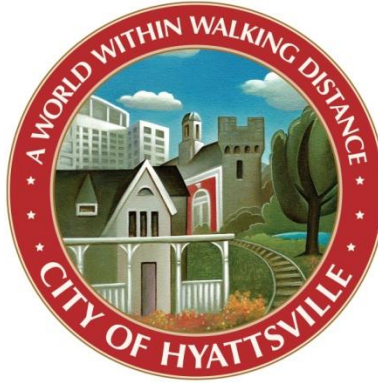




Hyattsville City Council Regular Meeting

Monday, November 2, 2015

8:00 PM

Agenda

1. Call to Order and Council Roll Call

2. Pledge of Allegiance to the Flag

3. Approval of Agenda

4. Approval of Minutes

(1) City Council - Regular Meeting - Apr 20, 2015 7:30 PM

(2) City Council - Regular Meeting - May 4, 2015 8:00 PM

5. Public Comment (8:10 p.m. – 8:20 p.m.)

6. Presentations (8:20 p.m. – 8:40 p.m.)

(1) Cyclocross Check Presentation to Special Olympics (5 minutes)

(2) Public Comment Follow Up (5 minutes)

(3) FY-2014 Audit Update and CohnReznik Presentation for FY13 Close Out (10 minutes)

7. Consent Items (8:40 p.m. – 8:45 p.m.)

(1) **152-11-15 Grant from Target Corporation: Operation Santa with a Badge** I move that the Mayor & Council accept and appropriate into the FY2016 budget a grant from Target Corporation in the amount of \$2,000 to support the Operation Santa with a Badge program. – **At the Request of the City Administrator**

(2) **153-11-15 Purchase of Community Services Vehicle** I move that the Mayor & Council approve the purchase of a van, utilizing the state bid contract from Apple Ford in Columbia, MD, and a roof-rack and side-ladder from Aluminess Products, Inc., in an amount not to exceed \$28,935. – **At the Request of the City Administrator**

- (3) **154-11-15 Chesapeake Bay Trust Grant** I move that the Mayor & Council approve the use of the Chesapeake Bay Trust Grant for the design and installation of storm water mitigation and conservation landscaping installation at Melrose Trail. Not to exceed \$20,431.00 – **At the Request of the City Administrator**
- (4) **155-11-15 Sonny Frazier Toy Drive** I move that the Mayor & Council authorize a donation to the Sonny Frazier Toy Drive which benefits children and youth of Hyattsville. The donation will have two parts: (1) The City will donate \$500 directly to the Sonny Frazier Toy Drive, (2) In addition, the City will provide a matching grant and will match, dollar for dollar to a maximum of \$1,000, funds raised at the 4th annual Hyattsville Heroes Bowl, scheduled for November 14, 2015 at Magruder Park at 3:00 p.m. – **At the Request of the City Administrator**
- (5) **156-11-15 Proclamation in Celebration of Municipal Government Works Month** I move that the Mayor & Council adopt the following proclamation of celebration for November 2015 as Municipal Government Works Month. – **At the Request of the City Administrator**
- (6) **157-11-15 Proclamation in Celebration of Native American Heritage Month** I move that the Mayor & Council adopt the following proclamation in celebration of Native American Heritage Month, November 2015. – **At the Request of the City Administrator**
- (7) **158-11-15 Commercial Facade Improvement Awards** I move the Mayor and Council accept and approve the recommendations of the Commercial Façade Review Panel and authorize the Acting City Administrator to execute grant agreements, upon review for legal sufficiency and approval by the City Attorney, for the following commercial properties:
- 5902 43rd Avenue: Award of \$15,762
 - 4824 Rhode Island Avenue: Award of \$15,025
 - 5130 Baltimore Avenue: \$5,000
 - 5132 Baltimore Avenue: \$7,500
- **At the Request of the City Administrator**
- (8) **159-11-15 Appointments to Residential Parking Zone Committee** I move that the Mayor & Council appoint Andrew Bishop (Ward 4) and Chris Slezak (Ward 3) to the City's Ad Hoc Residential Parking Zone Committee for a term to expire 120 days after the first meeting of the committee. – **Haba, Wright**
- (9) **161-11-15 Adjustment to FY 2016 GF & CIP Appropriations for Police** I move that the Mayor & Council adjust the 2016 General Fund and Capital budget appropriations in the Police department by moving an amount not to exceed \$22,963 out of Fund 01-202-001-5328 Maintenance Contracts Records and Communications to other Fund 70-202-001-5664 Capital Outlay Computer Hardware account, for the Motorola Premier-One Computer Aided Dispatch/Records Management System (CAD/RMS). – **At the Request of the City Administrator**

- (10) **160-11-15 Appointments to Hyattsville Police and Public Safety Citizens Advisory Committee** I move that the Mayor & Council appoint Gwen Kesler (Ward 2), Laura Usher (Ward 2), Patricia Stamper (Ward 5), and Emily Strab (Ward 2) to the City's Police and Public Safety Citizens Advisory Committee for a term of two (2) years, expiring on December 31, 2017. – **Warner, Solomon**

8. Action Items (8:45 p.m. – 8:55 p.m.)

- (1) **162-11-15 Hyattsville Health, Wellness, and Recreation Advisory Committee** I move that the Mayor and Council establish the Hyattsville Health, Wellness, and Recreation Advisory Committee (HWRAC) as defined in the HWRAC Committee Worksheet. – **Solomon**

9. Discussion Items (8:55 p.m. – 10:15 p.m.)

At the Request of the City Administrator

- (1) Medical Cannabis Dispensary Applicant (30 minutes)
- (2) Review of City Sidewalk Policy (20 minutes)
- (3) Revisions to Chapters 114, 105 & 68 (10 minutes)
- (4) Magruder Park Courtyard (10 minutes)

At the Request of the Mayor Hollingsworth

- (1) Overview of Process for Upcoming Agenda Items (10 minutes)

10. Council Dialogue (10:15 p.m. – 10:25 p.m.)

11. Community Notices and Meetings

- (1) Main City Calendar: October 20 - November 2, 2015

12. Motion to Adjourn



CALL TO ORDER AND COUNCIL ROLL CALL:

Mayor Tartaro called the meeting to order at 7:32 p.m.

Attendee Name	Title	Status	Arrived/Departed
Marc Tartaro	Mayor	Present	
Candace Hollingsworth	Council President	Present	
Paula J. Perry	Council Vice President	Present	
Bart Lawrence	Councilmember, Ward 1	Present	
Shani Warner	Councilmember, Ward 2	Present	
Robert S. Croslin	Councilmember, Ward 2	Present	
Timothy P. Hunt	Councilmember, Ward 3	Excused	8:32 PM
Patrick A. Paschall	Councilmember, Ward 3	Present	
Edouard Haba	Councilmember, Ward 4	Present	
Clayton R. Williams	Councilmember, Ward 5	Late	7:52 PM
Joseph Solomon	Councilmember, Ward 5	Present	

Also present were the following staff members:

- City Administrator Tracey E. Nicholson
- Assistant City Administrator & Director of Community and Economic Development Jim Chandler
- City Treasurer Ron Brooks
- Director of Human Resources Vivian Snellman
- City Attorney Richard Colaresi,
- City Clerk Laura Reams

MOTION TO CLOSE:

1. Motion to Close

44-04-15 I move that the Mayor and Council close the Council Meeting of April 20, 2015 in order to discuss contract negotiations with the City Attorney.

Pursuant to the requirement of the Annotated Code of Maryland State Government Article 3-104(1)(2); this statement is included in these minutes:

A closed session of the Council of the City of Hyattsville was held at 7:36 p.m. on Monday, April 20, 2015, in the City of Hyattsville Municipal Building, Third Floor Council Chambers.

In addition to the City Council, the following staff members were present: **City Administrator Tracey E. Nicholson, Assistant City Administrator Jim Chandler, City Treasurer Ron Brooks, City Attorney Richard Colaresi and City Clerk Laura Reams.**

The authority under which the session was closed was the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b)(1) – To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of the appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.

Topics Discussed: City Attorney Colaresi and Assistant City Administrator Chandler provided the Council with a briefing of the contract negotiations with Pyramid Atlantic and ongoing discussions with the State Revenue Authority pertaining to the construction of a parking facility.



Action Taken: None.

The Council returned to open session on a motion made by Council Vice President Perry, seconded by Councilmember Warner and approved unanimously by the Body at 8:18 p.m.

NOTE FOR THE RECORD: Councilmember Williams joined the Closed Session at 7:52 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Paula J. Perry, Council Vice President
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Hunt, Paschall, Haba, Solomon
ABSENT:	Williams

APPROVAL OF AGENDA:

1. Motion to Approve the Agenda of April 20, 2015.

The agenda was amended in order to move Motion # 45-04-15 (Surplus of Vehicles) from the consent agenda to the action agenda.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Paula J. Perry, Council Vice President
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Hunt, Paschall, Haba, Williams, Solomon

APPROVAL OF MINUTES:

1. Motion to approve the following Council Public Meeting Minutes:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Paula J. Perry, Council Vice President
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Hunt, Paschall, Haba, Williams, Solomon

2. Public Hearing of December 15, 2014
3. Public Hearing of January 5, 2015, Traffic Calming Device(S), Oliver Street
4. Public Hearing of January 5, 2015, Hyattsville Charter Amendment 2015-01
5. Public Hearing of January 28, 2015
6. Public Hearing of April 1, 2015

PUBLIC COMMENT:

Minutes Acceptance: Minutes of Apr 20, 2015 7:30 PM (Approval of Minutes)



Ms. Nina Faye, a Ward 3 resident, addressed the Mayor and Council to thank Councilmember Tim Hunt for his service to the community.

Mr. David Marshall, a Ward 2 resident, addressed the Mayor and Council with a question regarding the proposed movement of funds from the Human Resources FY16 budget. Mr. Marshall asked if the move would impact employees. Mayor Tartaro responded that it would not impact employees.

PRESENTATIONS:

1. FY-2013 Audit

City Treasurer Brooks provided a status update on the FY13 audit.

2. Pyramid Atlantic Art Center

Mr. Jose Dominguez, Executive Director of Pyramid Atlantic Art Center provided an introduction and background to Pyramid Atlantic to the Mayor, Council and residents. Mr. Dominguez detailed the available programs and the mission/philosophy of the organization. There were no questions from the Mayor and Council.

CONSENT ITEMS:

1. Hyattsville Environmental Committee Appointments

45-04-15 I move that the Mayor and Council appoint the following Hyattsville residents to serve as members of the Hyattsville Environment Committee for a two-year term expiring on December 31, 2016: Jim Groves – Ward 2, Reappointment, Rebecca Schaaf – Ward 2, Reappointment, Elizabeth Arnold – Ward 2, Reappointment, Alan Mattlage – Ward 2, Reappointment, Marcus Shappirio – Ward 3, Reappointment.

NOTE FOR THE RECORD: Councilmember Hunt left the meeting at 8:32 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Paula Perry, Council Vice President
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Paschall, Haba, Williams, Solomon
EXCUSED:	Hunt

ACTION ITEMS:

1. Surplus of DPW Vehicles

45-04-15 Surplus of DPW Vehicles I move that the Mayor & Council authorize the surplus of the following vehicles: (1) 1993 International 7400 VIN# 1HTSCAAR1SH656802, (2) 1991 international 7400 VIN# 1HTSDNUR1MH371570.

Councilmember Haba requested clarification on the model years of the proposed surplus vehicles, noting a discrepancy in years detailed in the meeting packet. It was stated that year, model and make of the vehicles would be verified administratively and the record would show the corrected model, year and VIN# as follows:

- 1) 1995 International 4700 VIN # 1HTSCAAR1SH656802
- 2) 1991 International 4900 VIN # 1HTSDNUR1MH371570



RESULT:	APPROVED [UNANIMOUS]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Edouard Haba, Councilmember, Ward 4
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Paschall, Haba, Williams, Solomon
EXCUSED:	Hunt

DISCUSSION ITEMS:

1. FY-2015 Budget Amendment #1

City Treasurer Brooks provided a summary of the requested budget amendment, stating that the request was related to the City's Cable Franchise Agreement between Hyattsville and Verizon Incorporated. Mr. Brooks explained that the agreement provided for revenues generated by a Public, Education & Government (PEG) Fee and provided clarification on the allowable use of the funds, stating that the funds could be used to cover cost pertaining to cable television studio facilities, capital equipment and other related costs. He noted that the City had approximately \$301K in unaudited PEG funds available.

2. FY-2015 Budget Amendments #2 and #3

City Treasurer Brooks summarized the request for budget amendments 2 and 3, stating that the funds were moving line items relating to (1) Other Post-Employment Benefits, (2) funds expended for the purpose of completing the FY13 and FY14 audit and (3) the movement of funds to cover expenses related to a tree services contract and a capital building outlay for the repair of the mansard roof at 4310 Gallatin Street. Mr. Brooks responded to questions of clarification from the Council. There was a discussion regarding the OPEB funds and the reason for moving the appropriations from that line item. Councilmember Paschall stated that he was unclear on the OPEB amendment and asked for additional clarification prior to a vote on the item. City Treasurer Brooks stated that he would work with the City Auditors to provide the requested information.

3. County Bill: CB-33-2015 & CB-33A-2015

Assistant City Administrator Chandler provided background information on the proposed County bills. There was a brief discussion regarding the technical language of the bill and modifications that were recommended by staff.

Mayor Tartaro welcomed County Councilmember Deni Taveras who wished to address the Council on the proposed zoning legislation and answer any questions. County Councilmember Taveras provided background information on the intent of the bill.

Councilmember Solomon thanked County Councilmember Taveras and asked Mr. Chandler what type of impact he thought the proposed legislation would have on the parking issued experience in the City, particularly in the University Hills area. Assistant City Administrator Chandler described the process of how a property became zoned for subdivision and potential impact of subdivision on the availability of on street parking. He said that he did not think the demand of on street parking would be diminished significantly by the legislation and suggested that proposed solutions to address parking issues in the City may need to be made through means other than zoning.

Councilmember Haba thanked County Councilmember Taveras and stated that the proposed legislation could give the City a stronger voice and input into the zoning process. Councilmember Haba asked Assistant City Administrator Chandler to describe the zoning process between the Planning Board and the District Council currently. Mr. Chandler responded that cases were routed through the Planning Board first and then, if called for a review, it was routed to the District Council for final approval. There was a discussion regarding the



current powers of the District Council in the zoning process and if the proposed enabling legislation granted additional powers.

County Councilmember Taveras said that it was her understanding that the subdivision up to 3 units use was originally allowed to encourage artists to live in the City, however over time, subdivision was increasingly used as a way for investors to maximize profits in the property. County Councilmember Taveras said that there was a concern that the character of neighborhoods was changing because of the current allowable use. She stated that she was open to feedback on the bill and noted that the County was currently in the process of a zoning re-wright.

Council Vice President Perry said that she was in favor of the proposed legislation but she did not think it went far enough, stating that she was concerned with enforcement. Councilmember Williams also stated that he was concerned that the legislation was excessive and not likely to address the root problem. He also stated that he would like to see data on the numbers of special permits for sub division request, approved and the current numbers of sub divided properties. Assistant City Administrator Chandler said that approximately 3-4 special permits had been issued in the last 2 years. City Attorney Colaresi provided legal advice to the Council regarding the possible impact of supporting the proposed legislation on pending litigation.

5. Long Term Planning for City Facilities

Councilmember Solomon provided a summary of the proposed motion to approve the renovation of 3505 Hamilton Street for the purpose of relocating the Hyattsville Police Department to this facility, and to authorize staff to develop and issue an RFQ solicitation for development services. Councilmember Warner said that she felt that there was widespread support in the Council and from residents for the motion. She inquired about the proposed timeline for the project and staff capacity taking into account the other large projects ongoing, specifically asking if a relocation date of 2018 was feasible. Director of Public Works Riddle said that while the project timeline was aggressive she felt it was possible and noted that the City was in the process of hiring a project coordinator. Assistant City Administrator Chandler concurred with Director Riddle that the project timeline was developed to work in coordination with the various other City infrastructure projects.

Councilmember Lawrence provided a summary of the proposed recommendation for the City to proceed with the development of an RFQ for the purposes of soliciting proposals for redevelopment of the City Municipal Building located at 4310 Gallatin Street. There was a brief discussion regarding where the administrative staff could be located after the relocation of the Police Department to 3505 Hamilton Street. Mayor Tartaro requested to see formalized project schedules for each project in the form of a Gantt chart.

COUNCIL DIALOGUE:

There was a brief discussion regarding the proposed Prince George's County budget.

MOTION TO ADJOURN:

1. Motion to Adjourn the Council Meeting of April 20, 2015.

The meeting adjourned at 10:02 p.m.



RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paula J. Perry, Council Vice President
SECONDER:	Shani Warner, Councilmember, Ward 2
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Paschall, Haba, Williams, Solomon
EXCUSED:	Hunt



CALL TO ORDER AND COUNCIL ROLL CALL:

Mayor Tartaro called the meeting to order at 8:05 p.m.

Attendee Name	Title	Status	Arrived/Departed
Marc Tartaro	Mayor	Present	
Candace Hollingsworth	Council President	Present	
Paula J. Perry	Council Vice President	Present	
Bart Lawrence	Councilmember, Ward 1	Present	
Shani Warner	Councilmember, Ward 2	Present	
Robert S. Croslin	Councilmember, Ward 2	Present	
Timothy P. Hunt	Councilmember, Ward 3	Excused	9:05 PM
Patrick A. Paschall	Councilmember, Ward 3	Present	
Edouard Haba	Councilmember, Ward 4	Present	
Clayton R. Williams	Councilmember, Ward 5	Present	
Joseph Solomon	Councilmember, Ward 5	Present	

Also present were the following staff members:

- City Administrator Tracey E. Nicholson
- City Treasurer Ron Brooks
- Police Chief Douglas Holland
- Director of Human Resources Vivian Snellman
- City Attorney Richard Colaresi
- City Clerk Laura Reams

MOMENT OF SILENCE:

There was a moment of silence held in honor of the passing of Ms. Gloria Cleopatra Yearwood.

PUBLIC COMMENT:

The Council allowed a resident to make public comment prior to the Council going into closed session.

Ms. Cheryl Martin, a Ward 5 resident, addressed the Mayor and Council regarding her desire for speed humps on 37th Place.

MOTION TO CLOSE:

1. Motion to Close

48-05-15 I move that the Mayor and Council close the Council Meeting of May 4, 2015 in order to discuss contract negotiations with the City Attorney. – **Tartaro**

Pursuant to the requirement of the Annotated Code of Maryland State Government Article 3-104(1)(2); this statement is included in these minutes:

A closed session of the Council of the City of Hyattsville was held at 8:10 p.m., Monday, May 4, 2015 in the City of Hyattsville Municipal Building, Third Floor Council Chambers.

In addition to the City Council, the following staff were present: **City Attorney Richard Colaresi, City Administrator Tracey Nicholson, Assistant City Administrator Jim Chandler, City Treasurer Ron Brooks and City Clerk Laura Reams.**



The authority under which the session was closed was the Annotated Code of Maryland State Government General Provisions Article Sections §3–305(b)(7) consult with counsel to obtain legal advice; and §3–305(b)(14) discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

Topics Discussed: City Attorney Colaresi provided updates on contract negotiations with Pyramid Atlantic for the use of the Arcade building.

Action Taken: None taken.

The closed session ended at 8:17 p.m.

The Council returned to open session on a motion made by Council President Candace Hollingsworth, seconded by Council Vice President Paula J. Perry and approved unanimously by the Body at 8:18 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Paula J. Perry, Council Vice President
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Hunt, Paschall, Haba, Williams, Solomon

APPROVAL OF AGENDA:

1. Motion to Approve the Agenda for the Council Meeting of May 4, 2015

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Paula J. Perry, Council Vice President
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Hunt, Paschall, Haba, Williams, Solomon

PUBLIC COMMENT:

Mr. David Marshall, a Ward 2 resident, addressed the Mayor and Council regarding the agenda and the motion to send a letter in support of the county bills discussed in the previous meeting. He said that he was concerned that the legislation could give the County unnecessary power. Mr. Marshall also thanked the Councilmembers for their service, noting in particular, retiring Mayor Tartaro and Councilmember Hunt. He suggested that those who serve their full term should be able to keep their electronic devices. Mr. Marshall also spoke about the candidate's forum and said that it was nice that the candidates had a chance to express themselves. Finally Mr. Marshall encouraged residents to vote.

PRESENTATIONS:

1. FY-2013 Audit

City Treasurer Brooks provided the Mayor and Council with an update on the progress of the FY13 audit. He stated that a couple expenditures were posted in FY12 that should have gone into FY13, noting that to resolve



this problem, the City would complete a few restatements. Mr. Brooks said that he anticipated that the FY13 audit would be done by the end of May 2015 and the FY14 audit will be done by the end of the calendar year.

2. Children's Mental Health Awareness Week

City Administrator Tracey Nicholson introduced the Children's Mental Health Awareness Week presentation. A group of teachers from local elementary schools thanked the City for continued support and presented a gratitude quilt to Mayor Tartaro. It was stated that the quilt would be displayed on the first floor of the Municipal building. Council President Hollingsworth read the proclamation in honor of Children's Mental Health Awareness Week.

3. Unified Relay Across America

Police Chief Holland provided a brief presentation on the Special Olympics Unified Relay Across America, noting that the event would be held from May 26 to July 10. He provided logistical details on the event and encouraged participation.

CONSENT ITEMS:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Paula J. Perry, Council Vice President
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Hunt, Paschall, Haba, Williams, Solomon

1. **Motion # 49-05-15 Proclamation in Recognition of 2015 Children's Mental Health Awareness Week** I move that the Mayor & Council adopt the following proclamation in honor of Children's Mental Health Awareness Week, May 3 - 9, 2015.
2. **Motion # 50-05-15 Hyattsville Education Advisory Committee Appointment** I move that the Mayor and Council appoint the following Hyattsville resident to serve as a member of the Hyattsville Education Advisory Committee for a two-year term expiring on December 31, 2016: Cynthia Totten - Ward 4, New Appointment.
3. **Motion # 51-05-15 Hyattsville Environmental Committee Appointments** I move that the Mayor and Council appoint the following Hyattsville residents to serve as members of the Hyattsville Environmental Committee for a two-year term expiring on December 31, 2016: Janet Nackoney - Ward 2, New Appointment, Julie Wolf- Ward 2, New Appointment.
4. **Motion # 52-05-15 Community Legacy Grant Award: Accept and Appropriate** I move that the Mayor & Council accept and appropriate a \$50,000 Community Legacy grant awarded by the Maryland Department of Housing and Community Development and authorize the City Administrator to execute the agreement, upon the review for legal sufficiency by the City Attorney.
5. **Motion # 61-05-15 Proclamation in Recognition of 2015 Municipal Clerks Week** I move that the Mayor & Council adopt the following proclamation in honor of Municipal Clerks Week, May 3 - 9, 2015.

ACTION ITEMS:



1. **Motion # 53-05-15 Pyramid Atlantic Arts Center** I move that the Mayor & Council authorize the City Administrator to execute the alternate agreements with Pyramid Atlantic Arts Center for the development, 25-year lease and option to purchase the Arcade @ 4318 Gallatin Street, upon the review by the City Attorney.

Assistant City Administrator Chandler provided background information on the proposal for the redevelopment and long term lease of the Arcade building with Pyramid Atlantic. Mayor Tartaro introduced the Executive Director of Pyramid Atlantic, Mr. Jose Dominguez. Mr. Dominguez thanked the Council, the City of Hyattsville staff, and State legislators Paul Pinsky and Twanna Gaines who were pivotal in getting the project executed. Mr. Dominguez also introduced staff members from Pyramid Atlantic to the Mayor, Council and residents.

Senator Paul Pinsky addressed the Mayor and Council to provide the backstory of collaboration, opportunity, and communication between private industry, the State, and the City that had allowed the deal to come to fruition. Senator Pinsky said he hoped that the addition of Pyramid Atlantic to Hyattsville would expand the vision of making the City an arts center and a central attraction to the County and the region.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Paula J. Perry, Council Vice President
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Hunt, Paschall, Haba, Williams, Solomon

2. **Motion # 60-05-15 County Council Legislative Proposal** I move that the Council authorize the Mayor to send correspondence to the Prince George's County Planning, Zoning and Economic Development Committee in support of CB-14-2015 and CB-15-2015.

Mayor Tartaro asked the Council how they would like to proceed in the discussion of the proposed County legislation for CB-14-2015 and CB-15-2015. Assistant City Administrator Chandler provided a summary of the discussion from the previous Council Meeting. It was stated that the intent of the bill was to limit the conversion of single family homes into three separate homes. City Attorney Richard Colaresi summarized the legal considerations. Councilmember Paschall said that in reviewing the City's suggested amendments to the legislation, it appeared that the concerns previously raised by the Councilmembers were included. He cited the portion that stated that the County Council was only authorized to change the "table of uses" if the affected municipalities also approved the change. Mayor Tartaro asked what would happen if not all of the municipalities supported the removal of an item from the "table of uses". City Attorney Colaresi responded that this was broad legislation and any amendment should require concurrence of all of the affected municipalities. Councilmember Paschall agreed with City Attorney Colaresi and said that the motion before the Council was to support the legislation, provided that the amendments included in the Council packet were included.

There was a lengthy conversation about the proposed legislation. Council Vice President Perry said that she was not in favor of the enabling portion of the legislation. She said that the legislation would not improve problems related to the lack of residential parking in the City. Councilmember Hunt said that he thought there were two (2) separate issues in front of the Council and that they should be addressed separately. He added that he still had many questions about the language of the legislation and asked why a vote needed to be taken on the item that evening. City Administrator Nicholson responded that she thought the County Council was going to vote on this tomorrow, necessitating a vote during the Council meeting in order for the Council to submit a statement on the record to the County. Mayor Tartaro added that it was important for the City to go on record. Councilmember Hunt said that he had to leave the meeting earlier and apologized for his early departure.



NOTE FOR THE RECORD: Councilmember Hunt left the meeting at 9:05 p.m.

Mayor Tartaro stated he supported splitting the two legislative items (CB-14-2015 and CB-15-2015) into two motions and asked Mr. Chandler how many requests for subdivision into three residences had happened in the City. Assistant City Administrator Chandler responded that there had been three requests over the last four years. Councilmember Lawrence said he was not in support of the enabling legislation piece and was ok with splitting the two issues. There was a discussion on the language in the legislation and the proposed motion.

Council President Hollingsworth moved that the Council divide the City's comments on each piece of legislation into a separate motion. Councilmember Lawrence seconded the motion. The motion to divide the two issues into separate motions passed with Council Vice President Perry abstaining. Mayor Tartaro proposed that in regard to CB-15-2015 the Council simply state that the City supported that legislation and then he opened the floor for debate.

