



Redevelopment Authority
of Prince George's County

BOARD OF DIRECTOR'S MEETING

June 4, 2019
8:30 a.m.

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



Redevelopment Authority
of Prince George's County

BOARD OF DIRECTORS MEETING

JUNE 4, 2019 - 8:30 a.m.

**9200 Basil Court, 2nd Floor
Largo, Maryland 20774**

AGENDA

1. CALL TO ORDER AND ROLL CALL
2. CONSENT AGENDA ITEMS
 1. SECRETARY'S REPORT
(Minutes of the May 7, 2019 Board Meeting)
 2. TREASURER'S REPORT
3. EXECUTIVE DIRECTOR'S REPORT
4. OPEN BOARD DISCUSSION
 1. REVIEW AND SIGN RESOLUTIONS 2019-2 & 2019-3
 2. REVIEW POLICIES AND PROCEDURES FOR ACQUISITION AND DISPOSITION OF REAL PROPERTY
5. FINAL REMARKS FROM THE VICE CHAIR AND BOARD MEMBERS
6. FINAL REMARKS FROM THE GENERAL PUBLIC
7. ADJOURNMENT

Next Meeting: JULY 2, 2019

**Redevelopment Authority of Prince George's County
Board Meeting
Minutes of the Meeting, May 7, 2019 8:30 am
9200 Basil Court, 2nd Floor, Largo, MD 20774**

PRESENT

Board Members

David Harrington, Vice Chair

Ronnette Earle

Glenda Hodges

John Tabori

Erma Barron

Staff

Adewale Dada

Andrea Anderson

Patricia Omondi

Lakeisha Smith

Stephen Paul

Rosalyn Clemens

Ex- Officio Members and Officer

Estella Alexander

Raymond Gilley

Community Advisory Committee

None

- **SECRETARY'S REPORT:**

Vice Chair Harrington called the meeting to order at 8:35 AM having declared a quorum present. The board was given the opportunity to review the minutes from the April meeting, a motion to approve the April minutes was motioned by Mr. Tabori and seconded by Erma Barron.

- **TREASURER'S REPORT:**

Accountant Adewale briefed the board on the Treasurer's report. Mr. Dada informed the board that operating revenues were up by \$22,000 or 6.6% from last month, he stated that much of the increase was driven by fees that the RDA received from the Housing and Rehab assistance program. He explained to the board that expenses have increased by \$19,000 or 28%, that consisted of annual fees that stemmed from external salaries for the administrative assistant, and other ongoing costs

Mr. Dada briefed the board on the Capital Projects, informing the board of the available Capital Improvement Program (CIP) funding at the end of April was \$5.5 million and a projection of the fund balance at the end of the Fiscal year (FY) will be \$7.8 million is expected. Included in the future fund of \$7.8 million is about \$2 million in lot-sales, primarily from the Suitland site.

Mr. Dada informed the board that RDA has sold almost a half a million dollars' worth of property lots in Suitland. He informed the board that last month, the RDA spent nearly \$430,000 on pre-development and construction costs, mainly at Suitland and the remaining funds on Addison Road project.

- **EXECUTIVE DIRECTOR'S REPORT:**

Mr. Stephen Paul informed the board that RDA was officially finished with the budget process, he stated that the approval of the Council was the last remaining task to be done. Mr. Paul briefed the board on the Glenarden budget deficit stating that there were a few meetings discussing the budget and solutions, he stated that more discussions for a resolution will be held in the future.

Mr. Paul briefed the board on the success and the ongoing progress of the Suitland project, he informed the board that the lot Sales are ahead of schedule, with 60 contracts already written. Board Members, Ronnette Earle and Erma Barron addressed the board and stated they wanted to discuss the communicative issues and working relationships between non-profit organizations and the County Government. Andrea Anderson informed the board that she reached out to the Non-profits of Prince George's and is currently awaiting feedback for a possible meeting between the RDA and the Executive director.

Ms. Clemens presented to the board a power point presentation on the RDA's Commercial Property Improvement Program. Ms. Clemen's stated that the goal of the program was to enhance the retail experience in Prince George's County by providing

grant incentives to improve the appearance of shopping centers and retail space. She informed the board that the project was inspired by the retail study that was done in 2017 that suggested the county should provide some sort of incentive to the owners of retail space to enhance their properties. Ms. Clemens stated that the minimum grant amount was \$50,000 and the maximum amount was \$350,000. She informed the board that the program was funded by \$1.75 million county revitalization CIP funds.

Ms. Clemens stated that the RDA originally launched the program in February, receiving initially 17 applications, there were 9 applicants that were recommended for the funding. Ms. Clemens informed the board that an event announcing the recipients will take place on May 31st. Ms. Clemens stated that 7 out of the 9 recipients were inside the beltway, the other 2 were located outside of the beltway. Ms. Clemens informed the board that a matrix was used ranking the 17 applicants in tiers, tier 1 applicants scored between 70-96, she stated that the range represented the properties that have been recommended for funding. The Total grant requests was \$2.3 million, RDA had approved at least \$1.9 million of that request. Ms. Clemens stated that the main evaluation was used to determine eligibility for grant requests for market potential of the property. She informed the board that RDA reviewed all 17 applications for the threshold requirements, site visits were conducted to assess the market potential for each property, and each owner of a property was tasked with submitting a proposal on plans for what to do with the property in the next five years.

