: Complete roadway resurfacing, select full depth pavement patching, new high-visibility signage, roadway drainage improvements, pavement underdrain, and landscaping.

In addition, this project includes substantial storm water management practices for treating rain water runoff during storm events. These practices remove sediment and other contaminants that can otherwise pollute streams as they flow into major waterways and, eventually, the Chesapeake Bay.

We hope you are able to attend this public information meeting to learn more about the upcoming project.

ANTICIPATED PROJECT SCHEDULE

- Complete Planning Phase–Late 2018
- Complete Design/Advertise Project– Late 2020
- Start Construction – Mid 2021
- Complete Construction – Late 2022



RACE TRACK ROAD PEDESTRIAN SAFETY IMPROVEMENTS

WHEN:

Wednesday, May 30, 2018
6:00 PM to 9:00 PM

WHERE:

Yorktown Elementary School
7301 Race Track Road
Bowie, Maryland 20715

FOR MORE INFORMATION:

For information about this project please contact:

Noah Donoghue, Project Manager
Department of Public Works and Transportation
9400 Peppercorn Place, Suite 400
Largo, Maryland 20774
Phone: (301) 883-5641
Email: NDonoghue@co.pg.md.us

We hope you can attend the public information meeting!

Department of Public Works and Transportation
9400 Peppercorn Place
Suite 400
Largo, Maryland 20774



Darrell B. Mobley, Director
Rushern L. Baker, III, County Executive



City of Bowie

15901 Excalibur Road
Bowie, Maryland 20716

PUBLIC NOTIFICATION

City of Bowie and the WSSC Water Main Interconnection (Holiday Lane to Easthaven Lane) Construction Project Update

May 17, 2018

Dear Resident or Stakeholder:

The City of Bowie has awarded a Contract to install a water main from Easthaven Lane to Holiday Lane as shown on the attached sketch. The project will provide an emergency connection between the City of Bowie's water system on Holiday Lane and the WSSC water system on Easthaven Lane.

With the exception of annual testing and inspection, this interconnection will only be placed in service during a water emergency. A water emergency can be either a significant water main break or an extended drought. The interconnection will help ensure an uninterrupted water supply for drinking and fire protection for all residents. In the event that the interconnection is placed in service, residents on either the City or WSSC system will not be charged any additional fees or rates for water usage.

Contract Work should begin on or about May 21, 2018 and should be completed by September 1, 2018. Over the next two weeks, the contractor will be staking out the water alignment, marking the pavements to identify the locations of any buried utilities and possibly testing pitting those utilities to verify their depths and locations.

During the interconnection construction, no interruption in water service is expected.

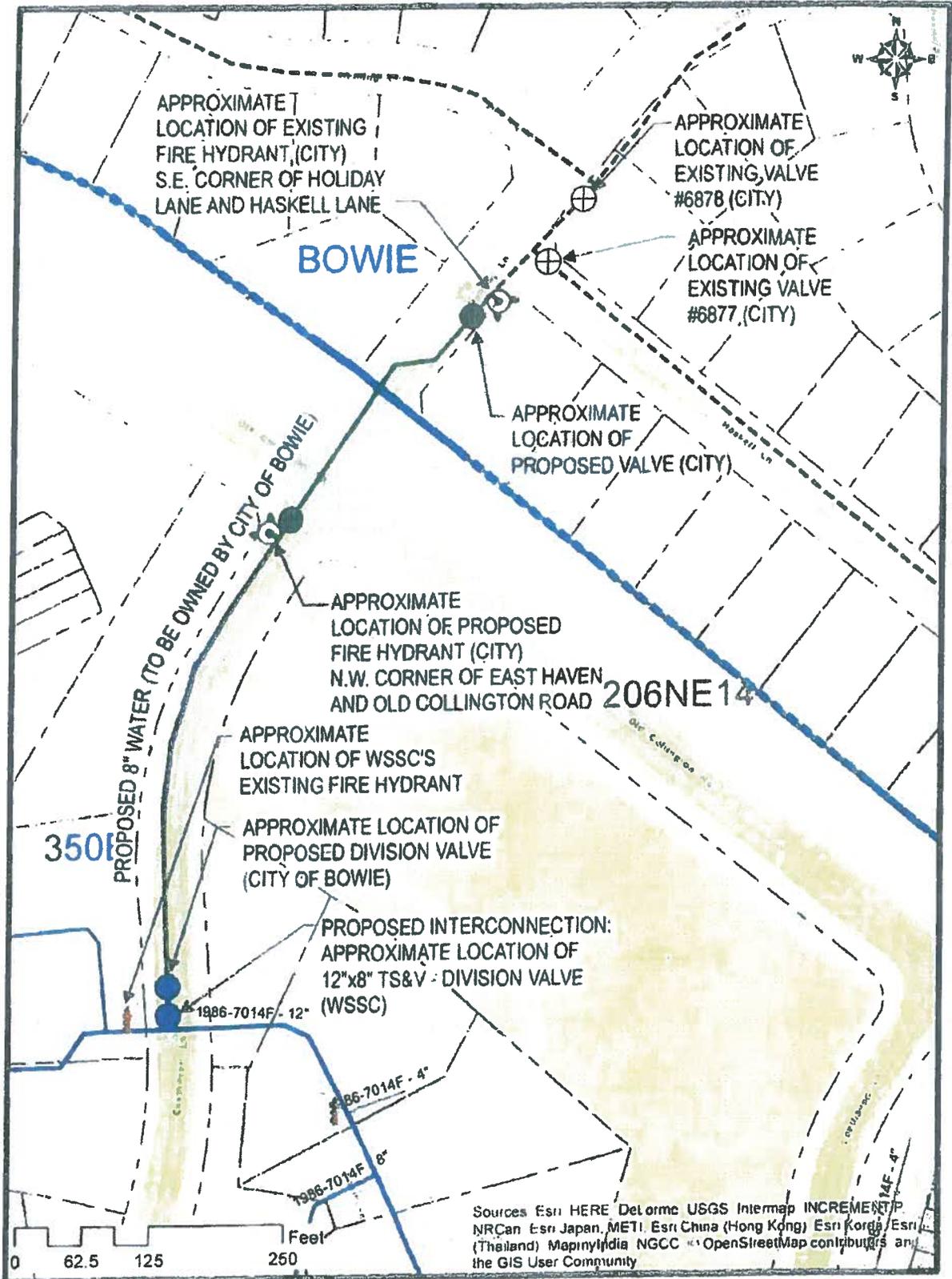
Construction hours will be between 8:00 AM - 4:00 PM Monday through Friday. During construction, minor disruptions to traffic may occur. Should you have any questions please feel free to call the Project Manager, Michael F. Schramm at 301.809.2341.