There was a lengthy discussion regarding the language, intent and possible ramifications of both pieces of proposed legislation. During the course of the discussion **Councilmember Warner moved to substitute the original motion on CB-14-2015 to convey the concerns, as discussed by the Council, in regard to proposed bill CB-14-2015. Council President Hollingsworth seconded the motion.** Councilmember Warner said that the exact wording of the letter could be delegated to staff. **The motion to substitute passed unanimously.** Then the Council proceeded to vote on the substitute motion.

RESULT:	APPROVED AS AMENDED [8 TO 2]
MOVER:	Shani Warner, Councilmember, Ward 2
SECONDER:	Candace Hollingsworth, Council President
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Paschall, Solomon, Williams
ABSTAIN:	Haba
EXCUSED:	Hunt

The Council then moved on to the proposed new motion regarding CB-15-2015. It was assigned Motion # 62-05-15. Mayor Tartaro asked if they could extract out language on this from the staff memo. There was a brief discussion regarding the language of the letter.

RESULT:	APPROVED AS AMENDED [8 TO 2]
MOVER:	Marc Tartaro, Mayor
SECONDER:	Edouard Haba, Councilmember, Ward 4
AYES:	Tartaro, Hollingsworth, Lawrence, Warner, Croslin, Paschall, Haba, Solomon
NAYS:	Perry, Williams
EXCUSED:	Hunt

- Motion # 54-05-15 Authority to Proceed on Moving HPD to 3505 Hamilton Street** I move that the Mayor & Council accept the recommendation of staff and approve the renovation of 3505 Hamilton Street for the purpose of relocating the Hyattsville Police Department to this facility, and further authorize the City Administrator to develop and issue a design/build solicitation for procurement of development services.

There was no discussion on this item.



RESULT:	APPROVED [UNANIMOUS]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Paula J. Perry, Council Vice President
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Paschall, Haba, Williams, Solomon
EXCUSED:	Hunt

3. **Motion # 55-05-15 Issuance of Solicitation for 4310 Gallatin Street Redevelopment** I move that the Mayor and Council authorize the City Administrator to proceed with the development and issuance of a Request for Qualifications/Information (RFQ/I) for the purpose of soliciting proposals for the redevelopment of 4310 Gallatin Street.

There was no discussion on this item.

RESULT:	APPROVED [9 TO 0]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Shani Warner, Councilmember, Ward 2
AYES:	Tartaro, Hollingsworth, Lawrence, Warner, Croslin, Paschall, Haba, Williams, Solomon
ABSTAIN:	Perry
EXCUSED:	Hunt

4. **Motion # 56-05-15 Authority to Evaluate Options for Relocation of City Administrative Offices** I move that the Mayor & Council authorize the City Administrator to proceed with exploring options for the relocation of City Administrative offices, which may include the long-term lease, joint development, joint tenancy, or purchase of facilities. Consideration should also be given for suitable and accessible space for public meetings, including meetings of the full Council.

There was no discussion on this item.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Candace Hollingsworth, Council President
SECONDER:	Shani Warner, Councilmember, Ward 2
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Paschall, Haba, Williams, Solomon
EXCUSED:	Hunt

6. **Motion # 57-05-15 Budget Amendment #1** I move that the Mayor & Council amend the 2015 revenue estimate in account 71-185-047-4181 Cable TV PEG fee to \$15,100 and amend the 2015 budget appropriations to \$15,100 in account 71-185-047-5660 Capital Outlay-Cable TV Equipment of Fund 71 Capital Projects to cover the costs of various equipment and supplies. The increase in appropriations is supported by the increase in estimated revenues noted above.

There was no discussion on this item.



RESULT: APPROVED [UNANIMOUS]
MOVER: Candace Hollingsworth, Council President
SECONDER: Paula J. Perry, Council Vice President
AYES: Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Paschall, Haba, Williams, Solomon
EXCUSED: Hunt

7. **Motion # 58-05-15 Budget Amendment #2** I move that the Mayor and Council amend the 2015 budget appropriations in the department of Human Resources by reducing account 01-160-190-5210 by \$115,000 and move \$79,000 of that amount to account 01-140-001-5352 Professional Services - Auditor, and the remaining \$36,000 to account 01-140-001-5399 Contracted Services. \$115,000 will be re-appropriated from the department of Human Resources to the Treasurer's office to cover audit costs for FY-2013 and FY-2014.

Councilmember Paschall stated that since the last Council meeting, he had spoken to the City Treasurer and had been provided with clarification on outstanding questions. He stated that he was still concerned with the status of the City's general fund balance and how the fund balance was handled on an annual basis.

RESULT: APPROVED [UNANIMOUS]
MOVER: Candace Hollingsworth, Council President
SECONDER: Paula J. Perry, Council Vice President
AYES: Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Paschall, Haba, Williams, Solomon
EXCUSED: Hunt

8. **Motion # 59-05-15 Budget Amendment #3** I move that the Mayor and Council amend the 2015 budget appropriations in the department of Human Resources by reducing account 01-160-190-5210 by \$189,800 and move \$100,000 of that amount to account 01-601-001-5399 Other Contracted Services Parks General Operations, \$25,000 to account 01-601-430-5399 Contracted Services Parks Urban Forestry and the remaining \$64,800 to account 71-381-900-5610 Capital Outlay Municipal Building for a total of \$189,800 to be re-appropriated from the department of Human Services to the Department of Public Works to cover the costs for expenditures in Park Operations, Urban Forestry and anticipated major repairs of the municipal building.

There was no discussion on this item.

RESULT: APPROVED [UNANIMOUS]
MOVER: Candace Hollingsworth, Council President
SECONDER: Paula J. Perry, Council Vice President
AYES: Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Paschall, Haba, Williams, Solomon
EXCUSED: Hunt

DISCUSSION ITEMS:

1. Hyatt Park Community Garden Association MOU

City Administrator Nicholson provided background information on the existing Memorandum of Understanding (MOU) for the Hyatt Park Community Garden. She noted that staff was in support of a renewal



of the contract. Councilmember Warner stated that she supported the original motion and was thrilled that the garden flourished. Councilmember Williams thanked Councilmember Warner for her efforts in this regard.

COUNCIL DIALOGUE:

Mayor Tartaro moved that the City utilize funds from the Mayor's budget to sponsor a City team for the Unified Relay Across America. Councilmember Perry seconded the motion. The motion was assigned # 63-05-15. Councilmember Paschall asked if the Council was required to approve this or if the funds could be dispersed administratively. Mayor Tartaro responded that it could be done administratively, but that he thought a formal motion would be nice. The motion passed; unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Marc Tartaro, Mayor
SECONDER:	Paula J. Perry, Council Vice President
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Paschall, Haba, Williams, Solomon
EXCUSED:	Hunt

Councilmember Solomon thanked the Council for moving forward on 3505 Hamilton and the news about the Arcade building. Several Councilmembers thanked staff for their work on the long term facility planning. Councilmember Warner added that Pyramid Atlantic is going to be an incredible community resource. Councilmember Haba thanked the city staff and members of Prince George's County Community College for the Citizenship Celebration event.

MOTION TO ADJOURN:

1. Motion to Adjourn the Council Meeting of May 4, 2015

The meeting adjourned at 9:51 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paula J. Perry, Council Vice President
SECONDER:	Edouard Haba, Councilmember, Ward 4
AYES:	Tartaro, Hollingsworth, Perry, Lawrence, Warner, Croslin, Paschall, Haba, Williams, Solomon
EXCUSED:	Hunt



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 11/2/2015 8:00 PM
Department: Community Services
Prepared by: Jake Rollow
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1320)

6.1

Presentations: Cyclocross Check Presentation to Special Olympics

SUBJECT: Cyclocross Check Presentation to Special Olympics

SECTION: Presentations

BACKGROUND:

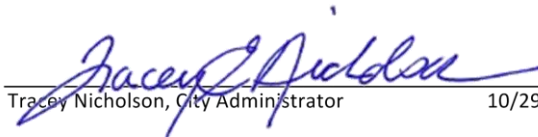
Cyclocross, with support from the City of Hyattsville, raises money for Prince George's County Special Olympics. Representatives from Arrow Bicycle and Route 1 Velo will present a check to one or more of the Special Olympics athletes.

NEXT STEPS:

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

Goal: Goal 5 – Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community


Tracey Nicholson, City Administrator 10/29/2015



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 11/2/2015 8:00 PM

Department: Clerk's Office

Prepared by: Laura Reams

Sponsors: At the Request of the City Administrator

DOC ID: (ID # 1323)

6.2

Presentations: Public Comment Follow Up

SUBJECT: Public Comment Follow Up

SECTION: Presentations

BACKGROUND:

City Administrator, Tracey Nicholson will address questions/concerns raised during the October 19, 2015 Council Meeting "Public Comment" session:

- 1) Bigbelly Smart Waste & Recycling Systems
- 2) SHA MD500 Road Project Task Force Update

NEXT STEPS:

n/a

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS

Goal: Goal 1 – Ensure Transparent and Accessible Governance


Tracey Nicholson, City Administrator 10/29/2015



Presentations: FY-2014 Audit Update and CohnReznick Presentation for FY13 Close Out

SUBJECT: FY-2014 Audit Update and CohnReznick Presentation for FY13 Close Out

SECTION: Presentations

BACKGROUND:

Representatives from CohnReznick will present the Mayor and Council with their findings and recommendations from the FY-2013 audit. The FY-2014 audit is ongoing and expected to be completed in December 2015.

NEXT STEPS:

Continue the push to close-out the FY-2014 audit by December 31, 2015. The auditors are currently conducting reviews of various tracks which include retention documents, personnel files, accounts payables, revenues, expenditures and fixed assets.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

The City Treasurer will continue to work with the CohnReznick and Lindsey & Associates to complete all past due audits.

STRATEGIC GOALS

Goal: Goal 4 – Foster Excellence in all City Operations


Tracey Nicholson, City Administrator 10/29/2015



Consent Items: MOTION #152-11-15 Grant from Target Corporation: Operation Santa with a Badge

SUBJECT: Grant from Target Corporation: Operation Santa with a Badge

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #152-11-15

I move that the Mayor & Council accept and appropriate into the FY2016 budget a grant from Target Corporation in the amount of \$2,000 to support the Operation Santa with a Badge program.

BACKGROUND:

The Operation Santa with a Badge is a community outreach program which was initiated in 2003. The program provides children with limited financial resources a day of holiday shopping with police officers from Hyattsville, the county and state. The shopping is followed by a group lunch.

The program is funded by donations from various groups to include the Mall at Prince Georges, the Laurel Lions Club, Masons, Kiwanis, Hyattsville F.O.P Lodge 119 and other private groups. Target Corporation is a major sponsor of the program. The City was recently notified that the Target Corporation had contributed \$2,000. The donation check has been made to the order of the City of Hyattsville and will be used to purchase 20 gift cards.

NEXT STEPS:

Continue planning for the activity to occur during the month of December

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Sgt. Mike Rudinski serves as the primary coordinator for this activity.

STRATEGIC GOALS

Goal: Goal 3 - Promote a Safe and Vibrant Community

FISCAL IMPACT:

An additional appropriation and expenditure of \$2,000



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 11/2/2015 8:00 PM
Department: Police Department
Prepared by: Douglas Holland
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1313)

7.1

Consent Items: MOTION #152-11-15 Grant from Target Corporation: Operation Santa with a Badge


Tracey Nicholson, City Administrator 10/29/2015



Consent Items: MOTION #153-11-15 Purchase of Community Services Vehicle

SUBJECT: Purchase of Community Services Vehicle

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #153-11-15

I move that the Mayor & Council approve the purchase of a van, utilizing the state bid contract from Apple Ford in Columbia, MD, and a roof-rack and side-ladder from Aluminess Products, Inc., in an amount not to exceed \$28,935.

BACKGROUND:

In FY16, \$65,000 was approved for Capital Improvement vehicular needs of the Community Services department. This cargo van will be multipurpose - used to transport large items (the stage, video camera equipment, generators, etc.) to events hosted throughout the City.

NEXT STEPS:

Purchase the vehicle and install the roof-rack and side-ladder.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Minimal

STRATEGIC GOALS

Goal: Goal 4 - Foster Excellence in All City Operations

FISCAL IMPACT:

\$28,935


Tracey Nicholson, City Administrator 10/29/2015



MEMO TO: Ronald Brooks, Treasurer

FROM: Jake Rollow, Community Services Director

DATE: October 27, 2015

SUBJECT: FY16 Cargo Van Purchase

The FY16 CIP Budget includes funding for the purchase of a van to be used by the Community Services Department. After looking at several makes and models, the Community Services team has chosen the 2016 Ford Transit cargo van with 148" wheelbase and medium (6') roof height. A quote of \$25,676 was provided by the Fleet/Government Sales Manager at Apple Ford in Columbia. This quote includes a substantial discount as the City is eligible for State of Maryland vehicle purchase contract pricing.

As part of the van purchase, the Community Services team has requested the installation of a roof rack/deck & side ladder to be used as a filming platform by Cable Operations. The team identified a supplier for the rack, Aluminess Products, Inc., and received a quote of \$3,259, including shipping. The rack would be installed by the City's Vehicle Maintenance Division. Two other truck/van accessory suppliers were contacted for quotes, but neither Trick Trucks in Lanham nor Intercon Truck and Equipment in Joppa, could provide or manufacture the type of rack required. An extensive search of the internet also did not identify another manufacturer for the roof rack/deck in the United States.

BLANKET PURCHASE ORDER

STATE OF MARYLAND

***** STATE OF MARYLAND *****

BPO NO: 001B5400280

PRINT DATE: 12/16/14

PAGE: 01

SHIP TO:			
AS SPECIFIED ON INDIVIDUAL ORDERS			
VENDOR ID: 1521750403 APPLE FORD 8800 STANFORD BLVD COLUMBIA, MD 21045 (800) 673-2466		REFER QUESTIONS TO: CLYDE WALKER (410) 767-3039 CLYDE.WALKER1@MARYLAND.GOV	
ITB: 001IT819612	EXPR DATE: 12/16/15 POST DATE: 12/12/14	DISCOUNT TERMS: . CONTRACT AMOUNT:	NET 30 DAY .00

TERMS:

ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

STATEWIDE CONTRACT

FOR

LAW ENFORCEMENT VEHICLES - MODEL YEAR 2015

VENDOR : APPLE FORD LINCOLN, INC.

 VENDOR CONTACTS: TOM LEASURE
 TLEASURE@APPLEFORD.COM

VENDOR PHONE : 443-539-1292

TERM OF CONTRACT: 12/15/2014 - 12/16/2015

CONTRACT PERIOD: ONE (1) YEAR FROM DATE OF AWARD OR UNTIL PRODUCTION IS CUT OFF BY THE MANUFACTURER (WHICHEVER COMES FIRST). APPLE FORD LINCOLN, INC. MUST NOTIFY THE STATE OF MARYLAND, DEPARTMENT OF GENERAL SERVICES REGARDING PRODUCTION CUT-OFF DATES AS SOON AS THE DEALERSHIP IS NOTIFIED BY THE MANUFACTURER.

DELIVERY: PRICES ARE TO BE F.O.B. DESTINATION TO ANY POINT WITHIN THE STATE OF MARYLAND.

*** CONTINUED, NEXT PAGE ***

BLANKET PURCHASE ORDER

STATE OF MARYLAND

***** STATE OF MARYLAND *****

BPO NO: 001B5400280

PRINT DATE: 12/16/14

PAGE: 02

TERMS (cont'd):

CONTRACT SUBJECT TO ALL STATE OF MARYLAND FLEET CONDITIONS

AT TIME OF DELIVERY FROM DEALER, EACH VEHICLE SHALL CONTAIN A MINIMUM OF FIVE (5) GALLONS OF GASOLINE.

VEHICLE MUST BE DELIVERED WITH A CERTIFICATE OF ORIGIN.

THERE IS TO BE NO DEALER IDENTIFICATION ATTACHED TO THE NEW VEHICLE.

VENDOR WILL BE REQUIRED UPON DELIVERY TO SUBMIT A CERTIFICATE SHOWING THAT THE VEHICLE WAS SERVICED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDED NEW MOTOR VEHICLE PREPARATION CHECK SHEET. THIS CERTIFICATION IS TO BE SIGNED BY THE PERSON WHO SERVICED THE VEHICLE, AS WELL AS THE OWNER AND/OR DESIGNATED REPRESENTATIVE OF MANAGEMENT.

STANDARD AND/OR EXTENDED WARRANTY PAPERS MUST BE GIVEN AT TIME OF VEHICLE DELIVERY.

ANY REDUCTION OF PRICES DURING THE PERIOD OF THIS CONTRACT SHALL BE PASSED ON TO THE STATE OF MARYLAND.

ALL PRODUCTS USED IN PACKING TO CUSHION AND PROTECT DURING THE SHIPMENT OF COMMODITIES ARE TO BE MADE OF RECYCLED, RECYCLABLE, AND/OR BIODEGRADABLE MATERIALS.

VENDOR MUST INCLUDE THE 9-DIGIT ZIP CODE OF COMPANY ADDRESS ON ALL INVOICES. FAILURE TO DO SO MAY RESULT IN DELAY OF PAYMENT.

NO TRADE-INS ARE INVOLVED. APPLE FORD LINCOLN, INC. WILL, HOWEVER, BE RESPONSIBLE FOR LICENSE TAG TRANSFERS FROM THE STATE VEHICLE BEING REPLACED TO THE NEW VEHICLE AT THE POINT OF DELIVERY OR MARYLAND TEMPORARY TAGS WHICHEVER IS APPLICABLE.

QUANTITIES ARE ESTIMATES ONLY AND ARE NOT TO BE CONSTRUED AS ANY MINIMUM OR MAXIMUM GUARANTEE.

A USAGE REPORT SHALL BE FURNISHED BY APPLE FORD LINCOLN EVERY NINETY (90) DAYS DETAILING THE PURCHASE OF ALL ITEMS ON THE CONTRACT. THE FORMAT OF SUBMISSION (E.G. EXCEL) SHALL BE AT THE CONTRACTOR'S DISCRETION PROVIDED THAT, AT A MINIMUM, THE REPORT REFLECTS THE CONTRACT NUMBER, CONTRACT ITEM NUMBER, THE DOLLAR VOLUME PURCHASED OF EACH ITEM, AGENCY IDENTIFICATION AND THE CONTRACT TOTAL. ANY EXCEPTION TO THIS MANDATORY REQUIREMENT MAY RESULT IN CANCELLATION OF THE AWARD. FAILURE TO PROVIDE THE REPORT WITH THE MINIMUM REQUIRED INFORMATION MAY ALSO NEGATE ANY CONTRACT EXTENSION CLAUSES.

ELECTRONIC PROCESSING FEE:

*** CONTINUED, NEXT PAGE ***

BLANKET PURCHASE ORDER

STATE OF MARYLAND

***** STATE OF MARYLAND *****

BPO NO: 001B5400280

PRINT DATE: 12/16/14

PAGE: 03

TERMS (cont'd):

1. CONTRACTOR SHALL PAY A PROCESSING FEE TO THE STATE IN THE AMOUNT ONE PERCENT (1%) OF THE TOTAL CONTRACT SALES. THE PROCESSING FEE IS CALCULATED BASED ON ALL SALES TRANSACTED UNDER THE CONTRACT, MINUS ANY RETURNS OR CREDITS. THE PROCESSING FEE SHALL NOT BE CHARGED DIRECTLY TO THE CUSTOMER, E.G., AS A SEPARATE LINE ITEM, FEE OR SURCHARGE, BUT SHALL BE INCLUDED IN THE CONTRACT'S UNIT PRICES.
2. THE PROCESSING FEE SHALL BE SUBMITTED TO THE DEPARTMENT OF GENERAL SERVICES, FISCAL SERVICES DIVISION, 301 W. PRESTON STREET, ROOM 1309, BALTIMORE, MD., 21201, WITHIN TEN (10) CALENDAR DAYS FOLLOWING THE END OF EACH CALENDAR MONTH ALONG WITH A MONTHLY USAGE REPORT DOCUMENTING ALL CONTRACT SALES. AN EXCEL VERSION OF THE MONTHLY USAGE REPORT SHALL ALSO BE SENT VIA E-MAIL TO THE PROCUREMENT OFFICER AT CLYDE.WALKER1@MARYLAND.GOV AS WELL AS TO AWAWU SALAKO VIA E-MAIL AT AWAWU.SALAKO@MARYLAND.GOV
3. FAILURE TO REMIT PROCESSING FEES IN A TIMELY MANNER OR REMITTANCE OF FEES INCONSISTENT WITH THE CONTRACT'S REQUIREMENTS MAY RESULT IN THE STATE EXERCISING ALL RECOURSE AVAILABLE UNDER THE CONTRACT INCLUDING, BUT NOT LIMITED TO, A THIRD PARTY AUDIT OF ALL CONTRACT ACTIVITY. SHOULD AN AUDIT BE REQUIRED BY THE STATE, THE CONTRACTOR SHALL REIMBURSE THE STATE FOR ALL COSTS ASSOCIATED WITH THE AUDIT UP TO \$10,000.00 OR ONE (1%) PERCENT OF THE CONTRACT'S ESTIMATED ANNUAL VALUE, WHICHEVER IS HIGHER.

PURSUANT TO ARTICLE 41, SECTION 18-201 OF THE ANNOTATED CODE OF MARYLAND, EXCEPT AS PROVIDED IN (B) THE FOLLOWING ENTITIES MAY PURCHASE MATERIALS, SUPPLIES, AND EQUIPMENT UNDER THIS CONTRACT:

- (1) A COUNTY OR BALTIMORE CITY;
- (2) A MUNICIPAL CORPORATION;
- (3) A GOVERNMENTAL AGENCY IN THE STATE;

(I) RECEIVES STATE MONEY; AND
 (II) IS EXEMPT FROM TAXATION UNDER SECTION 501(C) (3) OF THE INTERNAL REVENUE CODE:

(5) A PRIVATE ELEMENTARY OR SECONDARY SCHOOL THAT:

(I) EITHER HAS BEEN ISSUED A CERTIFICATE OR APPROVAL FROM THE STATE BOARD OF EDUCATION OR IS ACCREDITED BY THE ASSOCIATION OF INDEPENDENT SCHOOLS; AND

(II) IS EXEMPT FROM TAXATION UNDER SECTION 501 (C) (3) OF THE INTERNAL REVENUE CODE:

*** CONTINUED, NEXT PAGE ***

BLANKET PURCHASE ORDER

STATE OF MARYLAND

***** STATE OF MARYLAND *****

BPO NO: 001B5400280

PRINT DATE: 12/16/14

PAGE: 04

TERMS (cont'd):

OR

(6) A NONPUBLIC INSTITUTION OF HIGHER EDUCATION UNDER SECTION 17-106 OF THE EDUCATION ARTICLE.

A PRIVATE ELEMENTARY OR SECONDARY SCHOOL OR A NONPUBLIC INSTITUTION OF HIGHER EDUCATION MAY NOT PURCHASE RELIGIOUS MATERIALS UNDER THIS CONTRACT.

THE RIGHT TO PURCHASE UNDER THIS SECTION SHALL BE IN ADDITION TO, BUT NOT IN SUBSTITUTION FOR, THE APPLICABLE PURCHASING POWER GRANTED TO ANY OF THE LISTED ENTITIES PURSUANT TO ANY STATUTORY OR CHARTER PROVISION.

ALL PURCHASES UNDER THIS CONTRACT BY ANY SUCH ENTITY WHICH IS NOT A UNIT OR AGENCY OF THE STATE OF MARYLAND FOR WHICH THE STATE OF MARYLAND MAY BE HELD LIABLE IN CONTRACT (1) SHALL NOT CONSTITUTE A PURCHASE OR CONTRACT BETWEEN THE CONTRACTOR AND THAT ENTITY ONLY, (2) SHALL NOT CONSTITUTE A PURCHASE OR CONTRACT OF THE STATE OF MARYLAND, (3) SHALL NOT BE BINDING OR ENFORCEABLE AGAINST THE STATE OF MARYLAND OR ANY OF ITS UNITS OR AGENCIES, AND (4) MAY BE SUBJECT TO OTHER TERMS AND CONDITIONS AGREED TO BY THE CONTRACTOR, AND THE PURCHASER. CONTRACTOR BEARS THE RISK OF DETERMINING WHETHER ANY ENTITY FROM WHICH THE CONTRACTOR RECEIVES AN ORDER UNDER THE CONTRACT IS A UNIT OR AGENCY OF THE STATE OF MARYLAND SUCH THAT THE CONTRACT MAY BE ENFORCED AGAINST THE STATE OF MARYLAND.

THE VENDOR/CONTRACTOR HAS TEN (10) CALENDAR DAYS FROM THE DATE OF THE AWARD TO INITIATE THE PROCESS OF PUTTING THEIR ONLINE ECATALOG OF CONTRACT ITEMS ON THE EMARYLAND MARKETPLACE. FAILURE BY THE VENDOR/CONTRACTOR TO DO SO, INCORPORATING THE TERMS AS LISTED ABOVE AND OTHERWISE COMPLYING WITH THE CONTRACT, WILL BE CAUSE TO REASSESS THE CONTRACT WITH THE VENDOR/CONTRACTOR AND MAY RESULT IN DEFAULT OF THE CONTRACT AND/OR BREACH OF THE CONTRACT, AND COULD RESULT IN TERMINATION OF THE CONTRACT FOR DEFAULT.

ALL COSTS AND EXPENSES OF COMPLYING WITH THIS PROVISION SHALL BE BORNE BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE STATE.

FOR ADDITIONAL INFORMATION CONCERNING EMARYLAND MARKETPLACE, PLEASE CONTACT DEWANA DANIEL AL-MATEEN AT 410-767-4024. E-MAIL AT DEWANA.AL-MATEEN@MARYLAND.GOV

CONTRACT VALUE ESTIMATION: CONTRACT QUANTITY AND VALUE IS ESTIMATED AT \$545,568.00 AND SHOULD NOT BE CONSTRUED AS ANY MINIMUM OR MAXIMUM

*** CONTINUED, NEXT PAGE ***

BLANKET PURCHASE ORDER

STATE OF MARYLAND

***** STATE OF MARYLAND *****

BPO NO: 001B5400280

PRINT DATE: 12/16/14

PAGE: 05

TERMS (cont'd):

GUARANTEE. THE CONTRACT SHALL BE FOR THE ACTUAL NEEDS OF THE AGENCY AND MAY VARY APPRECIABLY FROM THE STATED ESTIMATE(S). RELEASES SHALL BE MADE AS REQUESTED BY THE USING AUTHORITIES ON AN "AS-REQUIRED" BASIS.

CONTRACT ACCEPTANCE: THIS BLANKET PURCHASE ORDER (BPO) ISSUED AS A RESULT OF THE INVITATION TO BID (ITB #001IT819612) AND ANY SUBSEQUENT AMENDMENTS, MODIFICATIONS, OR OPTIONS ISSUED RELEVANT TO THE ITB OR BPO, SHALL COMPLY WITH ALL OF THE TERMS, CONDITIONS, AND SPECIFICATIONS ISSUED WITH THE ITB (#001IT819612) AND ARE INCORPORATED HEREIN AND MADE A PART OF THIS BPO.