The CPIP Award Winners

1. The Landing at Woodyard in Clinton, MD
2. St. Barnabas Plaza
3. The Shoppes at Iverson
4. Green Meadows
5. Eastern Avenue/ Rhode Island Ave.
6. Largo Town Center
7. Dodge Plaza
8. Shoppes at Crittenden
9. Towns Center Market

Ms. Clemens informed the board that much of the promotion for the CPIP program was through advertising through the Chamber of Commerce and through help from the Economic Development Center (EDC). Ms. Clemens informed the board that the applicants that were not approved for the grants were properties that either had a low market potential or owners who did not invest enough of their own money to be eligible for funding. Tier 2 applicants of the program were recommended for funding but only under the condition that available funds were present for them to receive. Ms. Clemens had expressed interest in doing a second round for the CPIP program next year. She stated that all awardees would have to provide documentation regarding post-work materials for their projects.

Mr. Paul discussed certain changes to the procurement document. Much of the changes in the document will regard updating the information to fit modern times.

TREASURER'S REPORT

May 28, 2019

Operating Budget

Operating revenues totaled \$358,933 - an increase of \$1,533 or 0.4% from last month. In the same period, operating expenses increased by \$46,627 or 42.0% due to partial payment of fiscal management fees to the Office of Finance, temporary staffing and equipment leasing costs. Below is a breakdown of changes in last month's costs:

Expense Type	Expense Amount	Notes
Fiscal Services	\$30,000	Annual accounting/reporting fee
Staff Training	3,735	OSHA training and certification
Staffing Services	3,280	Salary for temporary employee
Office Supplies	3,250	General supplies and phone service
Consultant	3,000	Appraisal and inspection fees
Board Expenses	1,745	Stipends and catering
Equipment Leasing	1,617	Copier machine

Capital Improvement Program

Available CIP funds were \$16.9 million as of May 28, 2019 and the projected FY 2019 ending fund balance is \$8.0 million. Available CIP funds increased by \$11.4 million from last month, because of the release of appropriated funds for the Suitland project. Year-to-Date CIP expenditures are \$9.8 million, an increase of \$639,609 or 7.0% over the last month. Below are major changes in last month's CIP expenditures:

Project Name	Expense Amount	Description
Suitland Town Center	\$611,679	Pre-development and construction
County Revitalization	14,360	Grant reimbursements
Glenarden Hills	8,790	Pre-development and construction
Addison Road	4,285	Pre-development and maintenance

OPERATING BUDGET^a

(as of May 28, 2019)

	FY 2017 ACTUAL	FY 2018 ACTUAL ^b	FY 2019 BUDGET ^c	FY 2019 YTD ^d	FY 2019 ESTIMATE
BEGINNING FUND BALANCE	\$ 92,647	\$ 104,921	\$ 38,265	\$ 240,682	\$ 240,682
County Operating Grant	233,700	317,600	333,500	333,500	333,500
CDBG - Pathway to Purchase Program ^e	313,700	352,600	363,200	363,200	363,200
CDBG - Suitland Façade Program ^f	42,518	154,793	-	96,205	96,200
Technical Assistance Fee - HRAP ^g	-	-	-	21,751	21,800
Technical Assistance Fee - MNCPPC ^g	-	-	-	-	-
Miscellaneous Revenues	-	2,871	-	3,682	4,000
TOTAL REVENUES	\$ 589,918	\$ 827,864	\$ 696,700	\$ 818,338	\$ 818,700
Board Meeting Expenses	2,026	1,372	2,000	1,098	2,000
Board Member Stipends	18,997	19,600	28,500	18,800	21,200
Board Member Development	-	-	-	134	300
Total Board Expenses	21,023	20,972	30,500	20,032	23,500
General Counsel Fees	66,635	67,605	90,000	20,310	75,000
Consultants & Feasibility Studies ^h	-	-	30,000	4,400	3,000
Redevelopment Capacity Building ⁱ	-	-	-	-	-
External Auditor Fees ^j	8,500	7,500	20,000	7,500	10,000
Fiscal Management Services ^k	60,000	60,000	60,000	30,000	60,000
Commercial Insurance Premiums	4,935	3,563	27,000	13,130	15,000
Staffing Services	34,117	39,674	45,000	34,173	40,000
Equipment Leasing	5,388	6,486	6,000	9,281	10,000
Total Contractual Expenses	179,575	184,828	278,000	118,794	213,000
Staff Training & Development	-	-	5,000	4,235	4,500
Office Supplies & Other Costs	20,656	14,154	20,000	14,461	16,900
Total Administrative Expenses	20,656	14,154	25,000	18,696	21,400
CDBG - Pathway to Purchase Program	313,700	352,600	363,200	363,200	363,200
CDBG - Suitland Façade Program	42,790	119,449	-	-	-
Other Expenses	-	-	-	-	-
Total Capital Outlay Costs	356,490	472,049	363,200	363,200	363,200
TOTAL EXPENDITURES	\$ 577,744	\$ 692,002	\$ 696,700	\$ 520,722	\$ 621,100
Operating Balance - Surplus/(Deficit)	12,174	135,862	-	297,617	197,600
Other Adjustments	-	-	-	-	-
ENDING FUND BALANCE	\$ 104,821	\$ 240,682	\$ 38,265	\$ 538,299	\$ 438,282