Sincerely,

George Stephanos, PE
Director, Department of Public Works

Cc: City Manager/City Council
Attached Interconnection Map Sketch

HEATHER HILLS - INTERCONNECTION MAP





City of Bowie

15901 Excalibur Road
Bowie, Maryland 20716

May 17, 2018

PROJECT NOTIFICATION

Whitemarsh Park Sanitary Sewer Construction Project Update

Dear Resident or Stakeholder:

The City of Bowie has awarded a contract to construct a sanitary sewer line from Whitemarsh Park to the rear of 13030 Forest Drive. As discussed during our Public Informational Meeting held on May 16, 2017 at Kenhill Center, the project supports improvements programmed for Whitemarsh Park under the adopted Capital Improvement Program.

The 2" pressure sewer constructed along Forest Drive is necessary to pump effluent from the Whitemarsh Park facilities to a City sanitary sewer manhole located within an existing water and sewer utility easement. The small diameter sewer will be installed on the north side of Forest Drive (street addresses with even numbers) along the edge of the pavement from the 13500 Forest Drive to 13030 Forest Drive. The sewer will leave the street right of way and be installed within the easement to a manhole (See enclosed sheets).

Over the next two to three weeks, the contractor, Locust Lane Farms, will be staking out the sewer alignment, marking the pavements to identify the locations of any buried utilities. The contractor will also be digging test pits over those utilities to verify their depths and locations. The construction work hours along Forest Drive are restricted to 8:00 AM - 4:00 PM Monday through Friday. The construction along Forest Drive is tentatively scheduled to start in about 30 days. The entire project should be completed by the first week in November. Should you have any questions please feel free to call the Project Manager, Michael F. Schramm at 301.809.2341.

Sincerely,

George Stephanos, PE
Director, Department of Public Works

Cc: City Manager/City Council
Enclosed site plan



AMT
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SANITARY SEWER PLAN - OVERALL
WHITEMARSH PARK - SITE AND UTILITY DESIGN

- Sanitary Connection Point
- Sanitary Pump
- Greedy Sanitary Pipe
- Pressure Sanitary Pipe
- Property Line

SCALE: N.T.S.



City of Bowie

15901 Excalibur Road
Bowie, Maryland 20716

MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, ICMA-CM, CMAA
City Manager 

SUBJECT: Stakeholders Meeting
Special Exception #SE-4800
Departure from Design Standards (DDS) #BD-1-18
Departure from Parking and Loading Standards (DPLS) #BD-2-18
Heavenly Skyy Child Care Center
15309 Johnstone Lane
Collington Station Subdivision

DATE: May 17, 2018

On May 15, 2018, a Stakeholders Meeting was held regarding the above referenced applications. Approximately 40 stakeholders attended the meeting. City Councilmember Truth was present as well.