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>
0001	07006-400000	EA	23,454.0000

AUTOMOBILE, TYPE 4, STD LAW ENFORCEMENT

VEHICLE, TYPE 4, STANDARD LAW ENFORCEMENT SEDAN, ALL WHEEL DRIVE (AWD) PER THE ATTACHED ST OF MD SPECIFICATIONS.
SPECIFY MAKE AND MODEL NUMBER FOR VEHICLE OFFERED IN THE COMMENT SECTION OF YOUR BID.

LINE # 002 OF THE ITB: 2015 POLICE INTERCEPTOR AWD SEDAN P2M:
\$23,454.00 .

ADDITION FOR DARK CAR FEATURE: \$19.00
ADDITION FOR 4 CYLINDER ECO-BOOST: \$2990.00
ADDITION FOR RADIO NOISE SUPPRESSION PACKAGE: \$93.00
ADDITION FOR WIRING FOR GRILL LIGHTS, SIREN AND LIGHTBAR TO BE
COORDINATED WITH USING AGENCY: SEE CATALOGUE.
ADDITION FOR MSP PAINT: \$2200.00
OPTIONS PRICING IS MSRP -2%.

BLANKET PURCHASE ORDER

STATE OF MARYLAND

***** STATE OF MARYLAND *****

BPO NO: 001B5400280

PRINT DATE: 12/16/14

PAGE: 06

LINE #	STATE ITEM ID	U/M	UNIT COST
0002	07048-09C000	EA	25,496.0000

VEHICLE, TYPE 9P AWD MID-SIZE UTILITY

VEHICLE, TYPE 9P, ALL WHEEL DRIVE MIDSIZE POLICE PURSUIT UTILITY
 VEHICLE PER THE ATTACHED ST OF MD SPECIFICATIONS.
 SPECIFY MAKE AND MODEL NUMBER FOR VEHICLE OFFERED IN THE COMMENT
 SECTION OF YOUR BID.

LINE # 004 OF THE ITB: 2015 POLICE INTERCEPTOR UTILITY K8A:
 \$25,496.00 .

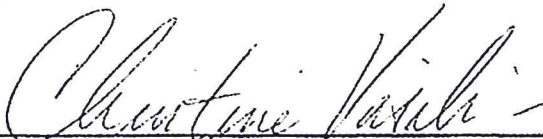
ADDITION FOR DARK CAR FEATURE: \$19.00
 CREDIT FOR SPOTLIGHT DELETE: (\$255.00)
 THIS IS A CREDIT NOT AN ADDITIONAL CHARGE.
 ADDITION FOR CLOTH REAR SEATS/CARPET: \$185.00
 ADDITION FOR MSP PAINT: \$2400.00
 ADDITIONAL WIRING: SEE CATALOGUE.
 ANY ADDITIONAL OPTIONS: PRICING IS MSRP -2%.

 END OF ITEM LIST

***** LAST PAGE *****

WWW.FORDPOLICEINTERCEPTORUPFIT.COM

AUTHORIZED BY:



BUYER AUTHORIZED DESIGNEE

DATE:

12/16/14



Aluminum Winch Bumpers, Tire Racks, Roof Racks and Off Road Accessories
[HOME](#) | [ABOUT US](#) | [CONTACT](#) | [WHAT'S NEW](#) | [OVERSTOCK](#)

Search:

(619) 449-9930

FORD	DODGE	TOYOTA	CHEVY	MERCEDES	NISSAN	MITSUBISHI	ACCESSORIES	ROOF RACKS	THE COMPANY
------	-------	--------	-------	----------	--------	------------	-------------	------------	-------------

Please review your order

Product	Quantity	Price	Total	
Aluminess Roof Racks (Fixed Mount, Touring + \$500, Perforated Aluminum + \$500)	1 Update	\$2,395.00	\$2,395.00	Remove
Ford Transit Side Ladder	1 Update	\$464.00	\$464.00	Remove

Total Price: \$2,859.00

Enter your email address

Estimated shipping
\$ 400.00

Your billing/contact details

First Name *

Last Name *

Address *

City *

Country *

USA ▼
California ▼

Postal Code

Phone *

Shipping Address

Same as billing address: ☐

First Name

Last Name

Address

City



Consent Items: MOTION #154-11-15 Chesapeake Bay Trust Grant

SUBJECT: Chesapeake Bay Trust Grant

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #154-11-15

I move that the Mayor & Council approve the use of the Chesapeake Bay Trust Grant for the design and installation of storm water mitigation and conservation landscaping installation at Melrose Trail. Not to exceed \$20,431.00

BACKGROUND:

In 2014 the area at Melrose Trail was designed and constructed to accommodate and encourage bike and pedestrian access to the Anacostia Tributary Trail System. The proposed project was to complete the landscape design and consists of the installation of a rain garden, meadow plantings, tree installation, and an open seating area. The main objective of the design is to capture storm water and runoff from this 400 square foot green space. Additionally, the design will stabilize the area with native plantings which will increase wildlife habitat while providing an inviting space for citizens and an educational area for students to learn about storm water; its' impact in the environment and ways to remediate pollutants in our waterways.

NEXT STEPS:

Staff will work with a local landscape designer to complete the plan and design specifications. Staff will work with a local contractor to install the seating area and hardscape. Staff will schedule a date this spring to complete the planting phase as a community planting project.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Oversight and management of contractors and oversight and planning of a community planting event.

STRATEGIC GOALS

Goal: Goal 3 - Promote a Safe and Vibrant Community

FISCAL IMPACT:

In-kind match of staff hours and material purchase from the Parks operating budget.



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 11/2/2015 8:00 PM

Department: Public Works

Prepared by: Lesley Riddle

Sponsors: At the Request of the City Administrator

DOC ID: (ID # 1316)

7.3

Consent Items: MOTION #154-11-15 Chesapeake Bay Trust Grant


Tracey Nicholson, City Administrator 10/29/2015



Consent Items: MOTION #155-11-15 Sonny Frazier Toy Drive

SUBJECT: Sonny Frazier Toy Drive

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #155-11-15

I move that the Mayor & Council authorize a donation to the Sonny Frazier Toy Drive which benefits children and youth of Hyattsville. The donation will have two parts: (1) The City will donate \$500 directly to the Sonny Frazier Toy Drive, (2) In addition, the City will provide a matching grant and will match, dollar for dollar to a maximum of \$1,000, funds raised at the 4th annual Hyattsville Heroes Bowl, scheduled for November 14, 2015 at Magruder Park at 3:00 p.m.

BACKGROUND:

NEXT STEPS:

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

Goal: Goal 5 - Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

FISCAL IMPACT:

Up to \$1,500.


Tracey Nicholson, City Administrator 10/29/2015



Starting approximately 23 years ago, my husband, Sonny, would dress as Santa Claus in a beautiful outfit made for him by our friend and neighbor, Kathy Ferris. My two grandsons were Santa's young elves and together we would have a bountiful holiday party a week or so before Christmas. We would invite neighborhood, underprivileged, and disabled children, as well as some relatives or whomever we could think of to share our holiday spirit with us.

When Sonny died in November 2002, Officer Suzie of the Hyattsville Police Department asked if she and her family could help with the Christmas event. My heart was broken and as a result I was ever so grateful to think that someone was interested enough to want to carry on our family tradition.

Then a few years later, I realized I needed to get back in the full swing of Christmas and continue the tradition that Sonny and my family had started. Soon with the help of several extremely dedicated friends, we had become a nonprofit organization, affiliated with the City of Hyattsville. In 2011, we were afforded the awesome opportunity to support the Heroes Bowl, the first annual flag football game played at Magruder Park in the month of November between the Hyattsville Police Department and the Hyattsville Volunteer Fire Department. It was an extremely successful fundraiser, which assisted us in raising enough money to provide Christmas for almost 200 Hyattsville children.

What started as a Mom and Pop party in my home is now held in the Hyattsville City Building on Gallatin Street. One of the elves is now Santa and the other is the DJ/MC. We serve lunch and give 5 presents to every child; we receive the names of deserving children from the police, fire department, City schools, and other City departments. We have games, songs, pictures with Santa, dancing, face painting, crafts, and whatever else we can think of to put a smile on the face of a child.

Now that I have told you about how our Toy Drive got started, I'd like to let you know how it continues to prosper year after year. It is apparent to me that our families, neighbors, local business owners, friends, organizations, public servants, high school students, City staff, and my fantastic committee all deserve my heart-felt thanks. The generosity is just amazing. Voluntary contributions such as theirs exemplify our community's highest values and demonstrate the very best in personal citizenship.

Ruth Ann Frazier

Announcing the Fifth Annual

HYATTSVILLE HEROES BOWL

to benefit 

The Sonny Frazier Toy Drive

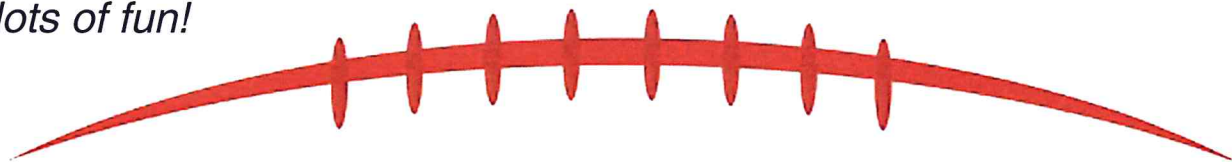


The Hyattsville
Fraternal Order of
Police Lodge #119

take on

The Hyattsville
Volunteer Fire Department
in a flag football game!

*Family-friendly
and lots of fun!*



Saturday, November 14, 2015 at 3:00pm

Where:

Magruder Park
3911 Hamilton St.
Hyattsville, MD 20781

Admission:

Bring a new, unwrapped toy or cash donation. All proceeds benefit children in our community who would not otherwise receive gifts at the holidays.

Please bring your own seating

Need information about the game?

Please contact aa@hvfd.com or
hyattsvillefop@gmail.com

Questions about The Sonny Frazier Toy Drive?

Please contact Ruth Ann Frazier at (301) 779-5428





Consent Items: MOTION #156-11-15 Proclamation in Celebration of Municipal Government Works Month

SUBJECT: Proclamation in Celebration of Municipal Government Works Month

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #156-11-15

I move that the Mayor & Council adopt the following proclamation of celebration for November 2015 as Municipal Government Works Month.

BACKGROUND:

Municipal Government Works Month is November, 2015.

NEXT STEPS:

n/a

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS

Goal: Goal 5 - Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

Action: 5.4 Develop and/or strengthen partnerships with organizations and neighboring comm

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 10/29/2015



Proclamation of Celebration for Municipal Government Works Month November 1 through November 30, 2015

Whereas, Maryland's 156 municipalities celebrate Municipal Government Works month each November; and

Whereas, the City of Hyattsville became an incorporated Maryland municipality in April 1886; and

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

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

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

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

Candace B. Hollingsworth, Mayor

November 2, 2015



Consent Items: MOTION #157-11-15 Proclamation in Celebration of Native American Heritage Month

SUBJECT: Proclamation in Celebration of Native American Heritage Month

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #157-11-15

I move that the Mayor & Council adopt the following proclamation in celebration of Native American Heritage Month, November 2015.

BACKGROUND:

November is designated as Native American Heritage Month.

NEXT STEPS:

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

Goal: Goal 5 - Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 10/29/2015



Proclamation of Celebration for Native American Heritage Month November, 2015

Whereas, American Indian Heritage Month has been advocated for and observed in many communities since the 1910s, and officially established nationally in 1990; and

Whereas, Native Americans have called Maryland home for generations; and

Whereas, the values and spirit celebrated this month are ones that resonate for all Americans of every background and heritage, including respect for the natural world and the flourishing of future generations; and

Therefore, we proclaim November American Indian Heritage Month in Hyattsville, and encourage all residents to remember this part of our rich history.

Candace Hollingsworth, Mayor

November 2, 2015



Consent Items: MOTION #158-11-15 Commercial Facade Improvement Awards

SUBJECT: Commercial Facade Improvement Awards

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #158-11-15

I move the Mayor and Council accept and approve the recommendations of the Commercial Façade Review Panel and authorize the Acting City Administrator to execute grant agreements, upon review for legal sufficiency and approval by the City Attorney, for the following commercial properties:

5902 43rd Avenue: Award of \$15,762

4824 Rhode Island Avenue: Award of \$15,025

5130 Baltimore Avenue: \$5,000

5132 Baltimore Avenue: \$7,500

BACKGROUND:

NEXT STEPS:

Work on each of the façade projects are tentatively scheduled to take place prior to the end of this calendar year. The balance of remaining grant funds will be utilized during the next grant cycle tentatively scheduled for May 2016.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Staff will administer the project funds consistent with the terms and conditions of the program guidelines.

STRATEGIC GOALS

Goal: Goal 2 - Ensure the Long Term Economic Viability of the City

FISCAL IMPACT:



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 11/2/2015 8:00 PM
Department: Community & Econ Dev
Prepared by: Jim Chandler
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1317)

7.7

Consent Items: MOTION #158-11-15 Commercial Facade Improvement Awards

Funding for this program are budgeted and funded through a State of Maryland Community Legacy grant.


Tracey Nicholson, City Administrator 10/29/2015

City of Hyattsville



Memo

To: Mayor and Council
 From: Jim Chandler, Director, Community & Economic Development
 Date: October 14
 Re: Commercial Façade Improvement Program – Grant Awards

The purpose of this memorandum is to provide the Mayor, Council and City Administrator with a briefing of the applicants recommended for commercial façade improvement grant awards for the Summer 2015 grant application cycle.

Program Summary

In June 2012, the City issued its fourth application cycle for the Commercial Façade Improvement Program, which provides Hyattsville business and commercial property owners with competitive 1:1 matching grant awards of up to \$45,000 per building.

The City's funding source is now State of Maryland Community Legacy Grant awards to assist with the cost of labor, materials and design, permitting fees and physical improvements including re-painting, exterior shutters, gutters, windows, siding, doors, masonry, finishes, lighting and signage.

The program requires the applicant to provide three (3) contractor bids and the selected projects will operate under a single contract, signed by the contractor, property/business owner and the City of Hyattsville.

Commercial Façade Improvement Program Application – Summer 2015 Cycle

In June the application and program guidelines were posted to the City website, and printed application packets were available at the City Administration Building. The City received seven inquiries and a total of three applications from local businesses and commercial property owners.

Commercial Façade Review – Application Review & Analysis

The City received a total of four (4) applications submitted by two (2) applicants. On Friday, October 2, 2015 copies of each application and materials were distributed to City Staff consisting of the following individuals:

- Jim Chandler, Director, Community & Economic Development
- Joseph Brewer, Code Inspector III, Community & Economic Development
- Katie Gerbes, Community Planner, Community & Economic Development
- Antony Burton, Community Development Intern, Community & Economic Development

Members were asked to review and evaluate the applications independently prior to meeting as a group. Each member of the Review Panel was asked to evaluate the applications based on the following criteria:

- Completeness of Grant Application
- Intent of work to be performed (Accessibility, code compliance, aesthetics, etc.)
- Private investment leveraged
- Economic revitalization impact (removal of blight, job creation potential)

The evaluations were completed and the follow Commercial Façade Improvement Review Panel evaluated and discussed each of the three applications and proposed façade improvements. Designs for each of the locations are attached.

Owner	Property Address	Scope of Improvements	Private Equity	Grant Request	Project Total
Jonathan L. Wilson (Owner)/Jim Polley (Property Manager)	4902 43rd Avenue, Hyattsville, MD 20781	Replace 2 bay doors with aluminum and glass; replace steel door and pedestrian door; patch pargin and skim with veneer stucco; install 9 gooseneck LED light fixtures; paint metal siding, stucco foundation and gutter/downspouts	\$15,762	\$15,762	\$31,525
Jonathan L. Wilson (Owner)/Jim Polley (Property Manager)	4824 Rhode Island Avenue, Hyattsville, MD 20781	Replace 2 bay doors with aluminum and glass; Replace T1-11 plywood with storefront glass; Replace the entrance door and transom; patch pargin and skim with veneer stucco; install 9 gooseneck LED light fixtures on front and side of building; paint stucco on front and right side	\$15,025	\$15,025	\$30,050

Daniel Simon	5132 Baltimore Avenue, Hyattsville, MD 20781	Replace upper windows with 16 new fixed 3x5 windows with black anodized trim; paint and clad all existing lower and upper level brick and block creating metallic and/or weathering effect; install exterior down and up lighting on existing metal canopy/coping.	\$7,500	\$7,500	\$15,000
Daniel Simon	5130 Baltimore Avenue, Hyattsville, MD 20781	Replace upper level with new casement windows; replace lower level with glass store front and doors; paint all existing masonry and metal work; install exterior down and up lighting	\$5,000	\$5,000	\$5,000
Total			\$43,287	\$43,287	\$81,575

Recommendation & Actions

"I move that the Mayor and Council accept the recommendations of the Commercial Façade Review Panel and approve grant funding awards for the following:

- 5902 43rd Avenue: Award of \$15,762
- 4824 Rhode Island Avenue: Award of \$15,025
- 5130 Baltimore Avenue: \$5,000
- 5132 Baltimore Avenue: \$7,500

Work on both façade projects are tentatively scheduled to take place prior to the end of this calendar year.

Staff is recommending that this item be scheduled for discussion on October 19, 2015 with anticipated approval on November 2, 2015. The balance of remaining grant funds will be utilized during the next grant cycle tentatively scheduled for May 2016.



Consent Items: MOTION #159-11-15 Appointments to Residential Parking Zone Committee

SUBJECT: Appointments to Residential Parking Zone Committee

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #159-11-15

I move that the Mayor & Council appoint Andrew Bishop (Ward 4) and Chris Slezak (Ward 3) to the City's Ad Hoc Residential Parking Zone Committee for a term to expire 120 days after the first meeting of the committee.

BACKGROUND:

Please see attached committee appointee form.

NEXT STEPS:

n/a

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

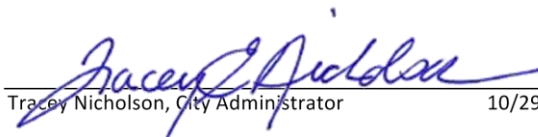
STRATEGIC GOALS

Goal: Goal 1 - Ensure Transparent and Accessible Governance

Action: 1.1 Provide information and opportunities for resident participation in civic ende

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 10/29/2015



**CITY OF HYATTSVILLE
COMMITTEE / BOARD APPLICATION**

**APPLICANT
INFORMATION**

NAME OF COMMITTEE/BOARD:	Ad Hoc Residential Parking Zones Committee
NAME OF APPOINTEE:	N. Andrew Bishop
ADDRESS:	[REDACTED]
WARD #:	4
EMAIL:	[REDACTED]
PHONE NUMBER:	[REDACTED]
REFERRED BY:	Haba

BIOGRAPHICAL STATEMENT:

Please provide a brief background statement including why you are interested in being appointed to a committee. This statement will be posted on the City's website.

BIO STATEMENT (FOR POSTING ON CITY WEBSITE):
Over the last ten years I have provided design, project management, and consultation services for multiple organizations as a Landscape Architect, Planner, and Project manager on a range of projects throughout the Mid Atlantic in the private and public industries. I have a vested interest with this commission and its mission, because Prince George's County and Hyattsville is my home, and the work I would be doing would have a direct impact on the lives of myself and my family. But more importantly this opportunity allows me a chance to create and influence my community. I think that the work we do begins to touch so many aspects of peoples lives; from the health and safety of the public, to the aesthetic benefits of good design, and environmental sustainability.

For internal use:

DATE INFORMATION RECEIVED:	
APPROVED BY COUNCIL (DATE & MOTION NUMBER):	
DATE OF TERM EXPIRATION:	
DATE POSTED ON WEBSITE	



**CITY OF HYATTSVILLE
COMMITTEE / BOARD APPLICATION**

**APPLICANT
INFORMATION**

NAME OF COMMITTEE/BOARD:	Residential Parking Zone Committee
NAME OF APPOINTEE:	Chris Slezak
ADDRESS:	
WARD #:	3
EMAIL:	
PHONE NUMBER:	
REFERRED BY:	Tom Wright

BIOGRAPHICAL STATEMENT:

Please provide a brief background statement including why you are interested in being appointed to a committee. This statement will be posted on the City's website.

BIO STATEMENT (FOR POSTING ON CITY WEBSITE):	
As a city resident for over 20 years, I've seen many things. The recent growth in Hyattsville is most welcomed, and long overdue. However, with growth needs to come responsibility. I believe that everyone has the responsibility to take care of themselves, their property, and the city. I will stand up for those being taken advantage of, and be an advocate for fairness in helping to craft a strong, but firm residential parking policy.	

For internal use:

DATE INFORMATION RECEIVED:	10/16/2015
APPROVED BY COUNCIL (DATE & MOTION NUMBER):	
DATE OF TERM EXPIRATION:	
DATE POSTED ON WEBSITE	



Consent Items: MOTION #161-11-15 Adjustment to FY 2016 GF & CIP Appropriations for Police

SUBJECT: Adjustment to FY 2016 GF & CIP Appropriations for Police

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #161-11-15

I move that the Mayor & Council adjust the 2016 General Fund and Capital budget appropriations in the Police department by moving an amount not to exceed \$22,963 out of Fund 01-202-001-5328 Maintenance Contracts Records and Communications to other Fund 70-202-001-5664 Capital Outlay Computer Hardware account, for the Motorola Premier-One Computer Aided Dispatch/Records Management System (CAD/RMS).

BACKGROUND:

The Police Department is partnering with Prince George's County to share their new Motorola Premier-One CAD/RMS. The changeover requires a one time purchase of three (3) CAD Server Licenses. The change will result in an annual maintenance savings of approximately \$75,000 and ensure the department is in compliance with future standards for emergency call centers.

NEXT STEPS:

Purchase the three (3) CAD/RMS Licenses

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Technical Services Sergeant Richard Hartnett will be coordinating the purchase and transition.

STRATEGIC GOALS

Goal: Goal 3 - Promote a Safe and Vibrant Community

FISCAL IMPACT:

The proposed adjustments to appropriations in the 2016 capital budget for Police will increase the FY-2015 budget appropriations for Capital Outlay - Computer Hardware.



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 11/2/2015 8:00 PM
Department: Police Department
Prepared by: Douglas Holland
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1315)

7.9

Consent Items: MOTION #161-11-15 Adjustment to FY 2016 GF & CIP Appropriations for Police


Tracey Nicholson, City Administrator 10/29/2015



Consent Items: MOTION #160-11-15 Appointments to Hyattsville Police and Public Safety Citizens Advisory Committee

SUBJECT: Appointments to Hyattsville Police and Public Safety Citizens Advisory Committee

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #160-11-15

I move that the Mayor & Council appoint Gwen Kesler (Ward 2), Laura Usher (Ward 2), Patricia Stamper (Ward 5), and Emily Strab (Ward 2) to the City's Police and Public Safety Citizens Advisory Committee for a term of two (2) years, expiring on December 31, 2017.

BACKGROUND:

Please see attached committee appointee forms.

NEXT STEPS:

n/a

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS

Goal: Goal 1 - Ensure Transparent and Accessible Governance

Action: 1.1 Provide information and opportunities for resident participation in civic ende

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 10/29/2015



**CITY OF HYATTSVILLE
COMMITTEE / BOARD APPLICATION**

**APPLICANT
INFORMATION**

NAME OF COMMITTEE/BOARD:	Policing and Public Safety Citizen Advisor Committee
NAME OF APPOINTEE:	Gwyn Kesler
ADDRESS:	
WARD #:	2
EMAIL:	
PHONE NUMBER:	
REFERRED BY:	Shani Warner

BIOGRAPHICAL STATEMENT:

I moved to Hyattsville in 2001. I grew up in Kansas and graduated from Kansas State University. I will be posted on the City's website.

BIO STATEMENT (FOR POSTING ON CITY WEBSITE):
I was commissioned in the United States Air Force and served on active duty for six years. I moved to the Washington DC area and attended L'Academie de Cuisine culinary school in Gaithersburg. Although I love cooking my career path turned back to the government. I've worked for the Department of Defense for about 10 years; I've been to Afghanistan as a civilian twice, and I hope not to return again for a while. I am passionate about animals and the world's oceans; I've been involved with the Prince George's County SPCA for about a decade and I'm a certified SCUBA diver who loves the ocean and educating people about the ocean and the fragility of life that lives below its surface.

I consider myself lucky that I "accidentally" found Hyattsville. I believe Hyattsville is the best neighborhood in the DC metro area and I can't imagine living anywhere else. But all good neighborhoods are always looking for ways to improve. I'm excited to be a part of an effort to make Hyattsville even better. I believe safety is everyone's right, and everyone's responsibility. Every time I meet with my neighbors, committee colleagues and city officials, I promise my goal will always be to make Hyattsville a safe place for everyone.

DATE INFORMATION RECEIVED:	10/16/2015
APPROVED BY COUNCIL (DATE & MOTION NUMBER):	
DATE OF TERM EXPIRATION:	
DATE POSTED ON WEBSITE	



**CITY OF HYATTSVILLE
COMMITTEE / BOARD APPLICATION**

**APPLICANT
INFORMATION**

NAME OF COMMITTEE/BOARD:	Policing and Public Safety Citizen Advisory Committee
NAME OF APPOINTEE:	Laura Usher
ADDRESS:	
WARD #:	2
EMAIL:	
PHONE NUMBER:	
REFERRED BY:	Shani Warner

BIOGRAPHICAL STATEMENT:

Please provide a brief background statement including why you are interested in being appointed to a committee. This statement will be posted on the City's website.

BIO STATEMENT (FOR POSTING ON CITY WEBSITE):	
I am a 9 year resident of Hyattsville and may be best known as the mom of Sam, an extremely outgoing kindergartner, or the steward of the Little Free Library on Madison Street. Professionally, I work in mental health advocacy, with a focus on reducing the involvement of people with mental illness in the justice system. I provide assistance to law enforcement agencies and communities nationwide on implementing crisis intervention team (CIT), a community policing program that trains officers how to respond safely to a person in mental health crisis. I also work on police officer mental health issues and know that police work takes a huge toll on the physical and mental wellbeing of officers. I'd like to be part of the committee because there's a national conversation going on right now about changing policing. I think that the Hyattsville community can learn and contribute to this innovation, and I would love to help!	
For internal use:	

DATE INFORMATION RECEIVED:	
APPROVED BY COUNCIL (DATE & MOTION NUMBER):	
DATE OF TERM EXPIRATION:	
DATE POSTED ON WEBSITE	



**CITY OF HYATTSVILLE
COMMITTEE / BOARD APPLICATION**

**APPLICANT
INFORMATION**

NAME OF COMMITTEE/BOARD:	Police and Public Safety Citizens Advisory Committee
NAME OF APPOINTEE:	Patricia A. Stamper
ADDRESS:	
WARD #:	5
EMAIL:	
PHONE NUMBER:	
REFERRED BY:	CM Joseph Solomon

BIOGRAPHICAL STATEMENT:

Please provide a brief background statement including why you are interested in being appointed to a committee. This statement will be posted on the City's website.