Notes:

- a. The operating budget includes General, Special Revenue, Internal Service and Enterprise funds.
- b. Beginning fund balance may consist of unreconciled revenue and expenditure items.
- c. Annual appropriation approved by the Prince George's County Council.
- d. Year-to-Date (YTD) transactions include estimates for some line-items that are based on operating agreements.
- e. Home purchase assistance program funded from a Community Development Block Grant (CDBG).
- f. CDBG reimbursements for Suitland Façade Program that ended in FY18.
- g. Income generated from consulting services for the MNCPPC Glendale Hospital and administering the HRAP project.
- h. Reserved funds for consulting services (technical studies and project management).
- i. Reserved line-item to fund training/capacity-building of local redevelopment partners.
- j. Fixed fees for auditing services provided by the accounting firm CliftonLarsonAllen LLP.
- k. Fixed fees for accounting services provided by the Office of Finance.

CAPITAL BUDGET

(as of May 28, 2019)

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
BEGINNING FUND BALANCE	\$ 8,647,103	\$ 10,644,932	N/A	\$ 3,007,157	\$ 3,007,157
County Contribution ^{1,2}	3,650,000	2,000,000	16,713,000	22,500,000	28,500,000
State Grants	480,050	-	-	244,950	344,950
Property Sales	(59,682)	1,673,732	-	468,278	2,000,000
Other Revenue ³	12,927	325,856	-	508,032	536,008
TOTAL REVENUE⁴	\$ 4,083,295	\$ 3,999,588	\$ 16,713,000	\$ 23,721,260	\$ 31,380,958
Acquisition	-	212,856	-	-	-
Demolition	-	2,709,975	2,600,000	-	2,529,367
Construction ⁵	214,061	4,244,626	10,613,000	6,840,489	18,040,135
Maintenance	123,710	67,310	-	126,667	145,500
Pre-development & Design	1,346,155	2,236,001	1,000,000	1,367,486	1,455,000
Financing Costs	110,553	1,744,322	1,500,000	1,484,924	1,484,924
Community Grants ⁶	-	-	750,000	-	2,671,956
Other Expenses	290,987	422,273	250,000	9,604	69,144
TOTAL EXPENSES	\$ 2,085,466	\$ 11,637,363	\$ 16,713,000	\$ 9,829,170	\$ 26,396,026
ENDING FUND BALANCE⁷	\$ 10,644,932	\$ 3,007,157	N/A	\$ 16,899,247	\$ 7,992,090

Notes:

1. FY19 appropriation of \$16.7 million consists of \$10.5 million County PAYGO and \$6.2 million spending authority when additional funding is sourced.
2. FY19 estimate of \$28.5 million County Contribution includes current-year appropriation of \$10.5 million County PAYGO and \$18.0 million delayed bond funds dedicated to the Suitland Town Center CIP, initially appropriated in FY18.
3. Other Revenue includes miscellaneous income. YTD, FY19 Other Revenue includes a \$384,307 reimbursement from the Revenue Authority.
4. CIP revenues include PAYGO (County), Grants (State and Federal), Developer Fees, General Obligation Bonds, Property Sales and Other Revenues.
5. Current-year estimates driven by an increase of \$11.9 million for Suitland that is offset by reduced spending of \$3.9 million for Glenarden Hills.
6. Current-year estimates driven by \$1.95 million allotted to the Commercial Property Improvement Program (CPIP) and the roll-over of unspent funds from prior fiscal years for the Community Impact Grant (CIG) program.
7. The reported fund balance at the end of the fiscal year are committed funds (non-discretionary) for approved capital projects.