The applicant, Heavenly Skyy Child Care, Ms. Sharon Waters, owner, is proposing to expand an existing child care center from 12 children to 27 children. The subject property is located at 15309 Johnstone Lane in the Collington Station subdivision and is zoned R-R (Rural-Residential), where a child care use is permitted as a Special Exception under the Prince George's County Zoning Ordinance. The applicant has also filed two Departure requests with the City: a Departure from Design Standards (DDS), with respect to the width of the driveway; and, a Departure from Parking and Loading Standards (DPLS) from the required number of off-street parking spaces.

After some brief opening comments and background by staff, Ms. Traci Scudder, attorney for the applicant, provided a short history of the existing and proposed use. The child care center has been operating since 2011, and the County has issued a Use and Occupancy Permit for the center to accommodate up to 12 children. The operation must meet State regulations. The initial Special Exception (SE) application was to increase the center to accommodate a maximum of 32 children, since that was the maximum number of children who could attend the operation without residents living in the house. The SE was amended to 27 children after concerns were expressed by County staff, and the applicant realizing an attendance of 27 children was the maximum with residents living in the house. There is now a waiting list for additional children to enroll in the center. Some parents prefer a home setting for child care. There has been only one known complaint, which was related to a vehicle speeding in the cul-de-sac. No exterior building modifications or additions are proposed; the appearance of the house will remain as a detached single-family dwelling.

Ms. Scudder described the public hearing and SE processes. She noted that the Departure applications have not been accepted by the City at this time.

Stakeholders Meeting
 Special Exception #SE-4800
 Departure from Design Standards (DDS) #BD-1-18
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 Heavenly Skyy Child Care Center
 15309 Johnstone Lane
 Collington Station Subdivision

Questions raised and comments made by stakeholders included:

- A resident expressed her opposition to the SE and Departures, and noted her concerns about the operation complying with state fire and safety standards and potential parking extension. She stated that she believes the proposal is a breach of the homeowners' covenants. **(Response:** Interior modifications will comply with the requirements. The County Zoning Ordinance requires 1 parking space/8 children for the center, resulting in four spaces being required. At this point, no driveway extension has been requested.)
- How will parking be handled? **(Response:** The existing two-car garage is for the residents. Morning traffic is mostly infants and young school children who are dropped-off in a staggered fashion at the site. After school care is provided for children in the 5 – 12 year old range, who arrive by small buses.)
- Why was review by the Homeowners Association (HoA) by-passed? **(Response:** HoA review was not by-passed. Approval was obtained in writing in 2014.)
- The attorney for the Collington Station HoA noted that striping for parking on the property is considered an exterior modification to the lot, and that the Maryland Homeowners Association Act considers child care centers with 9 -12 children to be a large center. He questioned counting the space in the garage for parking, and asked about the number of employees and whether there is a noise control plan for outdoor activities. He noted that the heavier the traffic, the character of the neighborhood becomes less residential. The covenants can be changed, but in doing so property values may decrease. He asked for a show of hands by those in attendance if there is concern with the SE application. Lastly, he noted that the HoA is opposed to an operation with more than 12 children, and that the homeowners board is opposed to the current application and will not change its mind. He suggested that the applicant channel her resources into finding another location. **(Response:** There are five employees who park in the driveway. The applicant has been working on the expansion project for a year, and has followed the notice requirements of the County and City.)
- A neighbor stated that the covenants and by-laws must be respected. **(Response:** The by-laws allow for some home-based businesses. The applicant has a letter from the HoA president, dated June 16, 2014, approving a child care center for 25 children.)
- What is the size of the shed, and does that need to be approved by the HoA? **(Response:** The shed is 329 sq. ft., and does need to be approved by the HoA.)
- The HoA president stated that the organization will not approve the SE or expanded parking, and would fight efforts to do so.

**Stakeholders Meeting
Special Exception #SE-4800
Departure from Design Standards (DDS) #BD-1-18
Departure from Parking and Loading Standards (DPLS) #BD-2-18
Heavenly Sky Child Care Center
15309 Johnstone Lane
Collington Station Subdivision**

- A neighbor who is in the military and has been involved with day care stated her objection to a center with 27 children. She noted that applicable current information and documents need to be provided, and the center must comply with health requirements for the children.

Attendees were encouraged to sign the attendance sheet so they could be contacted for any future meetings. It was noted that, at this time, no City public hearing dates have been set for these applications. However when these dates are set, a public hearing notice will mailed out. Additionally, attendees were encouraged to become a Party of Record with the Zoning Hearing Examiner, and were given the phone number, email address and case number to do that.