BIO STATEMENT (FOR POSTING ON CITY WEBSITE):	
I am native of California and I relocated to the Maryland area for my undergraduate studies. I live in Ward 5 with my husband Pete and my son PJ. Professionally, I work with children with special needs for DC Public Schools. I am interested in being appointed to the police and public safety citizens advisory committee to be more active in the civic process and learn more about interaction between police and citizens of Hyattsville. Additionally, I want to learn about the policing and enforcement needs of all of the communities in Hyattsville and contribute as much as I can to this committee; as I understand Hyattsville is more than just Ward 5, but growing city of varying enforcement needs.	

For internal use:

DATE INFORMATION RECEIVED:	
APPROVED BY COUNCIL (DATE & MOTION NUMBER):	
DATE OF TERM EXPIRATION:	
DATE POSTED ON WEBSITE	



**CITY OF HYATTSVILLE
COMMITTEE / BOARD APPLICATION**

**APPLICANT
INFORMATION**

NAME OF COMMITTEE/BOARD:	Police and Public Safety Citizens Advisory Committee
NAME OF APPOINTEE:	Emily Strab
ADDRESS:	
WARD #:	2
EMAIL:	
PHONE NUMBER:	
REFERRED BY:	CM Joseph Solomon

BIOGRAPHICAL STATEMENT:

Please provide a brief background statement including why you are interested in being appointed to a committee. This statement will be posted on the City's website.

BIO STATEMENT (FOR POSTING ON CITY WEBSITE):	
Emily has been a resident of Hyattsville since 2007. She is a part of many of the local mom groups and a member of a local babysitting co-op. She teaches early childhood music, as well as flute and piano lessons in the City. Earlier this year she became captain of her block's neighborhood watch, which led to her interest in participating in the Police and Public Safety Citizens Advisory Committee.	

For internal use:

DATE INFORMATION RECEIVED:	
APPROVED BY COUNCIL (DATE & MOTION NUMBER):	
DATE OF TERM EXPIRATION:	
DATE POSTED ON WEBSITE	



Action Items: MOTION #162-11-15 Hyattsville Health, Wellness, and Recreation Advisory Committee

SUBJECT: Hyattsville Health, Wellness, and Recreation Advisory Committee

SECTION: Action Items

RECOMMENDED ACTION:

Motion #162-11-15

I move that the Mayor and Council establish the Hyattsville Health, Wellness, and Recreation Advisory Committee (HWRAC) as defined in the HWRAC Committee Worksheet.

BACKGROUND:

Please see attached motion form and supporting documentation submitted by Councilmember Solomon.

NEXT STEPS:

Upon approval, the Mayor and Council will appoint members and a Council liaison to the committee. A staff liaison will also be assigned to the committee.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

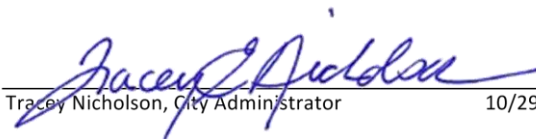
n/a

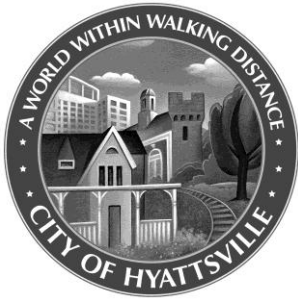
STRATEGIC GOALS

Goal: Goal 3 - Promote a Safe and Vibrant Community

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 10/29/2015



Council Agenda Form

MOTION # TBD		DRAFT #
DATE SUBMITTED: 7/20/2015	DATE TO GO BEFORE COUNCIL: 10/19/2015 – Discussion, (Tentatively Scheduled for Action on 11/2/2015)	
SUBMITTED BY: CM Joseph Solomon		
DEPARTMENT: Hyattsville City Council		

TITLE OF MOTION: Hyattsville Health, Wellness, and Recreation Advisory Committee

RECOMMENDATION:

I move that the Mayor and Council establish the Hyattsville Health, Wellness, and Recreation Advisory Committee (HWRAC) as defined in the HWRAC Committee Worksheet.

BACKGROUND:

The City of Hyattsville, Mayor, Council, Staff and residents desire to promote and positively engage residents in adopting policies that promote healthy food access, active life styles and creating a health municipal workforce.

The City of Hyattsville, Mayor, Council, Staff and residents further desire to find methods of supporting recreational activities through the City for residents and City Staff, developing creative recreational programming to engage residents and City Staff in active living.

The City of Hyattsville, Mayor, Council, Staff and residents further desire to adequately educate and provide awareness for residents and City Staff on (a) issues of public health and wellbeing, (b) methods and best practices on adopting, reporting, and investigating issues of public health, and (c) establishing metrics on understanding the over physical and mental health of residents and staff of the City of Hyattsville.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Staff Liaison

CITY ADMINISTRATOR / DEPARTMENT DIRECTOR COMMENT: (must be approved by City Administrator):

Tracey E. Nicholson, City Administrator

STRATEGIC GOALS AND ACTIONS:

Action 2.3 – Promote alternative transportation methods and connectivity throughout the City

Action 3.1 – Increase the quality of parks, recreation facilities, and broaden recreation related programs and opportunities for City residents

Action 5.1 – Build connections among residents by developing programs, events, and celebrations accessible to all

Action 5.2 – Encourage volunteerism and resident creativity in support of the City's goals and approved program activities

SUPPORTING DOCUMENTATION: Committee Worksheet Attached

CURRENT YEAR BUDGET IMPACT:

Attachment: Hyattsville Health, Wellness, and Recreation Advisory Committee Motion_v20150720 (1329 : Hyattsville Health, Wellness, and

COMMITTEE WORKSHEET

Hyattsville Health, Wellness, and Recreation Advisory Committee

Mission Statement: The Health, Wellness, and Recreation Advisory Committee (HWRAC) makes recommendations to City Council, develops public awareness campaigns and coordinates community engagement initiatives to encourage healthy lifestyles.

HWRAC Objectives: Possible HWRAC objectives include but are not limited to:

- Promoting and Engaging Residents in Healthy Eating –
 - Work with local restaurants, convenience stores, food pantries and vending and concessions groups to offer healthier food and drink options
 - Partner with local governments and community organizations to offer spaces for residents to grow and eat fresh local produce
 - Work with local schools to offer healthier food options to students
 - Work with the Hyattsville Farmers Market to offer affordable, local foods to the community
- Promoting and Engaging Residents in Active Living –
 - Encourage schools to create time for physical activity during school day
 - Work with State, County and local jurisdictions to conduct park audits to assess safety and appeal of parks
 - Improve existing parks, playgrounds, and open spaces by cleaning up litter, increasing the number of trash receptacles, improving lighting, and removing graffiti
 - Work with State, County, and local jurisdictions to open up school and community spaces during the evenings and weekends for physical activity programming
 - Identify safe routes to and from schools so that more children can walk and bike
- Promoting and Engaging Residents in Designing Healthy Communities –
 - Conduct walk audits to identify improvements to make streets safer for all
 - Conduct Health Impact Assessments (HIAs) to understand how community projects, plans, or policies can affect us and our health
 - Review “Complete Streets” policies that make roads safe and enjoyable for all users by identifying locations safe bike lanes, bike racks, easy-to-follow signage, and safe crosswalks
 - Explore options for recreational space and community centers or partnerships with establish community centers where people can gather and socialize
 - Improve existing green space and parks
 - Supporting Hyattsville HEAL Cities & Towns initiatives
- Developing Public Awareness Campaigns–
 - Work with City Staff to design, publish, and distribute the Hyattsville Welcome Packet for new residents

- Develop partnerships with established institutions (included as examples but not limited to: Center For Disease Control, World Health Organization, National Institute of Health, and the Coalition of National Health Education Organizations) to better understand Hyattsville health statistics
- Improve public awareness on matters of mental health matters including depression, suicide, and mental illness
- Support initiatives that target the eradication, suppression, or treatment of mass health epidemics including Cancer, AIDS/HIV, influenza, prohibited drugs, tobacco use, and hunger
- Engage faith-based institutions in supporting community health, wellness, and recreation initiatives and supporting spiritual health needs of residents and municipal employees
- Increase outreach to, programming for, and engagement of, special needs residents which may include but are not limited to: veterans (disabled or not), mentally and physically challenged, and seniors (especially those who are immobile)

Deliverables: The HWRAC will, at a minimum, report its advisory findings annually to the Mayor, Council and City Administrator. The HWRAC will report on legislation referred to it by the Council within a timeframe determined by the Council.

Frequency of meetings: In general the HWRAC members shall meet at least once per month. However, in unusual circumstances or where an annual schedule has been adopted which accounts for minimum meeting requirements, the committee may choose not to meet in certain months. The Committee may also meet more than once a month.

Minimum number of meetings per year: The HWRAC will meet at least eight (8) times per year.

A special meeting of the HWRAC may be called at any time by the Chairperson, with a minimum of one week advanced notice to the Staff and Council liaisons. Absence from a special meeting shall not be counted against HWRAC members.

Members are allowed two (2) absences from scheduled meetings during one calendar year. Additional absences may constitute recommendation for removal from the HWRAC by called vote of the HWRAC members present at the next HWRAC regular or special meeting.

Quorum: The presence of 50% + 1 voting members shall constitute a quorum. No formal actions may be voted without a quorum.

The Committee is temporary/permanent: The HWRAC shall be a permanent standing committee.

Composition of members: The Committee is open to all City of Hyattsville Residents. It is preferable that there be members from each ward. All meetings are open to the public. The Committee elects a Chair to coordinate meeting dates, to coordinate agendas, and to conduct meetings. The Committee elects a Secretary to record minutes.

Council Liaison: The Committee shall have two Council Member Liaisons who provide insight into issues under discussion. Council Member liaisons are non-voting.

City Staff: The Director of the Department of Community Services, or staff, shall attend Committee meetings to provide input on matters related to Health, Wellness, and Recreation.

Committee Member term of office: Members proposed and approved by the City Council serve two year terms. The City Clerk shall notify Council Member Liaisons, the Committee Chair, and the Committee Member 60 days in advance of the Member's term expiration date.

Grounds for removal for any Committee Member:

1. The Member moving outside the boundaries of the City of Hyattsville
2. By a majority vote of the City Council



Discussion Items: Medical Cannabis Dispensary Applicant

SUBJECT: Medical Cannabis Dispensary Applicant

SECTION: Discussion Items

BACKGROUND:

The City of Hyattsville has received a formal request for a written letter of support for Hoyt-Crest Apothecary, to establish a medical marijuana dispensary within the City's incorporated limits. Another company that had previously requested a letter of support has withdrawn the request.

Hoyt-Crest Apothecary will present the City Council with a formal presentation at the public hearing scheduled for 7:00 PM on Monday, November 2nd. At the conclusion of the presentation, the City Council and members of the public will be provided with the opportunity to ask questions of the company representatives.

NEXT STEPS:

The Maryland Medical Cannabis Commission requires applications be submitted by November 6, 2015.

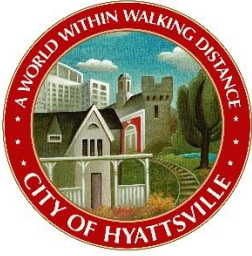
ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS

Goal: Goal 1 – Ensure Transparent and Accessible Governance


Tracey Nicholson, City Administrator 10/29/2015



Memo

To: Mayor and Council

CC: Tracey Nicholson, City Administrator

From: Jim Chandler, Assist. City Administrator; Director, Community & Economic Development
Katie Gerbes, Community Planner, Community & Economic Development

Date: October 26, 2015

Re: Medical Cannabis Dispensary Public Hearing

Attachments: Maryland HB490
Medical Cannabis Commission FAQ
Hoye-Crest Apothecary Presentation

Summary

The following memorandum provides a summary of the recently approved medical cannabis dispensary legislation.

House Bill 881 was signed by former Governor Martin O'Malley in April 2014 establishing the Natalie M. Laprade Medical Marijuana Commission and allowing medical marijuana to be available to patients with qualifying diagnoses. The law was amended through passage of House Bill 490 and signed into law on May 12, 2015 by Governor Larry Hogan.

- Patients must receive a referral from a Maryland doctor licensed with the Maryland Medical Cannabis Commission, at which point patients will meet with a medical professional at the dispensary to determine the strain, form and dosage best for the patient.
- Patients may only possess a 30-day supply at any given time, maximum of 4 oz.
- Registration with the Medical Cannabis Commission is mandatory of all parties- doctors, patients, and facilities
- Dispensaries can sell the dried flower or a processed form (oil, extract) of cannabis. Edible products containing Cannabis cannot be sold in dispensaries. It is illegal to consume the product onsite.

- Applications for grower, processor and dispenser licenses were made available on September 28th and are due on November 6th with up to two (2) dispensaries per Maryland senatorial district will be permitted.
- Applications are weighted by a third party organization on several criteria, including: operational factors, safety and security factors, medical cannabis professionalism, retail management factors, business and economic factors, and additional factors.
- It is estimated that licenses will go out in late December/early January and the product should be available for sale during summer 2016.

A detailed Frequently Asked Questions (FAQ) regarding the law, regulations and dispensaries is attached to this memorandum and additional information is available on the Maryland Cannabis Commission website: mmc.maryland.gov

The City of Hyattsville has received formal requests for written letters of support from two companies interested in establishing a dispensary within City's incorporated limits.

As of October 19th, City staff has met with both Maryland Natural Treatment Solutions and Hoyer-Crest Apothecary. Both companies have experience operating medical Cannabis dispensaries in other states. Maryland Natural Treatment Solutions has operating facilities in Michigan, New York and Illinois. Hoyer-Crest Apothecary has operated in Nevada and is seeking to operate a facility in California.

Maryland Natural Treatment Solutions has chosen not to participate in the public hearing. Hoyer-Crest Apothecary is scheduled to present the City Council with a formal presentation at the public hearing scheduled for 7:00 PM on Monday, November 2nd. At the conclusion of presentation, the City Council and members of the public will be provided with the opportunity to ask questions of the Hoyer-Crest Apothecary representatives.

HOUSE BILL 490

J1

EMERGENCY BILL
ENROLLED BILL

(5lr1210)

— *Health and Government Operations/Judicial Proceedings* —

Introduced by Delegates Morhaim and Glenn, Glenn, Angel, Bromwell, Cullison, Kelly, Hammen, Hill, Miele, Pena-Melnyk, Pendergrass, Reznik, and K. Young

Read and Examined by Proofreaders:

Proofreader.

Proofreader.

Sealed with the Great Seal and presented to the Governor, for his approval this _____ day of _____ at _____ o'clock, _____ M.

Speaker.

CHAPTER _____

1 AN ACT concerning

2 **Natalie M. LaPrade Medical ~~Marijuana~~ Cannabis Commission – Miscellaneous**
3 **Revisions**

4 FOR the purpose of renaming the Natalie M. LaPrade Medical Marijuana Commission to
5 be the Natalie M. LaPrade Medical Cannabis Commission; renaming the Natalie M.
6 LaPrade Medical Marijuana Commission Fund to be the Natalie M. LaPrade Medical
7 Cannabis Commission Fund; altering the purpose of the Natalie M. LaPrade Medical
8 Marijuana Commission; altering the information that is to be included in the Web
9 site developed and maintained by the Commission; increasing and altering the
10 membership of the Commission; requiring a certain application submitted by an
11 academic medical center to include certain documentation; repealing a requirement
12 that a certain application submitted by an academic medical center include certain
13 information; repealing a requirement that the Commission establish a certain

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.

Underlining indicates amendments to bill.

~~Strike out~~ indicates matter stricken from the bill by amendment or deleted from the law by amendment.

Italics indicate opposite chamber/conference committee amendments.



~~application review process; requiring the Commission to approve an application submitted by a certain academic medical center that meets certain requirements; extending the time period for which the Commission may grant an approval to a certain program; prohibiting the Commission from placing certain requirements on certain programs; altering the frequency with which a certain academic medical center is required to provide certain data to the Commission; repealing a requirement that a certain academic medical center apply annually to the Commission for renewal of a certain program; authorizing a certain academic medical center to apply to the Commission for a renewal of approval of a certain program on expiration of the program; repealing a provision of law providing that a certain academic medical center is subject to certain inspection; authorizing the Commission to conduct a certain review of certain academic medical centers; altering the circumstances under which the Commission may rescind approval of a certain program; altering the circumstances under which the Commission is required to approve a certifying physician~~ altering the definition of "written certification" to provide that it may include a certain statement from a certifying physician related to a certain supply of medical cannabis; repealing a requirement that the Commission issue at least annually a request for applications from certain academic medical centers; repealing a requirement that an application submitted by a certain academic medical center contain certain information; repealing a requirement that the Commission set certain fees related to certain programs; repealing a requirement that the Commission establish a certain application review process; repealing the authority of the Commission to approve certain programs; repealing a requirement that an approved academic center provide certain data to the Commission, use certain marijuana, use caregivers in a certain manner, and report certain data to the Commission in a certain manner; repealing the authority of the Commission to approve and rescind approval of certain academic medical centers to operate a certain program; repealing the authority of the Commission to approve certifying physicians; authorizing the Commission to register certifying physicians under certain circumstances; altering the information to be included in a certain proposal; altering the medical conditions that the Commission is encouraged to approve when part of a physician application; prohibiting a certifying physician or the physician's spouse from receiving certain gifts or having an ownership interest in a processor; authorizing a certifying physician to receive compensation from a processor under certain circumstances; expanding the class of patients with whom a qualifying physician may discuss medical cannabis; repealing a certain requirement that each certifying physician submit a certain annual report to the Commission; repealing a requirement that the Commission report to the Governor on certain programs; increasing the time period for which an initial grower license is valid; repealing the authority of a grower to provide marijuana to certain programs; authorizing a grower to provide cannabis to certain processors and laboratories; extending the date on which the Commission is authorized to issue certain licenses to certain growers; *repealing a provision of law requiring the Commission to encourage licensing certain growers located in agricultural zones; repealing a provision of law relating to the distribution of marijuana by certain growers; authorizing a grower to dispense cannabis from a certain facility; repealing a provision of law authorizing a qualifying patient or caregiver to obtain medical marijuana from certain facilities; authorizing*

HOUSE BILL 490

3

1 a qualifying patient or caregiver to obtain medical cannabis from a facility of a
2 grower licensed as a dispensary; authorizing certain growers to grow and process
3 medical cannabis on the same premises; providing that a dispensary license is valid
4 for certain time periods on initial licensure and on renewal; requiring the
5 Commission to establish certain security and product handling procedures that
6 certain dispensaries must meet; authorizing the Commission to inspect certain
7 dispensaries; authorizing the Commission to impose certain penalties and rescind
8 certain licenses under certain circumstances; requiring a licensed dispensary to
9 submit a quarterly report that includes certain information to the Commission;
10 prohibiting the quarterly report from including any personal information that
11 identifies a patient; requiring certain processors to be licensed by the Commission;
12 requiring an applicant for a processor license to submit a certain fee and application
13 to the Commission; requiring the Commission to establish a certain application
14 review process for granting processor licenses; providing that a processor license is
15 valid for certain time periods on initial licensure and renewal; providing that a
16 processor or a processor agent may not be penalized or arrested under State law for
17 certain actions; requiring the Commission to establish certain security and product
18 handling procedures that certain processors must meet; authorizing the Commission
19 to inspect certain processors; requiring a processor agent to be a certain age, register
20 with the Commission, and obtain a certain criminal history records check; requiring
21 a processor to apply to the Commission for a registration card for each processor
22 agent by submitting certain information; requiring a processor to provide certain
23 notice to the Commission and return a certain registration card to the Commission
24 under certain circumstances and within a certain time period; requiring the
25 Commission to revoke a certain registration card under certain circumstances and
26 notify the Department of State Police under certain circumstances; prohibiting the
27 Commission from registering certain individuals as processor agents; requiring the
28 Commission to register at least a certain number of private independent testing
29 laboratories; requiring an independent testing laboratory to meet certain application
30 requirements and standards and to pay a certain fee as a condition of registration;
31 authorizing the Commission to inspect certain independent testing laboratories;
32 requiring the Commission to adopt certain regulations; repealing certain provisions
33 of law establishing certain immunity for certain qualifying patients and academic
34 centers; providing that a qualifying patient in possession of an amount of medical
35 cannabis that is greater than a certain supply, a processor, a processor agent, and
36 certain medical facilities may not be subject to arrest, prosecution, certain penalties
37 or disciplinary action, or be denied any right or privilege under certain
38 circumstances; providing that certain provisions of law do not apply to vaporizing
39 cannabis; providing that this Act may not be construed to prohibit a person from
40 being concurrently licensed by the Commission as a grower, a dispensary, or a
41 processor; prohibiting the Commission from requiring an individual to meet certain
42 additional requirements to be approved as a certifying physician; prohibiting the
43 Commission from limiting a medical condition to one class of physician for treatment;
44 altering a certain definition definitions; repealing certain definitions; defining
45 certain terms; altering certain terminology; making certain conforming and stylistic
46 changes; making this Act an emergency measure; and generally relating to the
47 Natalie M. LaPrade Medical Marijuana Cannabis Commission.

Attachment: hb0490E (1330 : Medical Cannabis Dispensary Applicant)

~~BY repealing and reenacting, without amendments,
Article – Health – General
Section 13–3301(a)
Annotated Code of Maryland
(2009 Replacement Volume and 2014 Supplement)~~

BY repealing and reenacting, with amendments,
Article – Health – General
~~Section 13–3301(d), 13–3302, 13–3303(a), and 13–3304 through 13–3307~~ Section
13–3301 through 13–3303, 13–3302, 13–3303(a) and (h)(1), 13–3307 through
13–3311, 13–3313, and 13–3314 to be under the amended subtitle “Subtitle
33. Natalie M. LaPrade Medical Cannabis Commission”
Annotated Code of Maryland
(2009 Replacement Volume and 2014 Supplement)

BY repealing
Article – Health – General
Section 13–3304, 13–3305, and 13–3306
Annotated Code of Maryland
(2009 Replacement Volume and 2014 Supplement)

BY adding to
Article – Health – General
Section 13–3309, 13–3310, and 13–3311
Annotated Code of Maryland
(2009 Replacement Volume and 2014 Supplement)

BY repealing and reenacting, without amendments,
Article – Health – General
Section 13–3312
Annotated Code of Maryland
(2009 Replacement Volume and 2014 Supplement)

SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,
That the Laws of Maryland read as follows:

Article – Health – General

Subtitle 33. Natalie M. LaPrade Medical [Marijuana]CANNABIS Commission.

13–3301.

~~(a) In this subtitle the following words have the meanings indicated.~~

~~(d) “Certifying physician” means an individual who:~~

HOUSE BILL 490

5

~~(1) Is licensed by the State Board of Physicians under Title 14 of the Health Occupations Article to practice medicine AND IS IN GOOD STANDING WITH THE BOARD; and~~

~~(2) Is approved by the Commission to make marijuana available to patients for medical use in accordance with regulations adopted by the Commission.~~

(a) In this subtitle the following words have the meanings indicated.

(b) ["Academic medical center" means a hospital that:

(1) Operates a medical residency program for physicians; and

(2) Conducts research that is overseen by the federal Department of Health and Human Services and involves human subjects.

(c) "Caregiver" means:

(1) A person who has agreed to assist with a qualifying patient's medical use of [marijuana] CANNABIS; and

(2) For a qualifying patient under the age of 18 years, a parent or legal guardian.

~~[(d)] (C)~~ "Certifying physician" means an individual who:

(1) ~~Is licensed~~ **HAS AN ACTIVE, UNRESTRICTED LICENSE TO PRACTICE MEDICINE THAT WAS ISSUED** by the State Board of Physicians under Title 14 of the Health Occupations Article ~~to practice medicine AND HAS;~~

(2) IS IN GOOD STANDING WITH THE STATE BOARD OF PHYSICANS;

(3) HAS A STATE CONTROLLED DANGEROUS SUBSTANCES LICENSE REGISTRATION; and

~~(2) (4)~~ Is [approved by] REGISTERED WITH the Commission to make [marijuana] CANNABIS available to patients for medical use in accordance with regulations adopted by the Commission.

~~[(e)] (D)~~ "Commission" means the Natalie M. LaPrade Medical [Marijuana] CANNABIS Commission established under this subtitle.

~~[(f)] (E)~~ "Dispensary" means an entity licensed under this subtitle that acquires, possesses, processes, transfers, transports, sells, distributes, dispenses, or administers [marijuana] CANNABIS, products containing [marijuana] CANNABIS, related

Attachment: hb0490E (1330 : Medical Cannabis Dispensary Applicant)

supplies, related products CONTAINING CANNABIS including food, tinctures, aerosols, oils, or ointments, or educational materials for use by a qualifying patient or caregiver.

~~[(g)] (F)~~ “Dispensary agent” means an owner, a member, an employee, a volunteer, an officer, or a director of a dispensary.

~~[(h)] (G)~~ “Fund” means the Natalie M. LaPrade Medical [Marijuana] CANNABIS Commission Fund established under § 13–3303 of this subtitle.

(H) “GROWER” MEANS AN ENTITY LICENSED UNDER THIS SUBTITLE THAT:

~~(H) 1. (I)~~ (I) CULTIVATES, MANUFACTURES, PROCESSES, PACKAGES, OR DISPENSES MEDICAL CANNABIS; OR

~~2.~~ (II) PROCESSES MEDICAL CANNABIS PRODUCTS; AND

~~(H) (2)~~ IS AUTHORIZED BY THE COMMISSION TO PROVIDE CANNABIS TO A QUALIFYING PATIENT, CAREGIVER, PROCESSOR, DISPENSARY, OR INDEPENDENT TESTING LABORATORY.

(I) “INDEPENDENT TESTING LABORATORY” MEANS A FACILITY, AN ENTITY, OR A SITE THAT OFFERS OR PERFORMS TESTS RELATED TO THE INSPECTION AND TESTING OF CANNABIS AND PRODUCTS CONTAINING CANNABIS.

~~[(i)] (J)~~ “Medical [marijuana] CANNABIS grower agent” means an owner, an employee, a volunteer, an officer, or a director of a [medical marijuana] grower [licensed under this subtitle].

(K) “PROCESSOR” MEANS AN ENTITY THAT:

(1) TRANSFORMS MEDICAL CANNABIS INTO ANOTHER PRODUCT OR EXTRACT; AND

(2) PACKAGES AND LABELS MEDICAL CANNABIS.

(L) “PROCESSOR AGENT” MEANS AN OWNER, A MEMBER, AN EMPLOYEE, A VOLUNTEER, AN OFFICER, OR A DIRECTOR OF A PROCESSOR.

[(j)] “Program” means an investigational use-type program overseen by an academic medical center through which marijuana is made available to patients for medical use.]