ADDISON ROAD

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
BEGINNING FUND BALANCE	\$ 388,479	\$ 334,451	N/A	\$ 98,369	\$ 98,369
County Contribution	-	-	1,000,000	1,000,000	1,000,000
State Grants ¹	5,050	-	-	244,950	344,950
Property Sales	-	-	-	-	-
Other Revenue	-	-	-	-	-
TOTAL REVENUE	5,050	-	1,000,000	1,244,950	1,344,950
Acquisition	-	212,856	-	-	-
Demolition	-	-	-	-	-
Construction	-	-	-	2,370	600,000
Maintenance	2,787	-	-	4,575	5,000
Pre-development & Design	-	6,030	-	68,175	70,000
Blue Line Façade Program	-	-	-	-	100,000
Blue Line Façade Program - RDA Match ¹	-	-	-	-	30,000
Fairmount Heights - Net Zero Program	-	9,065	1,000,000	-	-
Financing Costs	-	-	-	-	-
Other Expenses	56,291	8,131	-	-	-
TOTAL EXPENSES	59,078	236,082	1,000,000	75,120	805,000
ENDING FUND BALANCE	\$ 334,451	\$ 98,369	N/A	\$ 1,268,199	\$ 638,319

Notes:

- The Blue Line Façade program (\$130K budget funded from a \$100K State grant and a \$30K RDA match) and the Fairmount Heights Net Zero program will receive \$250K reimbursement for land purchase. Program implementation should begin in second-half of FY19.

CHEVERLY

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
BEGINNING FUND BALANCE	\$ 238,065	\$ 179,895	N/A	\$ 161,682	\$ 161,682
County Contribution	-	-	-	-	-
State Grants	-	-	-	-	-
Property Sales ¹	-	-	-	-	-
Other Revenue ²	-	-	-	49,250	49,250
TOTAL REVENUE	-	-	-	49,250	49,250
Acquisition	-	-	-	-	-
Demolition	-	-	-	-	-
Construction	-	619	-	-	-
Maintenance	57,370	4,235	-	2,970	3,500
Pre-development & Design	400	13,350	-	2,500	2,500
Financing Costs	-	-	-	-	-
Other Expenses	400	9	-	29	29
TOTAL EXPENSES	58,170	18,213	-	5,499	6,029
ENDING FUND BALANCE	\$ 179,895	\$ 161,682	N/A	\$ 205,433	\$ 204,903

Notes:

1. Expected payment of \$936K for the purchase of the 5801-09 Annapolis Road property, scheduled to be deposited in FY20.
2. Refundable deposit for the purchase of the 5801-09 Annapolis Road property (per terms of purchase agreement).

COUNTY REVITALIZATION

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
BEGINNING FUND BALANCE	\$ 5,163,948	\$ 5,488,160	N/A	\$ 7,220,738	\$ 7,220,738
County Contribution	250,000	2,000,000	1,000,000	1,000,000	1,000,000
State Grants	225,000	-	-	-	-
Property Sales	-	-	-	-	-
Other Revenue	11,946	-	-	48,866	61,126
TOTAL REVENUE	486,946	2,000,000	1,000,000	1,048,866	1,061,126
Acquisition	-	-	-	-	-
Demolition	-	-	-	-	-
Construction	118,858	50,000	-	75,628	76,000
Maintenance	-	31,126	-	71,242	72,000
Pre-development & Design	-	-	-	5,761	7,500
FY 2019 CIG Awards ¹	-	-	250,000	-	696,500
FY 2018 CIG Awards	-	-	-	-	-
FY 2017 CIG - Carryover Disbursements	-	-	-	-	25,456
FY 2016 CIG - Carryover Disbursements	-	-	-	-	-
FY 2019 CPIP Awards ²	-	-	250,000	-	1,950,000
Northern Gateway Project	-	-	250,000	-	-
Financing Costs	-	-	-	-	-
Other Expenses	43,876	186,296	250,000	7,403	28,746
TOTAL EXPENSES	162,734	267,422	1,000,000	160,034	2,856,202
ENDING FUND BALANCE	\$ 5,488,160	\$ 7,220,738	N/A	\$ 8,109,570	\$ 5,425,662

Notes:

1. \$500K was approved in the FY19 budget for Community Impact Grants (CIG). The FY19 Estimate includes an additional \$196K consisting of unspent or recaptured funds from prior fiscal years. The bulk of CIG funds are spent on construction and beautification projects.
2. FY19 Commercial Property Improvement Program (CPIP) grants if not disbursed in the current fiscal year, will roll over into FY20 expenditures.

GATEWAY ARTS DISTRICT

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
BEGINNING FUND BALANCE	\$ (4,173,785)	\$ (3,996,900)	N/A	\$ (3,749,301)	\$ (3,749,301)
County Contribution	-	-	-	-	-
State Grants	250,000	-	-	-	-
Property Sales	(59,682)	-	-	-	-
Other Revenue	-	-	-	632	632
TOTAL REVENUE	190,318	-	-	632	632
Acquisition	-	-	-	-	-
Demolition	-	-	-	-	-
Construction	11,618	(250,000)	-	-	-
Maintenance	-	-	-	-	-
Pre-development & Design	-	-	-	-	-
Financing Costs	-	-	-	-	-
Other Expenses	1,815	2,401	-	-	-
TOTAL EXPENSES	13,433	(247,599)	-	-	-
ENDING FUND BALANCE	\$ (3,996,900)	\$ (3,749,301)	N/A	\$ (3,748,669)	\$ (3,748,669)

Notes:

1. A negative balance of \$4.9 million was reported in the SAP system at the end of FY 2014 and impacts current financial statements. The issue is still not resolved but RDA is working with the Office of Management and Budget (OMB) and the Office of Finance (OOF) to identify and rectify the discrepancy in the system.

GLENARDEN

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
BEGINNING FUND BALANCE	\$ 5,002,706	\$ 5,995,277	N/A	\$ 1,575,934	\$ 1,575,934
County Contribution ¹	1,200,000	-	10,713,000	4,500,000	4,500,000
State Grants	-	-	-	-	-
Property Sales	-	1,673,732	-	50,000	-
Other Revenue	981	36,222	-	-	-
TOTAL REVENUE	1,200,981	1,709,954	10,713,000	4,550,000	4,500,000
Acquisition	-	-	-	-	-
Demolition	-	2,709,975	2,600,000	-	2,529,367
Construction	17,855	1,675,000	6,613,000	1,025,411	2,673,804
Maintenance	19,435	-	-	4,267	15,000
Pre-development & Design	-	-	-	-	25,000
Financing Costs - RVA (Principal)	-	1,673,732	1,500,000	1,484,924	1,484,924
Financing Costs - RVA (Interest)	110,553	70,590	-	-	-
Other Expenses	60,567	-	-	2,172	2,200
TOTAL EXPENSES	208,410	6,129,297	10,713,000	2,516,774	6,730,295
ENDING FUND BALANCE	\$ 5,995,277	\$ 1,575,934	N/A	\$ 3,609,160	\$ (654,361)

Notes:

1. Preliminary assumption that only \$4.5M PAYGO of the total appropriation of \$10.7M for FY 2019 will be funded. Funding requests were submitted in the FY 2020-2025 Capital Improvement Program (CIP) to address the project's funding deficit.

SUITLAND

Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
BEGINNING FUND BALANCE	\$ 2,027,690	\$ 2,644,049	N/A	\$ (2,300,265)	\$ (2,300,265)
County Contribution	2,200,000	-	4,000,000	16,000,000	22,000,000
State Grants	-	-	-	-	-
Coral Hills Façade Program - TNI Funds ¹	-	146,000	-	-	-
Coral Hills Façade Program - CDBG Funds ¹	-	103,485	-	-	-
Property Sales ²	-	-	-	418,278	2,000,000
Other Revenue	-	40,149	-	409,284	425,000
TOTAL REVENUE	2,200,000	289,634	4,000,000	16,827,561	24,425,000
Acquisition	-	-	-	-	-
Demolition	-	-	-	-	-
Construction	65,730	2,759,942	3,000,000	5,737,080	14,560,331
Maintenance	44,118	31,949	-	43,614	50,000
Pre-development & Design	1,345,755	2,216,621	1,000,000	1,291,049	1,350,000
Financing Costs	-	-	-	-	-
Coral Hills Façade Program	-	-	-	-	-
Other Expenses	128,038	225,436	-	-	38,169
TOTAL EXPENSES	1,583,641	5,233,948	4,000,000	7,071,743	15,998,500
ENDING FUND BALANCE	\$ 2,644,049	\$ (2,300,265)	N/A	\$ 7,455,553	\$ 6,126,235

Notes:

1. Reimbursable payments for the Coral Hills and Suitland Façade programs are expensed from Suitland Town Center CIP funds.
2. \$2M initial revenues from a projected total of \$13 million from the sale of 219 townhouse lots at the Suitland Town Center site.

**EXECUTIVE DIRECTOR'S REPORT TO THE BOARD OF DIRECTORS
PRINCE GEORGE'S COUNTY REDEVELOPMENT AUTHORITY (RDA)
5/1/2019 – 5/31/2019**

General

The County budget, including the RDA Operating and Capital budgets, has been approved by the County Council.

Solicitations

The Suitland infrastructure construction for Phases 1B, 1C, and 2 responses were due on August 15 and 3 responses were received. Two contractors have been selected and one contract was signed and the other is being drafted.

Glenarden Apartments- New Name Glenarden Hills

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

The development team submitted an application to MD DHCD on May 6, 2019 for the 9% LIHTC competitive round. Phase 2B is a \$34.5 million project with projected funding sources including 9% LIHTC equity, private mortgage, MD DHCD Rental Housing Program funds, HOME funds, Prince George's County Housing Trust Fund and CIP, and deferred developer fee.

Glenarden Phase 2A – 55 Senior Units

The RDA, Pennrose and Harkins Builders will be sponsoring a contracting event on June 6, 2019 for MBE/Women Owned and Local Contractors. Contracting opportunity include: testing, site grading, utilities, paving, landscaping, concrete, masonry, finish carpentry, roofing, vinyl siding, flooring, drywall, painting, plumbing, HVAC, finish cleaning, wire shelving, window treatment, sprinkler systems and signage. Bids will be due on June 21, 2019.

Phase 2A is a \$14 million project for construction of the second half of the senior building. Anticipated funding sources include 4% Low Income Housing Tax Credit equity, tax exempt bonds, MD CDA Rental Housing Works funds, HOME funds, a Prince George's County infrastructure grant and a PILOT. Closing on financing is projected for July 7, 2019.