~~[(k)] (M)~~ “Qualifying patient” means [a resident of the State] AN INDIVIDUAL who:

HOUSE BILL 490

7

(1) ~~[(i)]~~ Has been provided with a written certification by a certifying physician in accordance with a bona fide physician–patient relationship; [or

(ii) Is enrolled in a research program with a registered academic medical center;] and

(2) If under the age of 18 years, has a caregiver.

~~[(1)]~~ **(N)** “Written certification” means a certification that:

(1) Is issued by a certifying physician to a qualifying patient with whom the physician has a bona fide physician–patient relationship; and

(2) Includes a written statement certifying that, in the physician’s professional opinion, after having completed [a full] AN assessment of the patient’s medical history and current medical condition, the patient has a condition:

(i) That meets the inclusion criteria and does not meet the exclusion criteria of the certifying physician’s application; and

(ii) For which the potential benefits of the medical use of [marijuana] CANNABIS would likely outweigh the health risks for the patient; AND

(3) MAY INCLUDE A WRITTEN STATEMENT CERTIFYING THAT, IN THE PHYSICIAN’S PROFESSIONAL OPINION, A 30–DAY SUPPLY OF MEDICAL CANNABIS WOULD BE INADEQUATE TO MEET THE MEDICAL NEEDS OF THE QUALIFYING PATIENT.

13–3302.

(a) There is a Natalie M. LaPrade Medical ~~Marijuana~~ **CANNABIS** Commission.

(b) The Commission is an independent commission that functions within the Department.

(c) The purpose of the Commission is to **DEVELOP POLICIES, PROCEDURES, GUIDELINES, AND REGULATIONS TO IMPLEMENT PROGRAMS TO MAKE MEDICAL CANNABIS AVAILABLE TO QUALIFYING PATIENTS IN A SAFE AND EFFECTIVE MANNER.**

~~(1) [Develop requests for applications for academic medical centers to operate programs in accordance with this subtitle;~~

~~(2) Approve or deny applications for programs;~~

HOUSE BILL 490

~~(3) Approve or deny applications for renewal of programs;~~

~~(4) Monitor and oversee programs approved for operation under this subtitle.] APPROVE ACADEMIC MEDICAL CENTERS TO OPERATE PROGRAMS;~~

~~[(5)] (2) Approve certifying physicians;~~

~~[(6)] (3) Publish and disseminate any information that relates to the medical use of marijuana and related research; and~~

~~[(7)] (4) Research issues related to the medical use of marijuana.~~

(d) (1) The Commission shall develop identification cards for qualifying patients and caregivers.

(2) (i) The Department shall adopt regulations that establish the requirements for identification cards provided by the Commission.

(ii) The regulations adopted under subparagraph (i) of this paragraph shall include:

1. The information to be included on an identification card;
2. The method through which the Commission will distribute identification cards; and
3. The method through which the Commission will track identification cards.

(e) The Commission shall develop and maintain a Web site that:

(1) Provides information on how an individual can obtain medical ~~marijuana~~ CANNABIS in the State ~~and how an individual can find a certifying physician;~~ and

(2) Provides contact information for ~~licensed growers and~~ licensed dispensaries.

13-3303.

(a) The Commission consists of the following ~~[15]~~ **16** members:

(1) The Secretary of Health and Mental Hygiene, or the Secretary's designee; and

(2) The following ~~[14]~~ **15** members, appointed by the Governor:

HOUSE BILL 490

9

(i) [One member] **TWO MEMBERS** of the public who [supports] **SUPPORT** the use of ~~marijuana~~ **CANNABIS** for medical purposes and who [is or was a patient] **ARE OR WERE PATIENTS** who found relief from the use of medical ~~marijuana~~ **CANNABIS**;

(ii) One member of the public designated by the Maryland Chapter of the National Council on Alcoholism and Drug Dependence;

(iii) Three physicians licensed in the State [who specialize in addiction, pain, oncology, neurology, or clinical research];

(iv) One nurse licensed in the State who has experience in hospice care, nominated by a State research institution or trade association;

(v) One pharmacist licensed in the State, nominated by a State research institution or trade association;

(vi) One scientist who has experience in the science of ~~marijuana~~ **CANNABIS**, nominated by a State research institution;

(vii) One representative of the Maryland State's Attorneys' Association;

(viii) One representative of [the Maryland Chiefs of Police] **LAW ENFORCEMENT**;

(ix) An attorney who is knowledgeable about medical ~~marijuana~~ **CANNABIS** laws in the United States;

(x) An individual with experience in horticulture, recommended by the Department of Agriculture;

(xi) One representative of the University of Maryland Extension; and

(xii) One representative of the Office of the Comptroller.

(h) (1) There is a Natalie M. LaPrade Medical [Marijuana] CANNABIS Commission Fund.

~~13-3304.~~

~~(a) The Commission shall issue at least annually a request for applications for academic medical centers to operate medical marijuana compassionate use programs.~~

Attachment: hb0490E (1330 : Medical Cannabis Dispensary Applicant)

~~(b) An application submitted by an academic medical center to operate a program under this subtitle shall [.] INCLUDE DOCUMENTATION THAT THE ACADEMIC MEDICAL CENTER WILL OPERATE ACCORDING TO THE ACADEMIC MEDICAL CENTER'S STANDARD OPERATING PROCEDURES, INCLUDING PROCEDURES RELATED TO PATIENT CARE, PROVIDER EDUCATION AND TRAINING, DIVERSION, CONFIDENTIALITY, DATA COLLECTION, SAFETY, AND SECURITY.~~

~~[(1) Specify the medical conditions to be treated under the program to be operated by the academic medical center, proposed on the basis of evidence;~~

~~(2) Specify the criteria by which the academic medical center will include and exclude patients from participation in the program;~~

~~(3) Specify how patients will be assessed for addiction before and during treatment using marijuana through the program;~~

~~(4) Describe the source of the marijuana to be used in a program and include scientific details of the type of marijuana to be used in the program;~~

~~(5) Specify the length of treatment and dosage permitted under the program;~~

~~(6) Describe how health care providers will be eligible to participate in the program and what training they will receive;~~

~~(7) Include a description of whether and how caregivers will interact with patients participating in the program;~~

~~(8) Demonstrate approval of the program by the academic medical center's institutional review board;~~

~~(9) Describe the plan for defining and monitoring the success or failure of treatment using marijuana through the program;~~

~~(10) Include a plan for monitoring aggregate data and outcomes and publishing results from the program, as appropriate;~~

~~(11) Include a description of the sources of funding for the program, including any research grants;~~

~~(12) Describe any required training for health care providers and patients participating in the program on diversion-related issues;~~

~~(13) Describe steps the academic medical center will take to prevent and monitor for diversion and address violations of its diversion policy;~~

HOUSE BILL 490

11

~~(14) Describe how the program will dispose of any unused marijuana; and~~

~~(15) Describe how the academic medical center and the program will meet any other criteria established by the Commission related to diversion or other aspects of programs overseen by the Commission.}]~~

~~(c) The Commission shall set application fees and renewal fees that cover its expenses in reviewing and approving applications and providing oversight to programs.~~

~~13-3305.~~

~~(a) The Commission shall [establish an application review process that includes reviewers with expertise in scientific research and analysis, medical training, and law enforcement.] APPROVE AN APPLICATION FROM AN ACADEMIC MEDICAL CENTER THAT MEETS THE REQUIREMENTS OF THIS SUBTITLE.~~

~~(b) [The reviewers shall:~~

~~(1) Review, evaluate, and rate applications for medical marijuana compassionate use programs submitted by academic medical centers based on the procedures and guidelines established by the Commission; and~~

~~(2) Make recommendations to the Commission, based on the ratings awarded to proposals by the reviewers, for approval of applications from medical marijuana compassionate use programs.~~

~~(c)] The Commission may grant a [1-year] 5-YEAR approval to a program, which may be renewed by the Commission.~~

~~[(d)](C) The Commission may approve no more than five programs to operate at one time.~~

~~(D) IN APPROVING A PROGRAM, THE COMMISSION MAY NOT PLACE REQUIREMENTS ON THE PROGRAM THAT ARE IN ADDITION TO THE ACADEMIC MEDICAL CENTER'S STANDARD OPERATING PROCEDURES.~~

~~13-3306.~~

~~(a) (1) An academic medical center approved to operate a program under this subtitle shall provide to the Commission updated data each [day] WEEK on patients and caregivers participating in each program overseen by the academic medical center.~~

~~(2) The Commission shall make the data available in real time to law enforcement.~~

Attachment: hb0490E (1330 : Medical Cannabis Dispensary Applicant)

~~(b) An academic medical center operating a program approved under this subtitle may use marijuana obtained only from:~~

~~(1) The federal government; or~~

~~(2) A medical marijuana grower licensed under this subtitle.~~

~~(c) If an academic medical center utilizes caregivers as part of a program approved under this subtitle, the academic medical center shall:~~

~~(1) Limit the number of patients a caregiver is allowed to serve to no more than five; and~~

~~(2) Limit the number of caregivers that serve a particular patient to no more than two.~~

~~(d) An academic medical center operating a program approved under this subtitle shall report annually to the Commission, in the form specified by the Commission, on:~~

~~(1) The number of patients served through the program;~~

~~(2) The county of residence of the patients served by the program;~~

~~(3) The conditions treated under the program;~~

~~(4) Any outcomes data on the results of treatment through the program;~~
and

~~(5) Any research studies conducted under the program.~~

~~(e) An academic medical center operating a program approved under this subtitle [shall] MAY apply [annually] to the Commission for renewal of approval of the program ON THE EXPIRATION OF THE PROGRAM, in accordance with any procedures established by the Commission.~~

~~(f) An academic medical center operating a program approved under this subtitle is subject to [inspection] REVIEW by the Commission to ensure that the program is operating according to the [conditions of approval established by the Commission] ACADEMIC MEDICAL CENTER'S STANDARD OPERATING PROCEDURES.~~

~~(g) The Commission may rescind approval of a program if the Commission finds that the program is not in compliance with the [conditions of approval established by the Commission] ACADEMIC MEDICAL CENTER'S STANDARD OPERATING PROCEDURES.~~

~~13-3307. 13-3304.~~

HOUSE BILL 490

13

(a) The Commission shall ~~approve~~ REGISTER as a certifying physician an individual who:

(1) Meets the requirements of this subtitle; and

(2) Submits application materials that [are satisfactory to the Commission] **MEET THE REQUIREMENTS OF THIS SUBTITLE.**

(b) To be ~~approved~~ REGISTERED as a certifying physician, a physician shall submit a proposal to the Commission that includes:

(1) The reasons for including a patient under the care of the physician for the purposes of this subtitle, including the patient's qualifying medical conditions;

(2) AN ATTESTATION THAT A STANDARD PATIENT EVALUATION WILL BE COMPLETED, INCLUDING A HISTORY, A PHYSICAL EXAMINATION, A REVIEW OF SYMPTOMS, AND OTHER PERTINENT MEDICAL INFORMATION; AND

~~(2) The reasons the physician will use to exclude patients from the care of the physician for the purposes of this subtitle;~~

~~(3) The physician's plan for screening a patient for dependence, both before and after the qualifying patient is issued a written certification; and~~

~~(4)~~ **(3)** The physician's plan for the ongoing assessment and follow-up care of a patient and for collecting and analyzing data.

(C) THE COMMISSION MAY NOT REQUIRE AN INDIVIDUAL TO MEET REQUIREMENTS IN ADDITION TO THE REQUIREMENTS LISTED IN SUBSECTIONS (A) AND (B) OF THIS SECTION TO BE ~~APPROVED~~ REGISTERED AS A CERTIFYING PHYSICIAN.

[(c)] (D) (1) The Commission is encouraged to approve physician applications for the following medical conditions:

[(1)] (I) A chronic or debilitating disease or medical condition that results in a patient being admitted into hospice or receiving palliative care; or

[(2)] (II) A chronic or debilitating disease or medical condition or the treatment of a chronic or debilitating disease or medical condition that produces:

[(i)] 1. Cachexia, anorexia, or wasting syndrome;

[(ii)] 2. Severe OR CHRONIC pain;

1 [(iii)] 3. Severe nausea;

2 [(iv)] 4. Seizures; or

3 [(v)] 5. Severe or persistent muscle spasms.

4 **(2) THE COMMISSION MAY NOT LIMIT TREATMENT OF A PARTICULAR**
 5 **MEDICAL CONDITION TO ONE CLASS OF PHYSICIANS.**

6 [(d)] (E) The Commission may approve applications that include any other
 7 condition that is severe and for which other medical treatments have been ineffective if the
 8 symptoms reasonably can be expected to be relieved by the medical use of ~~marijuana~~
 9 CANNABIS.

10 [(e)] (F) (1) A certifying physician or the spouse of a certifying physician may
 11 not receive any gifts from or have an ownership interest in a medical ~~marijuana~~ CANNABIS
 12 grower, A PROCESSOR, or a dispensary.

13 (2) A certifying physician may receive compensation from a medical
 14 ~~marijuana~~ CANNABIS grower, A PROCESSOR, or dispensary if:

15 (i) The certifying physician obtains the approval of the Commission
 16 before receiving the compensation; and

17 (ii) Discloses the amount of compensation received from the medical
 18 ~~marijuana~~ CANNABIS grower, PROCESSOR, or dispensary to the Commission.

19 [(f)] (G) (1) A qualifying patient may be a patient of the certifying physician
 20 or may be referred to the certifying physician.

21 (2) A certifying physician shall provide each written certification to the
 22 Commission.

23 (3) On receipt of a written certification provided under paragraph (2) of this
 24 subsection, the Commission shall issue an identification card to each qualifying patient or
 25 caregiver named in the written certification.

26 (4) A certifying physician may discuss medical ~~marijuana~~ CANNABIS with
 27 a ~~qualifying~~ patient.

28 (5) (i) Except as provided in subparagraph (ii) of this paragraph, a
 29 qualifying patient or caregiver may obtain medical ~~marijuana~~ CANNABIS only from a
 30 medical ~~marijuana~~ CANNABIS grower licensed by the Commission or a dispensary licensed
 31 by the Commission.

HOUSE BILL 490

15

(ii) A qualifying patient under the age of 18 years may obtain medical ~~marijuana~~ CANNABIS only through the qualifying patient's caregiver.

(6) (i) A caregiver may serve no more than five qualifying patients at any time.

(ii) A qualifying patient may have no more than two caregivers.

~~[(g)] (H) (1) Each certifying physician shall submit an annual report to the Commission.~~

~~(2) The annual report shall include:~~

~~(i) The number of patients served;~~

~~(ii) The county of residence of each patient served;~~

~~(iii) Any medical condition for which medical marijuana CANNABIS was recommended; and~~

~~(iv) A summary of clinical outcomes, including adverse events and any cases of suspected diversion.~~

~~(3) The annual report may not include any personal information that identifies a patient.~~

~~[(h)] (I) (1) A certifying physician may apply REGISTER biennially to the Commission for approval.~~

(2) The Commission shall grant or deny a renewal of ~~an application~~ A REGISTRATION for approval based on the physician's performance in complying with regulations adopted by the Commission.

[13-3308.] 13-3305.

On or before January 1 each year, the Commission shall report to the Governor and, in accordance with § 2-1246 of the State Government Article, the General Assembly on[

(1) Programs approved to operate under this subtitle; and

(2) Physicians] PHYSICIANS certified under this subtitle.

[13-3309.] 13-3306.

Attachment: hb0490E (1330 : Medical Cannabis Dispensary Applicant)

(a) (1) The Commission shall license medical [marijuana] CANNABIS growers that meet all requirements established by the Commission to operate in the State to provide [marijuana] CANNABIS to:

(i) [Programs approved for operation under this subtitle]
PROCESSORS LICENSED BY THE COMMISSION UNDER THIS SUBTITLE;

(ii) Dispensaries licensed by the Commission under this subtitle;
[and]

(iii) Qualifying patients and caregivers; AND

(IV) INDEPENDENT TESTING LABORATORIES REGISTERED WITH THE COMMISSION UNDER THIS SUBTITLE.

(2) (i) Except as provided in subparagraph (ii) of this paragraph, the Commission may license no more than 15 medical [marijuana] CANNABIS growers.

(ii) Beginning June 1, [2016.] 2018, the Commission may issue the number of licenses necessary to meet the demand for medical [marijuana] CANNABIS by qualifying patients and caregivers issued identification cards under this subtitle in an affordable, accessible, secure, and efficient manner.

(iii) The Commission shall establish an application review process for granting medical [marijuana] CANNABIS grower licenses in which applications are reviewed, evaluated, and ranked based on criteria established by the Commission.

(iv) The Commission may not issue more than one medical [marijuana] CANNABIS grower license to each applicant.

(v) A grower shall pay an application fee in an amount to be determined by the Commission consistent with this subtitle.

(3) The Commission shall set standards for licensure as a medical [marijuana] CANNABIS grower to ensure public safety and safe access to medical [marijuana] CANNABIS, which may include a requirement for the posting of security.

(4) Each medical [marijuana] CANNABIS grower agent shall:

(i) Be registered with the Commission before the agent may volunteer or work for a licensed grower; and

(ii) Obtain a State and national criminal history records check in accordance with § 13–3312 of this subtitle.

HOUSE BILL 490

17

1 (5) (i) A licensed grower shall apply to the Commission for a
2 registration card for each grower agent by submitting the name, address, and date of birth
3 of the agent.

4 (ii) 1. Within 1 business day after a grower agent ceases to be
5 associated with a grower, the grower shall:

6 A. Notify the Commission; and

7 B. Return the grower agent's registration card to the
8 Commission.

9 2. On receipt of a notice described in subsubparagraph 1A of
10 this subparagraph, the Commission shall:

11 A. Immediately revoke the registration card of the grower
12 agent; and

13 B. If the registration card was not returned to the
14 Commission, notify the Department of State Police.

15 (iii) The Commission may not register a person who has been
16 convicted of a felony drug offense as a grower agent.

17 (6) (i) A medical [marijuana] CANNABIS grower license is valid for [2]
18 4 years on initial licensure.

19 (ii) A medical [marijuana] CANNABIS grower license is valid for 2
20 years on renewal.

21 (7) An application to operate as a medical [marijuana] CANNABIS grower
22 may be submitted in paper or electronic form.

23 (8) (i) The Commission shall encourage licensing medical [marijuana]
24 CANNABIS growers that grow strains of [marijuana] CANNABIS, including strains with
25 high cannabidiol content, with demonstrated success in alleviating symptoms of specific
26 diseases or conditions.

27 (ii) The Commission shall encourage licensing medical [marijuana]
28 CANNABIS growers that prepare medical [marijuana] CANNABIS in a range of routes of
29 administration.

30 (iii) ~~The Commission shall encourage licensing medical [marijuana]~~
31 ~~CANNABIS growers located in agricultural zones.~~

32 (9) (i) The Commission shall:

1 1. Actively seek to achieve racial, ethnic, and geographic
 2 diversity when licensing medical [marijuana] CANNABIS growers; and

3 2. Encourage applicants who qualify as a minority business
 4 enterprise, as defined in § 14–301 of the State Finance and Procurement Article.

5 (ii) Beginning June 1, 2016, a grower licensed under this subtitle to
 6 operate as a medical [marijuana] CANNABIS grower shall report annually to the
 7 Commission on the minority owners and employees of the grower.

8 (10) An entity seeking licensure as a medical [marijuana] CANNABIS
 9 grower shall meet local zoning and planning requirements.

10 (b) An entity licensed to grow medical [marijuana] CANNABIS under this section
 11 may provide [marijuana] CANNABIS only to:

12 (1) [Programs approved for operation under this subtitle] PROCESSORS
 13 LICENSED BY THE COMMISSION UNDER THIS SUBTITLE;

14 (2) Dispensaries licensed by the Commission under this subtitle;

15 (3) Qualified patients; [and]

16 (4) Caregivers; AND

17 (5) INDEPENDENT TESTING LABORATORIES REGISTERED WITH THE
 18 COMMISSION UNDER THIS SUBTITLE.

19 (c) (1) An entity licensed to grow ~~marijuana~~ CANNABIS under this section may
 20 [distribute marijuana at the grower's facility or at a satellite facility of the grower]
 21 DISPENSE CANNABIS FROM A FACILITY OF A GROWER LICENSED AS A DISPENSARY.

22 (2) A qualifying patient or caregiver may obtain medical [marijuana from
 23 a grower's facility or from a satellite facility of the grower] CANNABIS FROM A FACILITY
 24 OF A GROWER LICENSED AS A DISPENSARY.

25 (3) AN ENTITY LICENSED TO GROW MEDICAL CANNABIS UNDER THIS
 26 SECTION MAY GROW AND PROCESS MEDICAL CANNABIS ON THE SAME PREMISES.

27 (d) An entity licensed to grow medical [marijuana] CANNABIS under this section
 28 shall ensure that safety precautions established by the Commission are followed by any
 29 facility operated by the grower.

HOUSE BILL 490

19

(e) The Commission shall establish requirements for security and the manufacturing process that a grower must meet [in order] to obtain a license under this section, including a requirement for a product-tracking system.

(f) The Commission may inspect [growers] A GROWER licensed under this section to ensure compliance with this [section] SUBTITLE.

(g) The Commission may impose penalties or rescind the license of a grower that does not meet the standards for licensure set by the Commission.

[13-3310.] 13-3307.

(a) A dispensary shall be licensed by the Commission.

(b) To be licensed as a dispensary, an applicant shall submit to the Commission:

(1) An application fee in an amount to be determined by the Commission consistent with this subtitle; and

(2) An application that includes:

(i) The legal name and physical address of the proposed dispensary;

(ii) The name, address, and date of birth of each principal officer and each director, none of whom may have served as a principal officer or director for a dispensary that has had its [registration certificate] LICENSE revoked; and

(iii) Operating procedures that the dispensary will use, consistent with Commission regulations for oversight, including storage of [marijuana] CANNABIS AND PRODUCTS CONTAINING CANNABIS only in enclosed and locked facilities.

(c) The Commission shall:

(1) Establish an application review process for granting dispensary licenses in which applications are reviewed, evaluated, and ranked based on criteria established by the Commission; and

(2) Actively seek to achieve racial, ethnic, and geographic diversity when licensing dispensaries.

(D) (1) A DISPENSARY LICENSE IS VALID FOR 4 YEARS ON INITIAL LICENSURE.

(2) A DISPENSARY LICENSE IS VALID FOR 2 YEARS ON RENEWAL.

1 [(d)] (E) A dispensary licensed under this section or a dispensary agent
2 registered under [§ 13-3311] § 13-3308 of this subtitle may not be penalized or arrested
3 under State law for acquiring, possessing, processing, transferring, transporting, selling,
4 distributing, or dispensing [marijuana] CANNABIS, products containing [marijuana]
5 CANNABIS, related supplies, or educational materials for use by a qualifying patient or a
6 caregiver.

7 (F) THE COMMISSION SHALL ESTABLISH REQUIREMENTS FOR SECURITY
8 AND PRODUCT HANDLING PROCEDURES THAT A DISPENSARY MUST MEET TO OBTAIN
9 A LICENSE UNDER THIS SECTION, INCLUDING A REQUIREMENT FOR A
10 PRODUCT-TRACKING SYSTEM.

11 (G) THE COMMISSION MAY INSPECT A DISPENSARY LICENSED UNDER THIS
12 SECTION TO ENSURE COMPLIANCE WITH THIS SUBTITLE.

13 (H) THE COMMISSION MAY IMPOSE PENALTIES OR RESCIND THE LICENSE
14 OF A DISPENSARY THAT DOES NOT MEET THE STANDARDS FOR LICENSURE SET BY
15 THE COMMISSION.

16 (I) (1) EACH DISPENSARY LICENSED UNDER THIS SECTION SHALL
17 SUBMIT TO THE COMMISSION A QUARTERLY REPORT.

18 (2) THE QUARTERLY REPORT SHALL INCLUDE:

19 (I) THE NUMBER OF PATIENTS SERVED;

20 (II) THE COUNTY OF RESIDENCE OF EACH PATIENT SERVED;

21 (III) THE MEDICAL CONDITION FOR WHICH MEDICAL CANNABIS
22 WAS RECOMMENDED;

23 (IV) THE TYPE AND AMOUNT OF MEDICAL CANNABIS
24 DISPENSED; AND

25 (V) IF AVAILABLE, A SUMMARY OF CLINICAL OUTCOMES,
26 INCLUDING ADVERSE EVENTS AND ANY CASES OF SUSPECTED DIVERSION.

27 (3) THE QUARTERLY REPORT MAY NOT INCLUDE ANY PERSONAL
28 INFORMATION THAT IDENTIFIES A PATIENT.

29 [13-3311.] 13-3308.

30 (a) A dispensary agent shall:

HOUSE BILL 490

21

(1) Be at least 21 years old;

(2) Be registered with the Commission before the agent may volunteer or work [at] FOR a dispensary; and

(3) Obtain a State and national criminal history records check in accordance with § 13–3312 of this subtitle.

(b) A dispensary shall apply to the Commission for a registration card for each dispensary agent by submitting the name, address, and date of birth of the agent.

(c) (1) Within 1 business day after a dispensary agent ceases to be associated with a dispensary, the dispensary shall:

(i) Notify the Commission; and

(ii) Return the dispensary agent's registration card to the Commission.

(2) On receipt of a notice described in paragraph (1) of this subsection, the Commission shall:

(i) Immediately revoke the registration card of the dispensary agent; and

(ii) If the registration card was not returned to the Commission, notify the Department of State Police.

(d) The Commission may not register [a person] AN INDIVIDUAL who has been convicted of a felony drug offense as a dispensary agent.

13–3309.

(A) A PROCESSOR SHALL BE LICENSED BY THE COMMISSION.

(B) TO BE LICENSED AS A PROCESSOR, AN APPLICANT SHALL SUBMIT TO THE COMMISSION:

(1) AN APPLICATION FEE IN AN AMOUNT TO BE DETERMINED BY THE COMMISSION IN ACCORDANCE WITH THIS SUBTITLE; AND

(2) AN APPLICATION THAT INCLUDES:

(I) THE LEGAL NAME AND PHYSICAL ADDRESS OF THE PROPOSED PROCESSOR;

(II) THE NAME, ADDRESS, AND DATE OF BIRTH OF EACH PRINCIPAL OFFICER AND DIRECTOR, NONE OF WHOM MAY HAVE SERVED AS A PRINCIPAL OFFICER OR DIRECTOR FOR A LICENSEE UNDER THIS SUBTITLE THAT HAS HAD ITS LICENSE REVOKED; AND

(III) OPERATING PROCEDURES THAT THE PROCESSOR WILL USE, CONSISTENT WITH COMMISSION REGULATIONS FOR OVERSIGHT, INCLUDING STORAGE OF CANNABIS, EXTRACTS, AND PRODUCTS CONTAINING CANNABIS ONLY IN ENCLOSED AND LOCKED FACILITIES.

(C) THE COMMISSION SHALL ESTABLISH AN APPLICATION REVIEW PROCESS FOR GRANTING PROCESSOR LICENSES IN WHICH APPLICATIONS ARE REVIEWED, EVALUATED, AND RANKED BASED ON CRITERIA ESTABLISHED BY THE COMMISSION.