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

To date, \$26.9 million or 78.9% of the \$34.1 million budget for Phase I has been disbursed, including the RDA's \$1,675,000 infrastructure funding.

May 2019 Construction Update	Estimate completion Date
Community Center Rough-ins are complete, insulation complete, Drywall hanging complete, Doors and trim are complete, Production finishes are 99% complete.	6/19
Senior Building Windows complete, Roof complete, building rough-ins are complete, Drywall hang 99% complete, Production finishes are 90% complete.	6/19
Building G	6/19

All unit production work is complete, in punch out and owner walks. Waiting on permanent electric and WSSC approval.	
Building F All unit production work is complete, in punch out and owner walks. Waiting on permanent electric and WSSC approval.	6/19
Building E Foundations complete, underground plumbing is complete, Slab complete, Framing is complete, rough ins are complete, drywall is complete, trim is complete, prime paint is complete.	7/19
Building D Foundations complete, underground plumbing is complete, Slab complete, Framing is complete started unit rough ins 30% complete.	7/19
Building B Foundations complete, underground plumbing is complete, Slab complete, Framing is complete, rough ins are complete, drywall is complete, trim is complete, prime paint is complete.	6/19
Building A Foundations complete, underground plumbing is complete, Slab complete, Framing is complete, rough ins are complete, Drywall is complete, working on unit trim 30% complete	7/19
Building C Foundations complete, underground plumbing is complete, Slab complete, Framing is complete, rough ins are complete, started drywall hanging operation 33% complete	7/19
Site Utilities	
The site sanitary is approximately 80% complete, the water lines are 50% complete	TBD
Curb and gutter Community building is complete, G building is complete, F building is complete.	TBD

Suitland Development

4809 Suitland Road

No update.

2606 Shadyside Avenue

No update.

Towne Square at Suitland Federal Center

Rough grading, site demolition, and building demolition began in October 2017. Demolition of the retail buildings along Suitland Road was completed in May 2018. Infrastructure construction on Phase 1A started in January 2018 and is now complete. Infrastructure construction on Phases 1b, 1C and 2 should begin in February 2019.

Townhouses

NVR was selected as the town house builder. Construction of the model townhomes began in August 2018 and is now complete. Initial sales are ahead of schedule.

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. Construction is set to begin by the end of 2019.

Infrastructure Construction:

Construction is complete for Phase 1A and ongoing for Phases 1B, 1C and 2. 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, twenty-four (25) loans for \$1,215,131.10 have closed. Total HRAP II expenses to date are \$1,501,937.48. To date 33.05%, or \$1,669,035.00, of the \$5,050,647.86 budget, has been committed.

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, 17 properties have been completed and the CDBG grant is currently being closed out with contractor and DHCD. Two remaining property still under construction, expected to be completed in May. RDA continues to work with DPIE for approval of an additional \$35,000 of TNI funding for change orders.

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.

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

Grant Agreements and construction contracts have been executed for the following four properties: 116 Tunic Avenue (\$15,899); 110 Sultan Avenue (14,397); 120 Tunic Avenue (\$19,385); and 101 Tunic Avenue (\$14,078). County based MBE contractor Community Investment Remodelers will provide construction services. Construction is underway.

Commercial Property Improvement Grant Program (CPIP)

The 2019 CPIP Awards Ceremony was held on May 31, 2019 at the Landing at Woodyard in Clinton. The following CPIP Awardees were announced by the County Executive:

Name of Awardee	Address	Grant Request	CPIP Award Amount	Council District
The Landing at Woodyard	8899 Woodyard Road, Clinton, MD 20735	\$350,000	\$350,000	9
The Shops at Iverson	3737 Branch Ave., Hilcrest Heights MD 20748	\$350,000	\$350,000	7
St. Barnabas Plaza	3650-3676 St. Barnabas Rd, Suitland 20746	\$250,500	\$250,000	7
Largo Town Center	900 Largo Center Drive, Upper Marlboro, MD 20774	\$350,000	\$267,034	6
Shoppes at Crittenden Crossing	4802-4816 Rhode Island Ave. 4805 42 nd Place, 4902 43 rd St.	\$175,000	\$150,000	2
Dodge Plaza	7700-7778 Landover Road, Landover, MD 20785	\$350,000	\$75,000	5
Green Meadows Shopping Center	6543-6547 Ager Rd., Hyattsville MD 20782	\$350,000	\$350,000	2
Mt. Rainier Main Street	3201-3219 Rhode Island Avenue, 3200 Otis St., Mount Rainier, MD 20738	\$76,100	\$76,000	2
Town Center Market	4705 Queensbury Road, Riverdale MD 20737	\$50,000	\$50,000	3

On February 15, 2019, RDA received 17 applications from owners of shopping centers and retail space for CPIP funding. Requests total \$3.9 million for \$1.9 million in available funding.

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).