(D) (1) A PROCESSOR LICENSE IS VALID FOR 4 YEARS ON INITIAL LICENSURE.

(2) A PROCESSOR LICENSE IS VALID FOR 2 YEARS ON RENEWAL.

(E) A PROCESSOR LICENSED UNDER THIS SECTION OR A PROCESSOR AGENT REGISTERED UNDER § 13-3310 OF THIS SUBTITLE MAY NOT BE PENALIZED OR ARRESTED UNDER STATE LAW FOR ACQUIRING, POSSESSING, PROCESSING, TRANSFERRING, TRANSPORTING, SELLING, DISTRIBUTING, OR DISPENSING CANNABIS, PRODUCTS CONTAINING CANNABIS, RELATED SUPPLIES, OR EDUCATIONAL MATERIALS FOR USE BY A LICENSEE UNDER THIS SUBTITLE OR A QUALIFYING PATIENT OR A CAREGIVER.

(F) THE COMMISSION SHALL ESTABLISH REQUIREMENTS FOR SECURITY AND PRODUCT HANDLING PROCEDURES THAT A PROCESSOR MUST MEET TO OBTAIN A LICENSE UNDER THIS SECTION, INCLUDING A REQUIREMENT FOR A PRODUCT-TRACKING SYSTEM.

(G) THE COMMISSION MAY INSPECT A PROCESSOR LICENSED UNDER THIS SECTION TO ENSURE COMPLIANCE WITH THIS SUBTITLE.

(H) THE COMMISSION MAY IMPOSE PENALTIES OR RESCIND THE LICENSE OF A PROCESSOR THAT DOES NOT MEET THE STANDARDS FOR LICENSURE SET BY THE COMMISSION.

13-3310.

(A) A PROCESSOR AGENT SHALL:

1 (1) BE AT LEAST 21 YEARS OLD;

2 (2) BE REGISTERED WITH THE COMMISSION BEFORE THE AGENT MAY
3 VOLUNTEER OR WORK FOR A PROCESSOR; AND

4 (3) OBTAIN A STATE AND NATIONAL CRIMINAL HISTORY RECORDS
5 CHECK IN ACCORDANCE WITH § 13-3312 OF THIS SUBTITLE.

6 (B) A PROCESSOR SHALL APPLY TO THE COMMISSION FOR A REGISTRATION
7 CARD FOR EACH PROCESSOR AGENT BY SUBMITTING THE NAME, ADDRESS, AND
8 DATE OF BIRTH OF THE AGENT.

9 (C) (1) WITHIN 1 BUSINESS DAY AFTER A PROCESSOR AGENT CEASES TO
10 BE ASSOCIATED WITH A PROCESSOR, THE PROCESSOR SHALL:

11 (I) NOTIFY THE COMMISSION; AND

12 (II) RETURN THE PROCESSOR AGENT'S REGISTRATION CARD TO
13 THE COMMISSION.

14 (2) ON RECEIPT OF A NOTICE DESCRIBED IN PARAGRAPH (1) OF THIS
15 SUBSECTION, THE COMMISSION SHALL:

16 (I) IMMEDIATELY REVOKE THE REGISTRATION CARD OF THE
17 PROCESSOR AGENT; AND

18 (II) IF THE REGISTRATION CARD WAS NOT RETURNED TO THE
19 COMMISSION, NOTIFY THE DEPARTMENT OF STATE POLICE.

20 (D) THE COMMISSION MAY NOT REGISTER AN INDIVIDUAL WHO HAS BEEN
21 CONVICTED OF A FELONY DRUG OFFENSE AS A PROCESSOR AGENT.

22 13-3311.

23 (A) THE COMMISSION SHALL REGISTER AT LEAST ONE PRIVATE
24 INDEPENDENT TESTING LABORATORY TO TEST CANNABIS AND PRODUCTS
25 CONTAINING CANNABIS THAT ARE TO BE SOLD IN THE STATE.

26 (B) TO BE REGISTERED AS AN INDEPENDENT TESTING LABORATORY, A
27 LABORATORY SHALL:

28 (1) MEET THE APPLICATION REQUIREMENTS ESTABLISHED BY THE
29 COMMISSION;

1 (2) PAY ANY APPLICABLE FEE REQUIRED BY THE COMMISSION; AND

2 (3) MEET THE STANDARDS AND REQUIREMENTS FOR
3 ACCREDITATION, INSPECTION, AND TESTING ESTABLISHED BY THE COMMISSION.

4 (C) THE COMMISSION SHALL ADOPT REGULATIONS THAT ESTABLISH:

5 (1) THE STANDARDS AND REQUIREMENTS TO BE MET BY AN
6 INDEPENDENT LABORATORY TO OBTAIN A REGISTRATION;

7 (2) THE STANDARDS OF CARE TO BE FOLLOWED BY AN INDEPENDENT
8 TESTING LABORATORY;

9 (3) THE INITIAL AND RENEWAL TERMS FOR AN INDEPENDENT
10 LABORATORY REGISTRATION AND THE RENEWAL PROCEDURE; AND

11 (4) THE BASES AND PROCESSES FOR DENIAL, REVOCATION, AND
12 SUSPENSION OF A REGISTRATION OF AN INDEPENDENT TESTING LABORATORY.

13 (D) THE COMMISSION MAY INSPECT AN INDEPENDENT TESTING
14 LABORATORY REGISTERED UNDER THIS SECTION TO ENSURE COMPLIANCE WITH
15 THIS SUBTITLE.

16 13-3312.

17 (a) In this section, "Central Repository" means the Criminal Justice Information
18 System Central Repository of the Department of Public Safety and Correctional Services.

19 (b) As part of an application to the Central Repository for a State and national
20 criminal history records check, an applicant shall submit to the Central Repository:

21 (1) Two complete sets of legible fingerprints taken on forms approved by
22 the Director of the Central Repository and the Director of the Federal Bureau of
23 Investigation;

24 (2) The fee authorized under § 10-221(b)(7) of the Criminal Procedure
25 Article for access to State criminal history records; and

26 (3) The processing fee required by the Federal Bureau of Investigation for
27 a national criminal history records check.

28 (c) In accordance with §§ 10-201 through 10-228 of the Criminal Procedure
29 Article, the Central Repository shall forward to the Commission and to the applicant the
30 criminal history record information of the applicant.

HOUSE BILL 490

25

(d) If an applicant has made two or more unsuccessful attempts at securing legible fingerprints, the Commission may accept an alternate method of a criminal history records check as permitted by the Director of the Central Repository and the Director of the Federal Bureau of Investigation.

(e) Information obtained from the Central Repository under this section shall be:

(1) Confidential and may not be redisseminated; and

(2) Used only for the registration purpose authorized by this subtitle.

(f) The subject of a criminal history records check under this section may contest the contents of the printed statement issued by the Central Repository, as provided in § 10-223 of the Criminal Procedure Article.

13-3313.

(a) Any of the following persons acting in accordance with the provisions of this subtitle may not be subject to arrest, prosecution, or any civil or administrative penalty, including a civil penalty or disciplinary action by a professional licensing board, or be denied any right or privilege, for the medical use of [marijuana] CANNABIS:

(1) A qualifying patient:

(i) [Enrolled in a program approved under this subtitle who is in possession of an amount of marijuana authorized under the program; or

(ii) In possession of an amount of [marijuana] MEDICAL CANNABIS determined by the Commission to constitute a 30-day supply; OR

(II) IN POSSESSION OF AN AMOUNT OF MEDICAL CANNABIS THAT IS GREATER THAN A 30-DAY SUPPLY IF THE QUALIFYING PATIENT'S CERTIFYING PHYSICIAN STATED IN THE WRITTEN CERTIFICATION THAT A 30-DAY SUPPLY WOULD BE INADEQUATE TO MEET THE MEDICAL NEEDS OF THE QUALIFYING PATIENT;

(2) A grower licensed under [§ 13-3309] § 13-3306 of this subtitle or [an employee of the licensed grower who is acting in accordance with the terms of the license] A GROWER AGENT REGISTERED UNDER § 13-3306 OF THIS SUBTITLE;

(3) [An academic medical center, an employee of the academic medical center, or any other person associated with the operation of a program approved under this subtitle for activities conducted in accordance with the program approved under this subtitle;

(4) A certifying physician;

~~[(5)] (4)~~ A caregiver;

~~[(6)] (5)~~ A dispensary licensed under [§ 13–3310] § 13–3307 of this subtitle or a dispensary agent registered under [§ 13–3311] § 13–3308 of this subtitle; [or]

(6) A PROCESSOR LICENSED UNDER § 13–3309 OF THIS SUBTITLE OR A PROCESSOR AGENT REGISTERED UNDER § 13–3310 OF THIS SUBTITLE; OR

(7) A hospital, MEDICAL FACILITY, or hospice program where a qualifying patient is receiving treatment.

(b) (1) A person may not distribute, possess, manufacture, or use [marijuana] CANNABIS that has been diverted from [a program approved under this subtitle.] a qualifying patient, a caregiver, a licensed grower, or a licensed dispensary.

(2) A person who violates this subsection is guilty of a felony and on conviction is subject to imprisonment not exceeding 5 years or a fine not exceeding \$10,000 or both.

(3) The penalty under this subsection is in addition to any penalties that a person may be subject to for manufacture, possession, or distribution of marijuana under the Criminal Law Article.

13–3314.

(a) This subtitle may not be construed to authorize any individual to engage in, and does not prevent the imposition of any civil, criminal, or other penalties for, the following:

(1) Undertaking any task under the influence of marijuana OR CANNABIS, when doing so would constitute negligence or professional malpractice;

(2) Operating, navigating, or being in actual physical control of any motor vehicle, aircraft, or boat while under the influence of marijuana OR CANNABIS;

(3) Smoking marijuana OR CANNABIS in any public place;

(4) Smoking marijuana OR CANNABIS in a motor vehicle; or

(5) [Smoking] EXCEPT AS PROVIDED IN SUBSECTION (B) OF THIS SECTION, SMOKING marijuana OR CANNABIS on a private property that:

(i) 1. Is rented from a landlord; and

HOUSE BILL 490

27

1 2. Is subject to a policy that prohibits the smoking of
2 marijuana OR CANNABIS on the property; or

3 (ii) Is subject to a policy that prohibits the smoking of marijuana OR
4 CANNABIS on the property of an attached dwelling adopted by one of the following entities:

5 1. The board of directors of the council of unit owners of a
6 condominium regime; or

7 2. The governing body of a homeowners association.

8 **(B) THE PROVISIONS OF SUBSECTION (A)(5) OF THIS SECTION DO NOT**
9 **APPLY TO VAPORIZING CANNABIS.**

10 **[(b)] (C)** This subtitle may not be construed to provide immunity to a person who
11 violates the provisions of this subtitle from criminal prosecution for a violation of any law
12 prohibiting or regulating the use, possession, dispensing, distribution, or promotion of
13 controlled dangerous substances, dangerous drugs, detrimental drugs, or harmful drugs,
14 or any conspiracy or attempt to commit any of those offenses.

15 **[(c)] (D)** This subtitle may not be construed to require a hospital, MEDICAL
16 FACILITY, or hospice program to report to the Commission any disciplinary action taken
17 by the hospital, MEDICAL FACILITY, or hospice program against a certifying physician,
18 including the revocation of privileges, after the ~~approval~~ REGISTRATION of the certifying
19 physician by the Commission.

20 **(E) THIS SUBTITLE MAY NOT BE CONSTRUED TO PROHIBIT A PERSON FROM**
21 **BEING CONCURRENTLY LICENSED BY THE COMMISSION AS A GROWER, A**
22 **DISPENSARY, OR A PROCESSOR.**

23 SECTION 2. AND BE IT FURTHER ENACTED, That this Act is an emergency
24 measure, is necessary for the immediate preservation of the public health or safety, has
25 been passed by a ye and nay vote supported by three-fifths of all the members elected to
26 each of the two Houses of the General Assembly, and shall take effect from the date it is
27 enacted.

Attachment: hb0490E (1330 : Medical Cannabis Dispensary Applicant)



Natalie M. LaPrade

MARYLAND MEDICAL CANNABIS COMMISSION

Frequently Asked Questions (FAQ's)

6/26/2015

- **General Questions**
- **Law & Regulations**
- **Patients**
- **Physicians**
- **Dispensaries**
- **Growers**
- **Processors**

These FAQs are based on DRAFT regulations that have not yet been adopted. FAQs will be continually updated.

General Questions

These FAQs are based on DRAFT regulations that have not yet been adopted. FAQs will be continually updated.

What is the contact information for the Natalie M. LaPrade Medical Marijuana Commission?

- The best means of contacting the office is email: dhmh.medicacannabiscommission@maryland.gov

Where do I find program applications and information updates?

- We anticipate posting applications to the Commission website in September. Additional information will be posted to the site as program milestones are achieved and updates become available.

Can I get help with my application if I come to the Commission office?

- No. The Commission will not offer assistance on filling out applications or other forms. Detailed instructions will accompany the forms. Please note, regulations and other information about Maryland's program remain under review and development, and, as a result, answers to some questions may not yet be available. When published, all application forms will include detailed instructions.

Can the Commission help me understand the medical risks and benefits of cannabis?

- The Commission advises anyone researching medical cannabis as a potential treatment option to speak with his or her physician. The Commission does not provide medical information to individuals and cannot assess a person's suitability for medical cannabis treatment.

Will the Commission refer patients to doctors to obtain written certification?

- No. Ask your doctor to register with the Commission

Where can I read the complete list of regulations regarding medical cannabis in Maryland?

- There is a link to latest draft of the regulations on our homepage: <http://mmmc.maryland.gov/>

When will medical cannabis be available in Maryland?

- Once the regulations are effective, which is likely in September 2015, and all aspects of the program are in place, including the patient, caregiver and physician registries, and licensure for growers, processors and dispensaries, the Commission anticipates medical cannabis could be available to qualifying patients in the second half of 2016.

Can I sign up for an electronic update from the Commission?

- No. We suggest you regularly check the Commission's website for updates.

Why do the Maryland regulations exclude “food” from the permissible types of medical cannabis-infused products? Does this mean that all edible forms of medical cannabis are banned?

- No. Licensed processors will produce cannabis in forms, such as extracts, oils, and tinctures. Some of those products would be suitable for patients and caregivers to use at home to make a wide variety of edible forms of cannabis. Some of these could also be flavored to increase palatability. Patients will need appropriate guidance and education about edible products.
- All “food” produced or sold in Maryland is regulated by the Maryland Office of Food Safety. The Commission has not developed regulations regarding the production of medical cannabis in forms like food.

Will the State have a seed-to-sale system to track inventory and patients?

- No, the Commission will not have a comprehensive seed-to-sale system to track inventory. The Commission is developing a database that will contain information on medical cannabis growers, processors and dispensaries licensed in Maryland, and will hire compliance officers to perform on-site inspections of these licensees. The licensees will be required to maintain comprehensive records on the amount of medical cannabis grown, processed and sold, including information on the disposal of waste.
- The MMCC database will include information from the written certifications on the amount of medical cannabis approved for each qualifying patient. Licensed dispensaries will be required to use the MMCC database system to record sales of medical cannabis. The MMCC database system will maintain a “real-time” balance of the amount of medical cannabis approved and available for purchase by each qualifying patient. The information on the amount of medical cannabis remaining available for each qualifying patient will be accessible by the licensed dispensaries.

Are the Physician registry and Patient registry linked?

- Yes, the MMCC database system does link the physician and patient registries through the written certifications. Each patient may only have one written certification and one certifying physician at a time. After 30 days, a patient may seek renewal of the written certification; the renewal certification supersedes the previous written certification. A certifying physician may terminate a written certification.
- Physicians, patients and caregivers registered with MMCC may view information on the written certifications pertaining to them on the MMCC database system. Agents of dispensaries licensed by MMCC can also view information on written certifications. The information on the MMCC database system will contain unique 25-digit IDs for qualifying patients and written certifications to prevent unauthorized access to the data.

Does the physician have to be registered as a certifying physician before the patient visit in order to provide a written certification for the patient?

- A physician must be registered as a certifying physician before providing a qualifying patient with a written certification. The process for a physician registering with MMCC as a certifying physician can be accomplished on-line in a matter of minutes. The physician will be asked to complete an on-line application with basic information, including name, social security number, business address, e-mail address, telephone number, Maryland Board of Physician (MBP) license number, and controlled dangerous substance (CDS) permit number. The MMCC database system will immediately verify the information submitted and, if the application is complete and the data matches the MBP and CDS records, an e-mail will be sent to the physician. Once the physician responds to the e-mail the

registration process is complete and they can immediately provide a qualifying patient with a written certification.

Does the patient need to be registered before the patient visit in order to obtain a written certification for the patient?

- Yes, the patient must submit an application to MMCC in order to register before a physician can provide a written certification for the patient. The application process to register with MMCC can be completed on-line. The patient must provide basic information, including name, address, date of birth, an image of a government ID, and a recent picture for ID purposes. MMCC staff will review the application and notify the patient of their unique 25-digit ID registration number

Does a patient need an ID card from MMCC?

- No, a patient does not need an ID card from MMCC to participate in the program. The patient must be registered with MMCC in order for a physician to provide a written certification for the patient. The patient will need a government-issued ID card (e.g., driver's license or passport) for proof of identity when purchasing the medical cannabis at a licensed dispensary. A patient can have a copy of the written certification when purchasing medical cannabis at a licensed dispensary. The written certification will also be submitted electronically by the certifying physician by logging onto the website of the commission.

I am a representative of a local government (county, city, township, etc.) where multiple entities will be applying to be growers, processors, or dispensaries of medical cannabis licensed with the Commission. What, if any, formal role will a local government play in the licensure decision-making process?

- Pursuant to statute and/or regulation, an entity seeking licensure with the Commission as a grower, processor, or a dispensary is required to meet all local zoning and planning requirements. There is no further formal procedure set out for input by local government. The Commission, following the path set out for it by the General Assembly, has proposed extensive regulations to ensure that licenses are granted to the applicants who rank highest on criteria including operational plans, safety and security features, experience and training, production control for growers, retail management for dispensaries (including a plan to minimize any negative impact on local communities and businesses), and business and economic factors.

FAQs –Laws & Regulations

These FAQs are based on DRAFT regulations that have not yet been adopted. FAQs will be continually updated.

When will medical cannabis regulations take effect?

- There are a number of important steps that must be completed before regulations can take effect. Currently, the Commission and DHMH are in the process of finalizing regulations. The draft regulations have been published in the *Maryland Register* on June 26. After publication, the draft regulations will be open for public comment for thirty days – until July 27. The Commission anticipates the regulations will take effect in September. Each step that is completed will be posted on our website. The most recent version of the draft regulations is available on our website.

What will be covered by the regulations?

- The regulations will cover all aspects of the medical cannabis program: patients, physicians, growers, processors, dispensaries, independent testing laboratories, inspection, enforcement, and license fees.

Where can I find the most recent version of the draft regulations?

- They are posted on the Commission website.

Why did the Commission change the draft regulation regarding an applicant's race and ethnicity in the license application review sections?

- The Maryland Attorney General's Office was specifically asked to review that section of the January 23, 2015 draft regulations, and responded with a letter that stated that it would be unconstitutional to consider an applicant's race or ethnicity in the award of a license. The letter can be found under the Law & Regulations Tab
- The updated draft regulations includes language that directs the Commission to "encourage applicants who qualify as a minority business enterprise." The spirit and thrust of the statutes seeks diversity in applications for licenses in an effort to have a diverse group of license holders. Thus, as stated in the regulations, the Commission will encourage members of minority groups to have every opportunity to successfully apply for a license.

I am a representative of a local government (county, city, township, etc.) where multiple entities will be applying to be growers, processors, or dispensaries of medical cannabis licensed with the Commission. What, if any, formal role will a local government play in the licensure decision-making process?

- Pursuant to statute and/or regulation, an entity seeking licensure with the Commission as a grower, processor, or a dispensary is required to meet all local zoning and planning requirements. There is no further formal procedure set out for input by local government. The Commission, following the path set out for it by the General Assembly, has proposed extensive regulations to ensure that licenses are granted to the applicants who rank highest on criteria including operational plans, safety and security features, experience and training, production control for growers, retail management for dispensaries (including a plan to minimize any negative impact on local communities and businesses), and business and economic factors.

My physician says he won't register with the Maryland Medical Cannabis Commission to provide me with a written certification because he is afraid he may lose his DEA registration or even be criminally prosecuted.

- Doctors are protected. Thousands of doctors around the nation have been writing recommendations to their patients to use medical cannabis pursuant to state laws since 1996, and have not been prosecuted. Beginning in 2009, the U.S. Department of Justice directed federal prosecutors not to prosecute physicians and patients who were complying with state law. In addition, in December 2014, Congress specifically barred the Department of Justice from spending any funds that interfere in the implementation of various states medical cannabis programs, and specifically included Maryland. Finally, in the only ruling by a high-level federal court regarding physicians recommending medical use of cannabis, the United States Court of Appeals for the Ninth Circuit affirmed an injunction blocking the government from interfering with the First Amendment rights of doctors and patients to speak to each other about medical cannabis, and for a doctor to recommend medical cannabis to their patient.

FAQs – Patients

These FAQs are based on DRAFT regulations that have not yet been adopted. FAQs will be continually updated.

Where can I obtain medical cannabis?

- A Maryland patient can only obtain legal medical cannabis from Maryland-licensed dispensaries. The dispensaries can only obtain their cannabis from Maryland-licensed growers, and their extracts from Maryland-licensed processors.

When can I get medical cannabis?

- The Commission anticipates that licenses for growers and dispensaries will be issued during the winter of 2015-2016. The Commission cannot estimate how long it will take to grow the cannabis and have it inspected to be certain it is pure and meets the specifications for active ingredients, and is ready to distribute to patients.
- The Commission anticipates that medical cannabis may first be available to patients in the second half of 2016.

How do I become a legal patient?

- On the Commission's website, a patient will register by providing name, address, date of birth, and uploading an image of a government ID.
- Once registered, a patient will go to a doctor who has registered with the Commission to obtain a "written certification."

How do I get a "written certification"?

- A patient needs an in-person visit with a registered physician with whom the patient has a "bona fide physician-patient relationship." If the patient meets the physician's criteria for treatment with medical cannabis, the physician will issue a written certification. The physician records the written certification on the Commission's website.

What is a "bona fide physician-patient relationship"?

- It means the physician has examined the patient, reviewed medical records, assessed the patient's medical history, maintains records on the patient, and will provide follow-up care to the patient as needed.

What do I do after I get the "written certification"?

- The patient can go to any dispensary to pick up medical cannabis. Some dispensaries will deliver medical cannabis to the patient's home. The dispensary must check the Commission website to confirm that the patient has a "written certification" and confirm the patient's identity.
- The dispensary will record how much medical cannabis has been dispensed to the patient.

How long will it take to obtain a written certification?

- After the doctor has examined the patient and the patient's records, the physician may issue the patient a written certification.

Will there be a list of physicians who can issue written certifications for medical cannabis?

- The Commission will not publish a list.

For what conditions or diseases can my physician write a written certification?

- Any condition that is severe, for which other medical treatments have been ineffective, and if the symptoms “reasonably can be expected to be relieved” by the medical use of Cannabis.
- In addition, if the patient has a chronic or debilitating disease or medical condition that causes severe loss of appetite, wasting, severe or chronic pain, severe nausea, seizures or severe or persistent muscle spasms, or glaucoma or Post Traumatic Stress Disorder (PTSD).

Do I need a patient ID card?

- No.

I am traveling and I want an ID card. Can I obtain one?

- Yes. A patient ID card is optional. A patient ID card will cost \$50.

How do I apply for a patient ID card?

- You can request an ID card when you receive your written certification or apply for one later.

I lost my patient ID card, or it was stolen or damaged?

- There will be a process to apply for a replacement card.
- A replacement card will cost \$100.

How much medical cannabis (dried flower) can a qualifying patient possess at one time?

- No more than 120 grams — or approximately four ounces, unless a physician makes a special determination that a patient needs more.

Is there a maximum amount of THC in an extract that a patient can get in a month?

- Yes, 36 grams of THC.

Will cannabis oil be considered a type of medical cannabis?

- Yes, if the cannabis oil is produced by a Maryland-licensed processor.

How will patient confidentiality be assured?

- Federal law (HIPAA) requires that we — along with physicians and dispensaries — protect patient privacy and confidentiality. Our database will meet HIPAA standards and protect patient confidentiality.

I want to become a caregiver. How can I become one?

- Caregivers are only appointed by patients. If a patient selects you to be a caregiver, you must submit an application through the Commission’s website. Caregivers cannot care for more than five qualifying patients.

Can patients cultivate their own cannabis? Can a caregiver cultivate cannabis for patients?

- No, Maryland law will not allow this.

Where can I legally travel with medical cannabis?

- A legal patient may travel to any location in the state of Maryland. Maryland cannot authorize you to travel to other states or countries. Possession of cannabis is against federal law. Most states do not recognize legal medical cannabis. Many medical cannabis states will not recognize the validity of out-of-state medical cannabis authorizations.

My child needs medical cannabis. Can he or she get it legally?

- Children who meet their physician's criteria for treatment can become legal patients in Maryland. However, children must have a parent or guardian serve as a caregiver.

Can veterans get medical cannabis?

- Veterans can obtain medical cannabis in the same way as other patients, but not from the Veterans Affairs health system. Veterans need to make sure that using medical cannabis will not disqualify them from Veterans Affairs health system procedures they might need.

Is there financial relief for patients who can't afford medical cannabis?

- Providing any financial relief for patients will be a decision made by individual dispensaries.

What if a qualifying patient changes their mailing address?

- The patient who changes their address should notify the Commission within 3 days. It can be done easily by visiting the Commission's website.

What if I want to obtain medical cannabis from a different dispensary?

- A patient may obtain medical cannabis from a dispensary of their choice. The patient's written certification will be recorded in the Commission's database and can be confirmed by any licensed dispensary.

What happens if I am stopped by law enforcement?

- Patients do not have to disclose that they possess medical cannabis and do not have to consent to a search. However, if a search is conducted and medical cannabis is found, the patient should present their patient ID card or direct law enforcement to our database.

I don't want to smoke cannabis. Will edible medical cannabis products be available in Maryland?

- Medical cannabis will be available in forms which can be vaporized which is not smoking, or as extracts, lotions, ointments, tinctures, etc. Some extracts can be added to foods at home. Edible cannabis products will not be available from dispensaries in Maryland.

Will health insurers cover the cost of medical cannabis?

- Health insurers are not required to cover the cost of medical cannabis. Private health insurers are free under Maryland law to develop policies that will cover medical cannabis.

What fees do patients have to pay the Commission to get medical cannabis?

- Patients do not have to pay the Commission to register. Dispensaries do not have to pay the Commission to check that a patient has been issued a written certification.
- There are no fees, unless a qualifying patient desires an ID card.