Glassmanor-Oxon Hill TNI Home Restoration Façade Improvement Program

RDA has been assigned the responsibility for providing oversight over the implementation of this \$330,000 County TNI Blight Eradication initiative in the Glassmanor-Oxon Hill community. The program will improve the external appearance of up to 38 residential properties, while leveraging other programs like HRAP to support neighborhood preservation. Housing Options & Planning Enterprises, Inc., a local nonprofit, will provide application intake and construction management.

Gateway Arts District

1. **4100 Rhode Island Avenue:** Developer closed on financing in April 2018 and construction has started. Completion is scheduled for January 2020.
2. **3807 Rhode Island Avenue:** Construction is complete. The residential units are 80% 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.

Capitol Heights/Addison Road Metro Corridor

Maryland Park Drive Property: The development agreement has been extended to March 30, 2019. A new extension is needed and is being discussed with the developer. 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: Construction Pre-bid meeting was held on April 25, 2019 at the Town of Fairmount Heights municipal building. Event was attended by 10 local MBE contractors. Bids are due on May 31, 2019. 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 for modular and stick built construction is currently being finalized. A Storm water Management Plan has been submitted to DPIE for review.

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 selection has been made. The Purchase and Sale Agreement and the Development Agreement have been executed and the feasibility study period has begun.

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.

Glenn Dale Hospital Revitalization

As a result of the RDA technical assistance to M-NCPPC regarding the adaptive reuse of the Glenn Dale Hospital site, HB 662, the Glen Dale Hospital Bill was approved the Maryland General Assembly to lift the Continuing Care Retirement Community (CCRC) use restriction on the site. House Bill 662, was recognized with the Heritage & Historic Preservation Award at the 2019 Prince George's County Historic Preservation Week Reception on May 23, 2019.

Next step will involve a 12-month master planning process that will explore adaptive reuse scenarios for the 60-acre historic hospital campus. RDA is working with MNCPPC and the Alexander Company development team to finalize a master planning agreement.

Community Impact Grant

2019 grant awards:

Grant Agreements were mailed via certified mail on April 19, 2019 to all CIG award recipients. I requested that they return the signed agreements by **May 1, 2019**. Have received agreements from the following:

- CASA de Maryland
- Friends of Greenbelt Museum
- Gateway CDC
- Gethsemane UMC
- Housing Initiative Partnership
- Little Friends for Peace
- Prince George's Arts and Humanities Council

Community Outreach and Development CDC – UPDATE: On or about May 16, 2019 I received a call from Executive Director Sandy O. Washington expressing her regret that Community Outreach and Development CDC did not have the capacity to move forward with the grant. I requested a letter indicating the same. After another email request, I received the letter dated May 22, 2019.

I have hand-delivered grant agreements and conducted site visits of the project locations for the following grantees:

- Friends of Greenbelt Museum
- Gateway CDC
- Gethsemane UMC
- Little Friends for Peace
- Prince George's Arts and Humanities Council

Still Outstanding: **Northern Gateway CDC** – this organization is in the process of getting liability insurance as is required by the terms of the grant agreement.

Transforming Neighborhoods Initiative (TNI)

No update.

**DOWN PAYMENT AND CLOSING COST ASSISTANCE PROGRAMS
PATHWAY TO PURCHASE (PTP) AND PRINCE GEORGE'S COUNTY PURCHASE ASSISTANT
PROGRAM (PGCPAP)**

The RDA secured over **\$1,100,000.00** 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:	132
Loans being processed:	10
Loans clear to close:	0
Loans closed:	102
Loans sent back:	20

Trainings and Outreach (to date):

• Homebuyers:	1450
• Realtors:	775
• Lenders:	430

Economic Impact:

• Pathway to Purchase Loans:	\$935,844.51
• Property Taxes Generated:	\$320,661.18
• Recordation and Transfer Fees:	\$424,511.88

Remaining Balance as of June 1, 2019 for PTP is: \$164,155.56

HOUSING INVESTMENT TRUST FUND

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 1, 2018** and started receiving applications on **August 2, 2018**.

• Total loans applied	122
• Loans being processed	11
• Loans clear to close	1
• Loans closed	98
• Loans sent back	12

Training and Outreach (to date)

• Homebuyers:	1165
• Realtors:	275
• Lenders:	250

Economic Impact:

- **PGCPAP Loans:** **\$1,343,293.10**
- **Property Taxes Generated:** **\$ 385,621.20**
- **Recordation and Transfer Taxes Generated** **\$ 419,675.89**

Remaining Balance as of June 1, 2019 PGCPAP is: \$804,106.90

Neighborhood Stabilization Program

NSP 1 (May 2019)

To date, properties purchased: 30

- Properties sold: 30
- Properties under construction: 0
- Properties in preconstruction/architectural design phase: 0
- Rehabilitated properties for sale: 0

Cumulative Expenditures	Available Grant Balance	Available Program Income Balance
\$7,072,006	0	\$0

NSP 3/NCI 3 April - 2017)

HUD has approved the Close Out of the NSP 3 Program.