Are there special reduced fees for seniors?

- There are no reduced fees for seniors.

Is there a residency requirement to participate in the medical cannabis program?

- Any person who lives in Maryland can participate in the program. A person from out-of-state who is in the state for the purpose of receiving medical care can be issued a written certification and obtain medical cannabis.

Will Maryland dispensaries recognize other state medical cannabis ID cards?

- Not at this time.

Can you provide me with information on replacing opioids with medical cannabis for treatment of chronic pain?

- That is a medical question that the Commission cannot answer. You need to discuss this question with your physician.

My employer tests for drug use including cannabis. Can they test me if I am a medical cannabis patient? Can they fire me if I use medical cannabis?

- Maryland law does not prevent an employer from testing for use of cannabis (for any reason) or taking action against an employee who tests positive for use of cannabis (for any reason).

Are there drugs that are known to interact with medical cannabis for which my physician would exclude my qualification in the program?

- This is a question for your physician.

Do I need to go to a special clinic to get a medical cannabis card?

- No. Any licensed physician in good standing in Maryland can register with the Medical Cannabis Commission to issue certifications to qualify patients to obtain and use medical cannabis. Ask your primary care physician if she or he is registered, and discuss whether medical cannabis would benefit your medical condition.
- There is no need to pay any person or organization any fee other than the fee your physician charges for the doctor visit.

My primary care physician does not think that medical cannabis is a good idea, but I think it has benefited my condition. What can I do?

- Patients often seek a second opinion from another physician. Patients may have a complex medical condition that is not responding well to conventional treatment or find the side effects and risks of a treatment are unacceptable.
- A patient may establish a bona fide physician patient relationship with any licensed Maryland physician who is in good standing, who is or plans to register with the Medical Cannabis Commission in order to be evaluated to determine if the patient will benefit from the use of medical cannabis.
- The Commission will not be posting a list of such physicians, but physicians who specialize in the treatment of certain conditions or the use of certain specialized techniques or interventions often advertise.

Will the State have a seed-to-sale system to track inventory and patients?

- No, the Commission will not have a comprehensive seed-to-sale system to track inventory. The Commission is developing a database that will contain information on medical cannabis growers,

processors and dispensaries licensed in Maryland, and will hire compliance officers to perform on-site inspections of these licensees. The licensees will be required to maintain comprehensive records on the amount of medical cannabis grown, processed and sold, including information on the disposal of waste.

- The MMCC database will include information from the written certifications on the amount of medical cannabis approved for each qualifying patient. Licensed dispensaries will be required to use the MMCC database system to record sales of medical cannabis. The MMCC database system will maintain a “real-time” balance of the amount of medical cannabis approved and available for purchase by each qualifying patient. The information on the amount of medical cannabis remaining available for each qualifying patient will be accessible by the licensed dispensaries.

Are the Physician registry and Patient registry linked?

- Yes, the MMCC database system does link the physician and patient registries through the written certifications. Each patient may only have one written certification and one certifying physician at a time. After 30 days, a patient may seek renewal of the written certification; the renewal certification supersedes the previous written certification. A certifying physician may terminate a written certification.
- Physicians, patients and caregivers registered with MMCC may view information on the written certifications pertaining to them on the MMCC database system. Agents of dispensaries licensed by MMCC can also view information on written certifications. The information on the MMCC database system will contain unique 25-digit IDs for qualifying patients and written certifications to prevent unauthorized access to the data.

Does the physician have to be registered as a certifying physician before the patient visit in order to provide a written certification for the patient?

- A physician must be registered as a certifying physician before providing a qualifying patient with a written certification. The process for a physician registering with MMCC as a certifying physician can be accomplished on-line in a matter of minutes. The physician will be asked to complete an on-line application with basic information, including name, social security number, business address, e-mail address, telephone number, Maryland Board of Physician (MBP) license number, and controlled dangerous substance (CDS) permit number. The MMCC database system will immediately verify the information submitted and, if the application is complete and the data matches the MBP and CDS records, an e-mail will be sent to the physician. Once the physician responds to the e-mail the registration process is complete and they can immediately provide a qualifying patient with a written certification.

Does the patient need to be registered before the patient visit in order to obtain a written certification for the patient?

- Yes, the patient must submit an application to MMCC in order to register before a physician can provide a written certification for the patient. The application process to register with MMCC can be completed on-line. The patient must provide basic information, including name, address, date of birth, an image of a government ID, and a recent picture for ID purposes. MMCC staff will review the application and notify the patient of their unique 25-digit ID registration number

Does a patient need an ID card from MMCC?

- No, a patient does not need an ID card from MMCC to participate in the program. The patient must be registered with MMCC in order for a physician to provide a written certification for the patient. The patient will need a government-issued ID card (e.g., driver's license or passport) for proof of identity when purchasing the medical cannabis at a licensed dispensary. A patient can have a copy of the written certification when purchasing medical cannabis at a licensed dispensary. The written certification will also be submitted electronically by the certifying physician by logging onto the website of the commission.

Why do persons who want to volunteer to work at a licensed medical cannabis grower facility or licensed medical cannabis dispensary have to submit to a criminal background check? Who is a “volunteer?”

- The General Assembly described all the persons who work or are affiliated with a licensed medical cannabis grower in the definition of “medical cannabis grower agent” to include “an owner, an employee, a volunteer, an officer, or a director.” Similarly, the General Assembly defined “dispensary agent” to mean “an owner, a member, an employee, a volunteer, an officer, or a director.” The General Assembly also required that all grower agents and dispensary agents have a criminal background check.

FAQs – Physicians

These FAQs are based on DRAFT regulations that have not yet been adopted. FAQs will be continually updated.

What are my responsibilities to my patients who want medical cannabis?

- A physician's professional obligations to prospective medical cannabis patients are not different from those for any other patient. A physician is not required to qualify a patient for medical cannabis. The physician is expected to assess a patient's medical history and medical condition, and recommend treatment that they think is appropriate.

What must I do to register with the Commission?

- Physicians must register via a form on the Commission's website and renew every two years.
- Physicians who register are called "certifying physicians" because they can issue written certifications to their patients to obtain and use medical cannabis.
- You will need to specify the conditions or diseases that you plan to treat, and any criteria for including or excluding patients.

What are the general legal standards for determining if a patient qualifies for medical cannabis?

- You and the patient must have a "bona fide physician-patient relationship."
- The patient's condition must be severe, other medical treatments have been ineffective, and the symptoms reasonably can be expected to be relieved by the medical use of cannabis.

What is a "bona fide physician-patient relationship?"

- Maryland law defines this term. Essentially it is a treatment or counseling relationship between a physician and patient in which the physician reviews the patient's relevant medical records, completes an in person assessment of the patient's medical history and current medical condition, creates and maintains medically standardized records, expects to monitor patient program and takes any medically indicated action to follow up.

Are there conditions that qualify for treatment with medical cannabis?

- Yes, if the patient has a chronic or debilitating disease or medical condition that results in being admitted into hospice or receiving palliative care.
- If the patient has a chronic or debilitating disease or medical condition that causes (or is receiving treatment for a chronic or debilitating disease or medication condition that causes): cachexia, anorexia, wasting syndrome, severe or chronic pain, severe nausea, seizures, or severe or persistent muscle spasms.
- If the patient has glaucoma or post-traumatic stress disorder (PTSD).

If I have a patient I think would benefit from medical cannabis, what do I do?

- Once you determine that your patient's treatment, disease, or medical condition qualifies him or her for medical cannabis, you or your staff will go to the Commission website to issue your patient a "written certification."
-

What information will be contained on the written certification?

- Patient name, address, date of birth, physician's name, the date of patient qualification, and medical condition(s).

How often should a physician follow-up with a patient?

- A Physician should direct a patient to follow-up as you think is medically appropriate.
- At minimum, the physician must perform an in-person, evaluation once every 365 days, with additional evaluation to be performed at the discretion of the physician, to continue to issue a written certification to the patient.

Can a physician revoke a patient's certification?

- Yes, a physician may amend or revoke a certification on any medical grounds or if the patient no longer meets the physician's inclusion criteria or the patient now meets the physician's exclusion criteria.
- Two examples of exclusion criteria are that the physician suspects that the patient is abusing cannabis or the patient is diverting cannabis to others.

Will the Commission make a list of certifying physicians available to the public?

- No. The Commission will not maintain a list of certifying physicians.

Will the Commission refer prospective patients to certified physicians?

- No, we will not be referring patients.

My primary care physician does not think that medical cannabis is a good idea, but I think it has benefited my condition. What can I do?

- Patients often seek a second opinion from another physician. Patients may have a complex medical condition that is not responding well to conventional treatment or find the side effects and risks of a treatment are unacceptable.
- A patient may establish a bona fide physician patient relationship with any licensed Maryland physician who is in good standing, who is or plans to register with the Medical Cannabis Commission in order to be evaluated to determine if the patient will benefit from the use of medical cannabis.
- The Commission will not be posting a list of such physicians, but physicians who specialize in the treatment of certain conditions or the use of certain specialized techniques or interventions often advertise.

Will the State have a seed-to-sale system to track inventory and patients?

- No, the Commission will not have a comprehensive seed-to-sale system to track inventory. The Commission is developing a database that will contain information on medical cannabis growers, processors and dispensaries licensed in Maryland, and will hire compliance officers to perform on-site

inspections of these licensees. The licensees will be required to maintain comprehensive records on the amount of medical cannabis grown, processed and sold, including information on the disposal of waste.

- The MMCC database will include information from the written certifications on the amount of medical cannabis approved for each qualifying patient. Licensed dispensaries will be required to use the MMCC database system to record sales of medical cannabis. The MMCC database system will maintain a “real-time” balance of the amount of medical cannabis approved and available for purchase by each qualifying patient. The information on the amount of medical cannabis remaining available for each qualifying patient will be accessible by the licensed dispensaries.

Are the Physician registry and Patient registry linked?

- Yes, the MMCC database system does link the physician and patient registries through the written certifications. Each patient may only have one written certification and one certifying physician at a time. After 30 days, a patient may seek renewal of the written certification; the renewal certification supersedes the previous written certification. A certifying physician may terminate a written certification.
- Physicians, patients and caregivers registered with MMCC may view information on the written certifications pertaining to them on the MMCC database system. Agents of dispensaries licensed by MMCC can also view information on written certifications. The information on the MMCC database system will contain unique 25-digit IDs for qualifying patients and written certifications to prevent unauthorized access to the data.

Does the physician have to be registered as a certifying physician before the patient visit in order to provide a written certification for the patient?

- A physician must be registered as a certifying physician before providing a qualifying patient with a written certification. The process for a physician registering with MMCC as a certifying physician can be accomplished on-line in a matter of minutes. The physician will be asked to complete an on-line application with basic information, including name, social security number, business address, e-mail address, telephone number, Maryland Board of Physician (MBP) license number, and controlled dangerous substance (CDS) permit number. The MMCC database system will immediately verify the information submitted and, if the application is complete and the data matches the MBP and CDS records, an e-mail will be sent to the physician. Once the physician responds to the e-mail the registration process is complete and they can immediately provide a qualifying patient with a written certification.

Does the patient need to be registered before the patient visit in order to obtain a written certification for the patient?

- Yes, the patient must submit an application to MMCC in order to register before a physician can provide a written certification for the patient. The application process to register with MMCC can be completed on-line. The patient must provide basic information, including name, address, date of birth, an image of a government ID, and a recent picture for ID purposes. MMCC staff will review the application and notify the patient of their unique 25-digit ID registration number

My physician says he won't register with the Maryland Medical Cannabis Commission to provide me with a written certification because he is afraid he may lose his DEA registration or even be criminally prosecuted.

- Doctors are protected. Thousands of doctors around the nation have been writing recommendations to their patients to use medical cannabis pursuant to state laws since 1996, and have not been prosecuted. Beginning in 2009, the U.S. Department of Justice directed federal prosecutors not to prosecute physicians and patients who were complying with state law. In addition, in December 2014, Congress specifically barred the Department of Justice from spending any funds that interfere in the implementation of various states medical cannabis programs, and specifically included Maryland. Finally, in the only ruling by a high-level federal court regarding physicians recommending medical use of cannabis, the United States Court of Appeals for the Ninth Circuit affirmed an injunction blocking the government from interfering with the First Amendment rights of doctors and patients to speak to each other about medical cannabis, and for a doctor to recommend medical cannabis to their patient.

Why do persons who want to volunteer to work at a licensed medical cannabis grower facility or licensed medical cannabis dispensary have to submit to a criminal background check? Who is a "volunteer?"

- The General Assembly described all the persons who work or are affiliated with a licensed medical cannabis grower in the definition of "medical cannabis grower agent" to include "an owner, an employee, a volunteer, an officer, or a director." Similarly, the General Assembly defined "dispensary agent" to mean "an owner, a member, an employee, a volunteer, an officer, or a director." The General Assembly also required that all grower agents and dispensary agents have a criminal background check.

Are there limits to "the reasons the physician may deny issuing a written certification of medical cannabis" (10.62.03.01A (5))?

- One obvious reason that the physician may deny issuing a written certification is that the condition with which the patient presents is outside the field of practice and specialty of the physician. A reason that a physician may specify as an exclusion criterion, and terminate a written certification is that the physician has, in the course of his education and research, determined that the patient is not an appropriate patient for medical cannabis. A physician is free to define his or her exclusion criteria as narrowly or broadly as they think may be appropriate for their practice.

FAQs – Dispensaries

These FAQs are based on DRAFT regulations that have not yet been adopted. FAQs will be continually updated.

How will dispensaries be licensed?

- Prospective dispensary operators will submit an application for a license in each Senatorial district in which the applicant is seeking a license. All applications will be reviewed and ranked by the Commission and its review team. Applications will be ranked on the evaluation of their merit. The weights for the criteria for issuing licenses to operate a dispensary will be in the regulations, which will be posted on the website.

Will the application process be online?

- Once the regulations are final, the process will be explained on the website.

Where will dispensaries be located?

- State law does not limit the number of dispensaries in Maryland. However, the Commission is proposing that there be no more than two dispensaries located in each of the 47 legislative districts in the state, not including the dispensary of a licensed grower who may hold a dispensary license. The following is a link to Maryland's senatorial districts:
<http://msa.maryland.gov/msa/mdmanual/05sen/html/sendist.html>.

What services will a dispensary be able to provide?

- Dispensaries may distribute medical cannabis in processed form or dried flower. Dispensaries will also be permitted to supply devices to administer medical cannabis.
- Dispensaries may offer delivery services to patients.

Will there be a list of licensed dispensaries?

- We will post a list of licensed dispensaries on the website.

Will dispensaries be subject to state inspection?

- Yes, all dispensaries located in Maryland will be subject to state inspection.

When will the application for dispensary licenses be available?

- The Commission anticipates that the regulations will become final in September 2015. At that point the Commission will post the instructions and application for a dispensary license on its website.

When will dispensary licenses be awarded?

- The Commission anticipates that dispensary licenses will be awarded mid-December-January.

How will awardees be notified?

- The Commission will notify awardees promptly.

Will I be able to check the status of my application during the review process?

- No.

Can a dispensary lose its license?

- Yes. The Commission is authorized to inspect dispensaries on an ongoing basis. In the case of a major deficiency, or a failed inspection, the Commission may take action, including revoking a license to dispense medical cannabis.

What would a Maryland medical cannabis dispensary look like in my neighborhood?

- A medical cannabis dispensary in Maryland is not going to look very different from other businesses or medical facilities currently located in your neighborhood. The Commission's regulations and application process are designed so that the successful applicants for medical cannabis dispensary licenses will operate facilities that will not deviate from the character of the streetscape where they are located, and not offend or disrupt the character of the local community.
- Maryland law provides that all medical cannabis dispensaries must comply with local zoning and planning requirements. The Maryland Medical Cannabis Commission will not license any operation that does not have local zoning and planning board approval. This means that local rules that govern other medical or retail facilities, where they may be located, and the signage that they are permitted to use will apply to medical cannabis dispensaries in the community. Failure to carry out the plans spelled out in the dispensary application could result in a fine of \$5,000 or the suspension or revocation of the license.

Is the consumption of medical cannabis allowed at the premises of a license dispensary?

- No; consumption on the premises is not allowed. The regulations require patients to sign a statement that they understand that they are not immune from any prohibition on smoking cannabis in a public place or in a motor vehicle, or on private property where it is prohibited by the property owner. Dispensary operators who violate the regulations or medical cannabis law are subject to fine and the suspension or revocation of their license.

Regarding zoning and planning approvals, when do I need to provide them to the Commission as part of my license application?

- Evidence that the licensed premises comply with all zoning planning requirements does not need to be finalized until stage 2 of the application process.

I have located property for my dispensary that is zoned for commercial purposes. Is that satisfactory to the commission?

- The Commission will rely upon the zoning and planning approval issued by the local jurisdiction. The local jurisdiction will determine whether a zoning designation that permits retail or commercial activity includes dispensing of medical cannabis. The applicant should take steps to assure that the local jurisdiction has interpreted its zoning code to mean that a commercial or retail zoning designation includes dispensing medical cannabis.

Why do the Maryland regulations exclude “food” from the permissible types of medical cannabis-infused products? Does this mean that all edible forms of medical cannabis are banned?

- No. Licensed processors will produce cannabis in forms, such as extracts, oils, and tinctures. Some of those products would be suitable for patients and caregivers to use at home to make a wide variety of edible forms of cannabis. Some of these could also be flavored to increase palatability. Patients will need appropriate guidance and education about edible products.
- All “food” produced or sold in Maryland is regulated by the Maryland Office of Food Safety. The Commission has not developed regulations regarding the production of medical cannabis in forms like food.

Why do persons who want to volunteer to work at a licensed medical cannabis grower facility or licensed medical cannabis dispensary have to submit to a criminal background check? Who is a “volunteer?”

- The General Assembly described all the persons who work or are affiliated with a licensed medical cannabis grower in the definition of “medical cannabis grower agent” to include “an owner, an employee, a volunteer, an officer, or a director.” Similarly, the General Assembly defined “dispensary agent” to mean “an owner, a member, an employee, a volunteer, an officer, or a director.” The General Assembly also required that all grower agents and dispensary agents have a criminal background check.

The application for a grower, processor and dispensary license requires “a record of tax payments in all jurisdictions in which an applicant has operated as a business for the 5 years before the filing of the application.” Does this mean that only applicants that have been in business for five years can apply for a grower, processor or dispensary license?

- No. If an applicant is a newly created corporation, then the applicant would not have any record of taxes paid, and the application is satisfied by noting that fact. If the applicant has been in business for two years, then it should have a record of having paid taxes for the prior two years. If the applicant has been in business for 15 years, then it need only provide the record of payments for the past 5 years.

The Applications for a grower, processor or dispensary license require a “preliminary site plan,” a “security plan,” a “plan for quality control,” a “plan for inventorying, safekeeping and tracking,” and a “disposal plan.” This seems to suggest that the “security plan” would involve an architectural drawing. But if the actual premises won’t be leased until after the issuance of a pre-approval for a license, would those drawings may need to be drawn twice? Is this correct?

- No. To be consistent, the regulation requires “a plan for security.” The Commission is not looking for a drawing, but instead is looking for a narrative of the plan for security that will spell out how the applicant will comply with the regulations governing safety, security, lighting, surveillance, training, etc.

FAQs – Growers

These FAQs are based on DRAFT regulations that have not yet been adopted. FAQs will be continually updated.

How will growers be licensed?

- After applications are submitted, an independent review team will review and rank applications based on criteria set forth in the regulations. The team will send a report on the review and ranking to the Commission. The Commission will vote on pre-approvals for licenses. Once applications are pre-approved, prospective licensees will need to finalize a location for their facility, obtain local zoning and planning approvals, begin construction and hire and train staff. (Stage 1)
- Then facilities will be inspected to confirm that the facility and the proposed production process meet the requirements of the regulations and the terms of the approved application. Once these inspections are completed, final licenses will be granted and licensees can begin cultivating and producing medical cannabis. (Stage 2)

Will the application process be online?

- Once the regulations are final, the process will be explained on the website.

When will the application for grower licenses be available?

- The Commission anticipates soliciting Stage 1 applications from prospective growers in the fall of 2015.

When will grower licenses be awarded?

- The Commission anticipates that grower licenses will be awarded in the winter of 2015-2016.

How will criteria be weighted during the review process?

- The applicants' business plans, site plans, security plans, grow plans, and quality control plans will be given the most weight during the review process as provided by the draft regulations.

What are the full criteria for issuing a grower license?

- The full criteria will be set forth in the final regulations which will be posted on the Commission website.

Will I be able to check the status of my application during the review process?

- No.

Once I submit an application, can I amend it?

- No, except to provide updated information about owners, managers, etc., as stipulated in the regulations.

Where will grow facilities be located?

- Growers can choose any location in Maryland as long as the activity and location are permitted by local zoning ordinances.

How will growers interact with independent testing labs?

- Growers will contract with one or more independent testing laboratories for the laboratory to test every batch of medical cannabis to assure that every batch meets approved specifications.

Will growers be subject to state inspection?

- Yes; all growers in Maryland will be subject to inspection.

Regarding zoning and planning approvals, when do I need to provide them to the Commission as part of my license application?

- Evidence that the licensed premises comply with all zoning planning requirements does not need to be finalized until stage 2 of the application process.

For my growing facility, I have located potential property that is zoned for agricultural production. Is that satisfactory to the commission?

- The Commission will rely upon the zoning and planning approval issued by the local jurisdiction. The local jurisdiction will determine whether a zoning designation that permits agricultural production included production of medical cannabis. The applicant should take steps to assure that the local jurisdiction has interpreted its zoning code to mean that an agricultural production zoning designation includes production of medical cannabis.

If our organization obtains a license to be a *grower* and a license to be a *processor*, may we locate both of those operations at a single location?

- Yes. Insofar as the premises comply with local zoning and planning codes, and are constructed and organized to maintain security, cleanliness, safety and the required inventory controls, a grower facility and a processor facility may be located on the same property.

If our organization obtains a license to be a *dispensary* and a license to be a *processor*, may we locate both of the operations to be carried out under these separate licenses at a single location?

- No. The Commission is concerned that the laboratory and extraction activities that are permitted under a processor license are industrial in character, and inappropriate to locate in the retail or professional areas where dispensaries will commonly be located.

Some states provide that there is a maximum or minimum number of plants that can be grown by a licensed grower. What is the number for Maryland?

- The Maryland regulations do not specify a minimum or maximum number of plants that a licensed grower must or may cultivate.

The application for a grower, processor and dispensary license requires “a record of tax payments in all jurisdictions in which an applicant has operated as a business for the 5 years before the filing of the application.” Does this mean that only applicants that have been in business for five years can apply for a grower, processor or dispensary license?

- No. If an applicant is a newly created corporation, then the applicant would not have any record of taxes paid, and the application is satisfied by noting that fact. If the applicant has been in business for two years, then it should have a record of having paid taxes for the prior two years. If the applicant has been in business for 15 years, then it need only provide the record of payments for the past 5 years.

The Applications for a grower, processor or dispensary license require a “preliminary site plan,” a “security plan,” a “plan for quality control,” a “plan for inventorying, safekeeping and tracking,” and a “disposal plan.” This seems to suggest that the “security plan” would involve an architectural drawing. But if the actual premises won’t be leased until after the issuance of a pre-approval for a license, would those drawings may need to be drawn twice? Is this correct?

- No. To be consistent, the regulation requires “a plan for security.” The Commission is not looking for a drawing, but instead is looking for a narrative of the plan for security that will spell out how the applicant will comply with the regulations governing safety, security, lighting, surveillance, training, etc.

FAQs – Processors

These FAQs are based on DRAFT regulations that have not yet been adopted. FAQs will be continually updated.

How will processors be licensed?

- Prospective processors will submit applications for licenses that will be reviewed and ranked according to criteria set forth in the regulations. Based on the ranking, the chosen applicants will get a pre-approval of a license from the Commission. Then each applicant will demonstrate their financial capacity, finalize their location, get zoning and planning permissions, construct their facility, train their staff, and establish their production procedures. Then they will be inspected and get a license to start production.

Will the application process be online?

- Once the regulations are final, the process will be explained on the website.

Where will processors be located, and how many will be licensed?

- Processors can be located anywhere in Maryland.
- There is no limit on the number of processors. The Commission will issue pre-approvals for licenses to the number of processors necessary to supply the demand for medical cannabis concentrates and medical cannabis infused products in a range of routes of administration desired by patients.

How will the Commission rank applications during the license review process?

- The Commission will rank applications according to the factors set forth in the regulations for issuing license pre-approvals.

What are the criteria for issuing a processor license?

- The criteria are set forth in the regulations. Draft regulations are posted on the Commission website. The website will be updated as the regulations move through the approval process.

Will I be able to check the status of my application during the review process?

- No.

Once I submit an application, can I amend it?

- With the addition of new investors (of more than 5 percent), managers, or directors, as stipulated in the regulations.

What services will a processor be able to provide?

- A processor will process usable medical cannabis into medical cannabis concentrates, or medical cannabis-infused products.

What is a medical cannabis-infused product?

- A cannabis-infused product means an oil, wax, ointment, salve, tincture, capsule, suppository, dermal patch, cartridge or other product containing medical cannabis concentrate, or usable cannabis that has been processed so that the dried leaves and flowers are integrated into other material.

Can a processor process medical cannabis into an *edible* medical cannabis-infused product?

- No.

Will processed medical cannabis concentrates and cannabis-infused products be subject to independent laboratory testing before release?

- Yes. All products will be subject to independent laboratory testing to assure that the medicine is pure and meets the processor's specifications.

Will there be a list of licensed processors available?

- We will post list of licensed processors on the website.

Will processors be subject to state inspection?

- Yes; all processors in Maryland will be subject to inspection.

How will processors interact with growers?

- Processors will contract with one or more licensed growers to obtain medical cannabis to process. There will need to be careful inventory controls, specified in the draft regulations and the licensed processors' standard operating procedures.

Can licensed processors obtain medical cannabis from growers outside Maryland?

- No.

Can licensed processors transport outside Maryland?

- No.

How will processors interact with dispensaries?

- Processors will contract with dispensaries to distribute their products. They will need to follow inventory controls, specified in the draft regulations, and in the standard operating procedures of the processors and dispensaries.

When will the application for processor licenses be available?

- The Commission anticipates soliciting Stage 1 applications from prospective processors in the fall of 2015.

When will processor licenses be awarded?

- The Commission anticipates that processor licenses will be awarded in the winter of 2015-2016.

How will awardees be notified?

- Awardees will be promptly notified.

Can a processor lose their license?

- Yes. The Commission has the authority to inspect processors on an ongoing basis. In the case of a major deficiency or a failed inspection, the Commission may discipline the licensee, including by revoking the processor's license.

Are there any packaging requirements for finished products processed by licensed processors?

- Yes. The draft regulations list the requirements for packaging and labeling of medical cannabis finished products.

Regarding zoning and planning approvals, when do I need to provide them to the Commission as part of my license application?