To date, properties purchased: 31

- Properties sold: 31
- Properties under contract (acquisition): 0
- Properties under contract (resale): 0
- Properties in architectural design/bid stage: 0
- Properties under construction: 0

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	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. Omondi	TBD		0	In the feasibility study period by the developer
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.)	Status
Towne Center at Suitland Federal Center	7	S. Paul	\$400 million	0	1,6400,000	Fine grading commenced
Glenarden Apartments	5	R. Clemens	\$138 million	0	0	Construction underway
Cheverly Property	5	S. Paul		0	0	Feasibility study period
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.)	Status
NSP Program	All	R. Clemens	\$7,072,006			30 acquisitions, 30 sales.
NSP3/NCI	7	R. Clemens	\$3,930,188			31 acquisitions, 31 sales.

REDEVELOPMENT AUTHORITY OF PRINCE GEORGE'S COUNTY
RESOLUTION 2019-2

*A Resolution approving revisions to the Redevelopment Authority of Prince George's County's
Procurement Operating Policies and Procedures*

WHEREAS, the Redevelopment Authority of Prince George's County (the "Redevelopment Authority") was authorized by CB-85-1997 pursuant to Chapter 266 of the Laws of Maryland, 1996; and

WHEREAS, the Charter of the Redevelopment Authority was approved by the County Council by CR-60-1998 and duly filed with the State of Maryland; and

WHEREAS, § 15B-109(a) of the Prince George's County Code (the "Code") provides that the Redevelopment Authority may make rules and regulations for the operation and use of land, property and undertakings under its jurisdiction in the manner provided by the local law; and

WHEREAS, § 15B-125(a) of the Code provides that the Redevelopment Authority may adopt by resolution rules and regulations for the operation and use of property and undertakings under its jurisdiction; and

WHEREAS, the Redevelopment Authority would like to revise its Procurement Operating Policies and Procedures with certain suggested changes—SEE ATTACHMENT "A"; and

WHEREAS, staff has suggested such revisions in light of updating the current policies and procedures and expanding the document to include County-based business and County-based small business preferences; and

WHEREAS, staff has reviewed such modifications with the Board of Directors and included their input into the suggested revisions of the manual; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Redevelopment Authority that certain revisions to the Procurement Operating Policies and Procedures for the Redevelopment Authority dated June 4, 2019 and included in Attachment A are hereby adopted; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to immediately begin implementation of revision to the Procurement Operating Policies and Procedures as set forth in Attachment A and approved by the Board of Directors.

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SIGNATURE PAGE FOR RESOLUTION 2019-2

This Resolution shall be effective upon the date of its adoption.

Adopted this the _____ day of _____, 2019

**REDEVELOPMENT AUTHORITY OF
PRINCE GEORGE'S COUNTY**

Chair

David Harrington, Vice Chair

Erma Barron, Member

Glenda Hodges, Member

John Tabori, Member

Ronnette Earle, Member

Estella Alexander, Ex-Officio

Raymond Gilley, Ex-Officio Member

Reviewed for Legal Sufficiency

General Counsel

**REDEVELOPMENT AUTHORITY OF PRINCE GEORGE'S COUNTY
RESOLUTION 2019 - 3**

A Resolution Approving the Associate Director to Execute an Agreement for the purchase of land located at 4775 and 4785 Towne Square Boulevard, Suitland for the continued Development of the Towne Square at Suitland Federal Center

WHEREAS, the Redevelopment Authority of Prince George's County (the "Redevelopment Authority") was created by CB-85-1997 pursuant to Chapter 266 of the Laws of Maryland, 1996; and

WHEREAS, the Charter of the Redevelopment Authority was approved by the Prince George's County Council pursuant to CR-60-1998 and duly filed with the State of Maryland; and

WHEREAS, Sec. 15B-109(a) of the Prince George's County Code (the "Code") provides that the Redevelopment Authority may make rules and regulations for the operation and use of land, property and undertakings under its jurisdiction in the manner provided by local law; and

WHEREAS, the Redevelopment Authority intends to purchase property located at 4775 and 4785 Towne Square Boulevard, Suitland for the continued development of the Towne Square at Suitland Federal Center;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Redevelopment Authority that the Associate Director is hereby authorized to negotiate and execute an agreement and all related documents for the purchase of property located at 4775 and 4785 Towne Square Boulevard for the continued development of the Towne Square at Suitland Federal Center.

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SIGNATURE PAGE FOR RESOLUTION 2019-3

RESOLVED this the 4th day of June, 2019

**REDEVELOPMENT AUTHORITY OF
PRINCE GEORGE'S COUNTY**

Chair

David Harrington, Vice Chair

Erma Barron, Member

Glenda F. Hodges, Member

John Tabori, Member

Ronnette Earle, Member

Estella Alexander, Ex-Officio Member

Raymond Gilley, Ex-Officio Member

Reviewed for Legal Sufficiency

General Counsel