- Evidence that the licensed premises comply with all zoning planning requirements does not need to be finalized until stage 2 of the application process.

Why do the Maryland regulations exclude “food” from the permissible types of medical cannabis-infused products? Does this mean that all edible forms of medical cannabis are banned?

- No. Licensed processors will produce cannabis in forms, such as extracts, oils, and tinctures. Some of those products would be suitable for patients and caregivers to use at home to make a wide variety of edible forms of cannabis. Some of these could also be flavored to increase palatability. Patients will need appropriate guidance and education about edible products.
- All “food” produced or sold in Maryland is regulated by the Maryland Office of Food Safety. The Commission has not developed regulations regarding the production of medical cannabis in forms like food.

If our organization obtains a license to be a *grower* and a license to be a *processor*, may we locate both of those operations at a single location?

Yes. Insofar as the premises comply with local zoning and planning codes, and are constructed and organized to maintain security, cleanliness, safety and the required inventory controls, a grower facility and a processor facility may be located on the same property.

If our organization obtains a license to be a *dispensary* and a license to be a *processor*, may we locate both of the operations to be carried out under these separate licenses at a single location?

No. The Commission is concerned that the laboratory and extraction activities that are permitted under a processor license are industrial in character, and inappropriate to locate in the retail or professional areas where dispensaries will commonly be located.

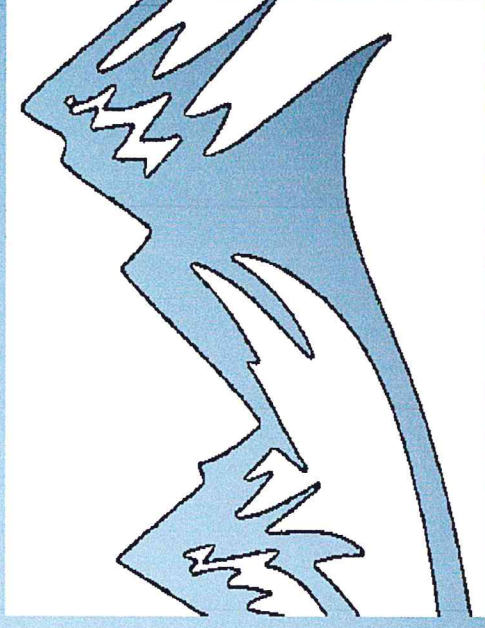
The application for a grower, processor and dispensary license requires “a record of tax payments in all jurisdictions in which an applicant has operated as a business for the 5 years before the filing of the application.” Does this mean that only applicants that have been in business for five years can apply for a grower, processor or dispensary license?

- No. If an applicant is a newly created corporation, then the applicant would not have any record of taxes paid, and the application is satisfied by noting that fact. If the applicant has been in business for two years, then it should have a record of having paid taxes for the prior two years. If the applicant has been in business for 15 years, then it need only provide the record of payments for the past 5 years.

The Applications for a grower, processor or dispensary license require a “preliminary site plan,” a “security plan,” a “plan for quality control,” a “plan for inventorying, safekeeping and tracking,” and a “disposal plan.” This seems to suggest that the “security plan” would involve an architectural drawing. But if the actual premises won’t be leased until after the issuance of a pre-approval for a license, would those drawings may need to be drawn twice? Is this correct?

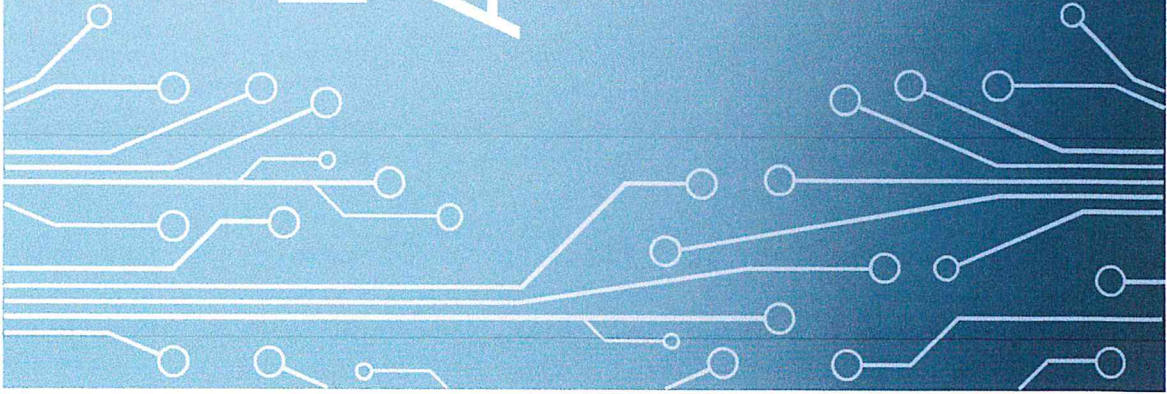
- No. To be consistent, the regulation requires “a plan for security.” The Commission is not looking for a drawing, but instead is looking for a narrative of the plan for security that will spell out how the applicant will comply with the regulations governing safety, security, lighting, surveillance, training, etc.

This document was last updated on 8/26/2015



HOYE-CREST APOTHECARY

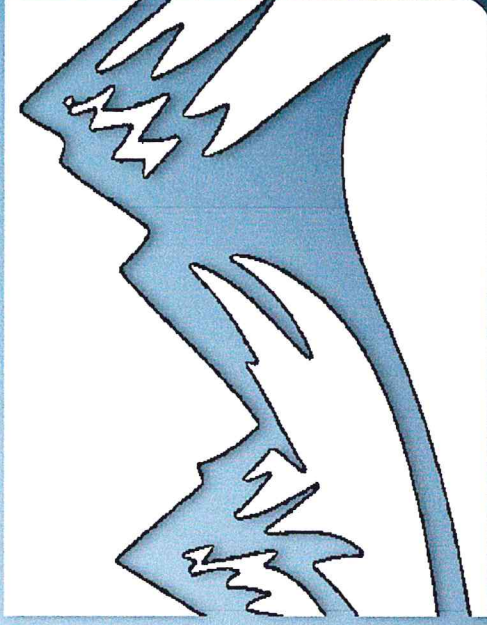
THE HIGHEST LEVEL OF CARE



MISSION STATEMENT

Our commitment is to enhance the well-being of our patients by providing

- The highest level of quality patient care,
- Accurate and relevant education, and
- Top-of-the-line innovative product offerings.



OUR MODEL IMPLEMENTS THE FOLLOWING:

EXPERIENCED IN PHARMACEUTICAL

Traditional pharmacy operations model

- Clinical setting
- Physician/Pharmacist-directed
- Patient privacy
- Best practices
- Strictly adhering to federal regulations

HEALTH CARE SYSTEM COLLABORATION

Supporting Maryland's decision for *medical* cannabis

- Conducting research and documenting statistics
- Monitoring dosing and reporting results
- Partnering with State agencies, associations, universities and health care systems

COMMITMENT TO EDUCATION

Serving the community as a resource and a means for education

- Changing perspectives
- Patient Dignity
- Truth in Marketing
- Physicians of Record as advisors and advocates

OUR MODEL IMPLEMENTS THE FOLLOWING:

SECURITY AND SAFETY PROTOCOLS

Extensive security plan to ensure neighborhood safety

- Monitoring premises, products and employees
- Patient protection and confidentiality
- Minimizing cash on hand
- Minimal neighborhood impact

PREVENTING USE AMONG CHILDREN

Recognizing the importance of its role in safeguarding use from youth and adolescents

- Working with the National Institute on Drug Abuse
- Teen Advisory Committee
- Educational summits on the *medical* benefits and effects

SUBSTANCE ABUSE PREVENTION PLAN

Implementing and monitoring a rigorous approach to abuse

- Vetted policies and procedures consistent with:
 - NIDA
 - AP_hA
 - Executive Office of the President of the US
- Utilizing MD and PharmD during patient intake visit

OUR MODEL IMPLEMENTS THE FOLLOWING:

INCREASING LOCAL JOBS

Hiring members of our team from within the community

- 10-12 full-time positions
- Competitive benefits package
- Encouraging education
- Building community programs and responding to important needs

LOCAL AGRICULTURE PROGRAMS

Valuing the significance of waste reduction

- Using products to create a bio-rich fertilizer
- Community Garden
- Best Buddies and local farmers
- Donating food to homeless shelters

DRIVING FUTURE LEGISLATION

Educating and advocating for the validity of our field

- Setting industry standards
- Drafting solid legislation
- Foundation for future growth
- Collaborating with impacted organizations
- Creating sound regulatory models

MANAGING MEMBERS

- **KIERA SEARS, JD**

- Lawyer, Lobbyist, Research analyst
- Authored 556-page Nevada MME application that secured provisional license to operate; built two previous MM facilities
- Authored extensive MME legislative language adopted as law in NV 78th Legislative Session
- Authored political white paper to Obama Administration removing research requirement
- Avid runner

- **HAIM HAVIV, ESQ, ACCOUNTANT**

- International Business Development and Investments specialist
- Co-leading a worldwide network of over 260 partner organizations
- Supporting implementation of 23 international development projects in 17 countries
- Served as Director of Investments for a foreign government, an accountant with Ernst & Young, and attorney to \$2B corp.
- Avid cyclist

TEAM

- **PETER HOLBROOK, MD FAAP, MCCM**

- Former Chief Medical Officer and Director of ICU for Children's National Medical Center
- Harvard University Fellow
- National Institute of Health Pediatric Consultant
- Chairman of Committee on Pediatric Critical Care of the American Board of Pediatrics
- Published over 70 papers in medical literature

- **VINCENT SORDELLO**

- Founder, COO and Co-Manager at HS Pharmaceuticals
- Focusing on the development of novel therapeutics attacking cancer and cancerous cells while healing complex and infected wounds and burns
- Direct collaboration with the Medical Research Council in Cambridge, Great Britain
- Former JP Morgan Investment Banker

TEAM

- **TRACEY DAVIS, PharmD, RPh**
- Principal Advisor, Pharmacy Expert to RCS Corporation
- Pharmacy Supervisor, Kaiser Permanente Health Plan Mid-Atlantic States
- Clinical Pharmacist, Washington Hospital Center
- Pharmacist, CVS Pharmacy and OMV Medical Inc.
- Panel Member, DC State Advisory Panel on Special Education
- Board Member, Advocates for Justice in Education 2003-present
- **ARI MITTLEMAN, MPA**
- Partner, Roberti and White
- Most recently served as National Finance Director in the historic 2012 reelection of Senator Bob Casey, Jr. (D-PA), in addition to various other advisory roles
- Governmental relationships in over 15 states with numerous diverse business and community leaders.
- Previously work in Osijek with the most prominent NGO in the Republic of Croatia, Centar za Mir.
- Strong ties to the Israeli community and its leaders both in the US and abroad

THANK YOU



Discussion Items: Review of City Sidewalk Policy

SUBJECT: Review of City Sidewalk Policy

SECTION: Discussion Items

BACKGROUND:

The staff is recommending revisions to the City sidewalk policy. The current policy was approved by the City Council in 2006.

During the University Hills Sidewalk and Streets Renovation planning sessions, several residents expressed concern over the City's requirement for sidewalk installation and the inconsistencies between the policy and Article VII of the City Charter. In response, the staff was asked to review the policy, its applicability, and effectiveness.

The staff reviewed the policy and determined that there is indeed some ambiguity in the requirements for sidewalk installation and in the procedures for requesting an exception. Article VII of the Charter however, is not applicable as it pertains to sidewalk installation to adjoin adjacent properties and applying assessments. Prior to finalizing our recommendations and making revisions, the staff wants to clarify salient points and provide an opportunity for Council input and dialog. Staff recommends the following revisions or clarifications:

- Sidewalk installation will remain a requirement for all new road, street and sidewalk repair/renovation in the City of Hyattsville. However, the policy will provide clearer guidance for staff analysis, resident input, criteria and the process for exemption. NOTE: Having sidewalks throughout neighborhoods provides for additional layers of pedestrian safety, encourages walkability and creates connectivity.
- Sidewalk installation while required, will not happen as a singular event. During the design phase, the staff must consider the impact of sidewalk installation on traffic, street location (interior/external), stormwater mitigation, tree health, canopy cover, neighborhood aesthetics, walkability, bikeability, safety, and other environmental factors deemed important to the decision making process.
- Sidewalks will only be recommended for installation if supported by some combination of the above factors as well as City road classifications, street network, construction and geometry. The requirement must also be consistent with federal, state and county laws.
- The policy will contain guidance for when sidewalks can be removed (hazards etc).
- The policy will clarify the process for opting out (petition process). Staff recommends that if more than 50% of property owners want to request an exception to sidewalk installation, they



Discussion Items: Review of City Sidewalk Policy

must submit a petition during the design phase. The petition will be received and reviewed by the City Clerk prior to being forwarded to the applicable staff for a review, analysis, and impact considerations. The Clerk will schedule a public hearing for residents to express concerns to the Mayor and Council. Once the staff analysis and recommendation is completed, the action will be forwarded to Council for discussion and a decision.

- The detailed petition process with time frames will be included in the policy revision.

NEXT STEPS:

Staff finalize the draft policy, obtain a legal review and provide to Council for action and adoption.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Continued staff review

STRATEGIC GOALS

Goal: Goal 1 – Ensure Transparent and Accessible Governance


Tracey Nicholson, City Administrator 10/30/2015



Discussion Items: Revisions to Chapters 114, 105 & 68

SUBJECT: Revisions to Chapters 114, 105 & 68

SECTION: Discussion Items

BACKGROUND:

The purpose of this item is to discuss requested revisions to the following Chapters of the City Code:

Chapter 114: Amends the parking restrictions to so that no parking is allowed close to driveway apron;

Chapter 105: Clarifies that permits for driveways are governed by Chapter 68 as well as Chapter 105;

Chapter 68: Affirms that certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained.

A memorandum providing additional details is attached to this item.

NEXT STEPS:

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

Goal: Goal 3 – Promote a Safe and Vibrant Community


Tracey Nicholson, City Administrator 10/29/2015



Memo

To: Mayor and Council
Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant CA, Director, Community & Economic Development

CC: Lesley Riddle, Director, Public Works
Douglas K. Holland, Chief of Police
Chris Giunta, Manager, Code & Parking Compliance

Date: October 28, 2015

Re: Proposed Revisions to Chapters 114, 68 and 105

Summary

The purpose of this memorandum is to detail requested revisions to the following Chapters of the City Code:

- Chapter 114: Amends the parking restrictions to so that no parking is allowed close to driveway apron;
- Chapter 105: Clarifies that permits for driveways are governed by Chapter 68 as well as Chapter 105;
- Chapter 68: Affirms that certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained.

Background Details

Chapter 114: Amends the parking restrictions to so that no parking is allowed close to driveway apron;

The City Code does not include a specified distance by which a vehicle may park from a driveway apron. Over the past several years, the City has received requested calls for service from both the Police Department and Office of Code Compliance for vehicles obstructing residential driveway aprons. The language included in this section is vague, leaving it to the discretion of staff to determine whether or not the vehicle in question is in fact obstructing the apron. Staff is recommending the City Council consider revisions to Chapter 114 for the purpose of establishing a standard distance apron distance of 3'.

Chapter 105: Clarifies that permits for driveways are governed by Chapter 68 as well as Chapter 105;

The purpose of this administrative amendment is for Chapter 105 to cross reference the applicable Chapter 68 of the City Code regarding driveway permit requirements.

Chapter 68: Affirms that certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained.

The purpose of this amendment is to eliminate existing language that provides a set date of April 1, 2009 for existing non-conforming to retrofit driveways in order to meet the design standards of impervious surfaces defined in Chapter 68-8. The revision also provides a cross reference to Chapter 105 regarding the securing of a driveway permit.

Code Advisory Committee

On April 9, 2015, the Code Advisory Committee reviewed the recommended revisions to the respective Chapters and adopted the following comments and recommendations:

*Article III, Paved Surfaces, 68-8. The Committee previously voted to suggest inserting the following language at the end of 68-8, C. **Adding gravel to an existing gravel driveway, over the existing gravel footprint, will be considered maintenance and will not require a permit.** In regards to 68-9 D, make change from permitting by Code to permitting by DPW consistent by replacing Code Compliance with Department of Public Works. DPW has actually been doing the permitting for some period of time. It is also suggested that staff clarify which department handles exceptions as referenced in 68-8, D., E. & F.*

114-16, J General restriction [parking near driveway aprons]. The measurement used should be three feet from a driveway apron. When this first came before the Committee there was a lot of discussion about people parking across their own driveway or allowing others to do so. Parking enforcement has license plate readers which would identify a resident's address. Any guests could play musical cars, so that the owner's vehicle would be across the drive. All suggested that enforcement should be worked out civilly.

105-37. Permit required. [curb cuts, driveways connecting to streets] Approved as submitted.

Recommendation

Staff is recommending that the City Council adopt each of the recommended ordinances as presented.

DRAFT

October 13, 2014

**CITY OF HYATTSVILLE
ORDINANCE 2014-0__**

**An Ordinance whereby the City Council amends parking restrictions so that
no parking is allowed close to driveway aprons.**

WHEREAS, Maryland Annotated Code, The Local Government Article, Section 5-202 grants to municipal corporations of the State of Maryland, including the City of Hyattsville, the power to protect the health, comfort and convenience of their citizens; and

WHEREAS, the Mayor and City Council deem it in the best interest of its citizens to be able to access their driveways.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Hyattsville in regular session assembled that Section 114-16 of the Hyattsville Code is hereby amended to read as follows:

§ 114-16. General restrictions. [Amended on 3-27-11 by HO-2011-01 and 12-2-13 by HO-2013-07]

In addition to the prohibitions and regulations contained in §§21-1003 and 21-1004 of the Transportation Article of the Annotated Code of Maryland, it shall be unlawful for any person to park or leave standing any vehicle at any time on any street or highway in the city if such vehicle or any part thereof is within any of the following locations:

- A. Within fifteen (15) feet in either direction from a bus stop sign.
- B. For the duration of an emergency, within twenty-five (25) feet of any sign or device posted by or with permission of the City Administrator, the Public Works Department or Police Department indicating that parking is prohibited because of an emergency, unless such sign or device sets forth the area in which parking is prohibited because of an emergency, then, in such cases, within the designated area.
- C. At a location contrary to directions given by any member of the Police Department or Fire Department to keep clear fire lines or police lines or to facilitate the flow of traffic at or near the scene of a fire, accident or other emergency, provided that the prohibition of parking at such a location is made known to the person so parking.
- D. On any sidewalk or on any property adjacent to the roadway and in the public right of way.
- E. In front of any barricade or sign that has been placed for the purpose of closing a street.
- F. Within twenty-five (25) feet of any temporary traffic calming device. [Added 1-17-84 by HB No. 3-84]
- G. Alongside or opposite any street excavation or obstruction when such parking will interfere with traffic. [Added 1-17-84 by HB No. 3-84]

H. At a location which will reduce the width of the open roadway in either direction to less than ten (10) feet along a street or will obstruct a clear passageway along the same for fire apparatus or any other vehicle. [Added 1-17-84 by HB No. 3-84]

I. In any alley unless parking in such alley is specifically allowed.

J. **WITHIN THREE (3) FEET OF ANY PART OF A DRIVEWAY APRON OR** at a location which **IMPEDES THE ACCESS TO, OR** obstructs the entrance to any private driveway or the entrance to any buildings or garage or prevents passage over and upon any private driveway or private vehicle entrance connecting private property with an abutting street. [Added 1-17-84 by HB No. 3-84]

* * *

AND BE IT FURTHER ORDAINED that if any provision of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other applications of the Ordinance which can be given effect without the invalid provision or applications, and to this end, all the provisions of this Ordinance are hereby declared to be severable;

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect twenty (20) days from the date of its adoption;

AND BE IT FURTHER ORDAINED that a fair summary of this ordinance shall forthwith be published twice in a newspaper having general circulation in the City and otherwise be made available to the public.

INTRODUCED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2014.

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2014.

Adopted: _____

Attest: _____

Mayor

[] indicate deletions

CAPS/**BOLD** indicate additions

Asterisks * * * Indicate matter retained in existing law but omitted herein

DRAFT

October 14, 2014

**CITY OF HYATTSVILLE
ORDINANCE 2014-0__**

**An Ordinance whereby the City Council clarifies that permits for driveways
are governed by Chapter 68 as well as Chapter 105.**

WHEREAS, Maryland Annotated Code, The Local Government Article, Section 5-202 grants to municipal corporations of the State of Maryland, including the City of Hyattsville, the power to protect the health, comfort and convenience of their citizens; and

WHEREAS, the Mayor and City Council deem it in the best interest of its citizens to make sure the City Code provisions are internally consistent.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Hyattsville in regular session assembled that Section 105-37 of the Hyattsville Code is hereby amended to read as follows:

§ 105-37. Permit required.

No person shall cut or cause to be cut any curb for a private or public driveway connecting with any of the public streets of the City or construction or cause to be constructed any private or public driveway connecting with any of the public streets of the City, or both cut such curb and construct such driveway, without a duly authorized permit issued by the Director of the Department of Public Works. **(NOTE: SEE ALSO SECTIONS 68-8 AND 9).**

AND BE IT FURTHER ORDAINED that if any provision of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other applications of the Ordinance which can be given effect without the invalid provision or applications, and to this end, all the provisions of this Ordinance are hereby declared to be severable;

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect twenty (20) days from the date of its adoption;

AND BE IT FURTHER ORDAINED that a fair summary of this ordinance shall forthwith be published twice in a newspaper having general circulation in the City and otherwise be made available to the public.

INTRODUCED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2014.

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2014.

Adopted: _____

Attest: _____
Mayor

[] indicate deletions
CAPS/**BOLD** indicate additions
Asterisks * * * Indicate matter retained in existing law but omitted herein

DRAFT

October 14, 2014

**CITY OF HYATTSVILLE
ORDINANCE 2014-0__**

An Ordinance whereby the City Council deems for certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained.

WHEREAS, Maryland Annotated Code, The Local Government Article, Section 5-202 grants to municipal corporations of the State of Maryland, including the City of Hyattsville, the power to protect the health, comfort and convenience of their citizens; and

WHEREAS, the Mayor and City Council deem it in the best interest of its citizens to clarify for citizens legal uses and permitting for impervious surfaces.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Hyattsville in regular session assembled that Section 68-8 of the Hyattsville Code is hereby amended to read as follows:

ARTICLE III

Paved Surfaces

§68-8. Impervious surfaces on residential properties. [Amended 3-15-04 by HO-2004-04, Amended 5-3-05 by HO-2005-06]

A. Notwithstanding the Prince George's County Code provisions relating to impervious surface coverage, the impervious surface area of the front yard of any residential property in the City of Hyattsville shall not exceed twenty-five percent (25%) of the total area of the front yard.

B. Definitions.

(1) "front yard" shall mean in addition to the definition in this Chapter, that for buildings on corner lots where the building faces an intersection rather than either of the streets, the front yard shall be the triangular area between the paved streets and a line drawn across that side of the building nearest the street and facing the intersection.

(2) "impervious surface" shall include, but not be limited to, concrete, asphalt, pavers, brick, and gravel, and all paved and prepared drivable surfaces pursuant to §114-72.1 of this Code. Non-drivable surfaces, including a sidewalk no wider than 42", shall not be counted as impervious surface for purposes of this subsection.

C. Any properly permitted impervious surface coverage existing on April 1, 2004 that does not comply with the restrictions contained in this section shall be deemed a legal nonconforming use ~~until April 1, 2009 and may be repaired.~~ Any replacement of the impervious surface shall conform to the requirements of this section. Replacement means any work on at least fifty percent (50%) of the impervious surface for any reason. ~~However, after April 1, 2009 all such legal non-conformance uses must cease and be in compliance with this chapter.~~

§68-9. Paving and driveway permit. [Amended 3-15-04 by HO-2004-04, Amended 5-3-05 by HO-2005-06]

A. No person may install, widen, extend, or enlarge, or allow to remain in place any impervious surface, including gravel, in the front yard of residential property in the City of Hyattsville without first obtaining a paving and driveway permit **PURSUANT TO THIS SECTION AND TO SECTION 105-37 OF THIS CODE** from the ~~Code Compliance~~ **THE DEPARTMENT OF PUBLIC WORKS**. Further it shall be unlawful to allow to remain in place any impervious surface not in conformity with this Code.

B. The application for a permit shall contain all information relevant and necessary to determine whether the permit may be issued, including, but not limited to:

(1) the applicant's full name, current address, telephone number and proof of identity and the name, address and telephone number of the property owner, if not the same as that of the applicant;

(2) a full description of the proposed installation, including the material to be installed, the amount of the material that will be installed, the square footage of the area to be covered, and the specific location on the property of the proposed installation; and

(3) a site plan or other plan or plat acceptable to the Director of the Department of Public Works drawn to scale reflecting the location of all structures on the property, any and all existing impervious surfaces, the total square footage of all impervious surfaces currently located on the property, the total area of the lot or property in question and the zoning of the property.

C. At the time of filing a paving permit application, the applicant shall pay a permit fee of fifty dollars (\$50.00). The permit fee shall accompany the application. A late fee of twenty-five dollars (\$25.00) shall be assessed for failing to apply for the permit prior to beginning work.

D. Code Compliance shall be responsible for issuing permits or exceptions under this article. The application for a permit may be denied, granted or granted with reasonably necessary conditions. The applicant may appeal the denial of a permit or a special exception to the City Administrator or his/her designee pursuant to §69-7 of this code.

E. The Head of Code Enforcement or his/her designee may grant an exception to the restriction contained in section 68-8(A) above, when an applicant can prove to the Director's satisfaction:

(1) that the applicant must exceed the impervious surface coverage limitation in order to install such surface for medical reasons (*i.e.*, To construct a ramp to access a house or provide parking for a handicapped person who resides at the property); or

(2) that the applicant cannot otherwise provide for any off-street parking on their property.

F. Code Compliance may only grant an exception for the minimum amount necessary and may impose reasonably necessary conditions. In no event shall an exception allow the impervious surface area in the front yard of a residential property to exceed a total of fifty percent (50%) of the total area of the front yard or violate any county, state or federal law as to impervious surfaces

AND BE IT FURTHER ORDAINED that if any provision of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other applications of the Ordinance which can be given effect without the invalid provision or applications, and to this end, all the provisions of this Ordinance are hereby declared to be severable;

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect twenty (20) days from the date of its adoption;

AND BE IT FURTHER ORDAINED that a fair summary of this ordinance shall forthwith be published twice in a newspaper having general circulation in the City and otherwise be made available to the public.

INTRODUCED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2014.

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2014.

Adopted: _____

Attest: _____

Mayor

[] indicate deletions

CAPS/**BOLD** indicate additions

Asterisks * * * Indicate matter retained in existing law but omitted herein

Code Compliance Advisory Committee Meeting

April 9, 2015

Attending:

Paul Koch, Chairperson

Nina Faye, Secretary

Pat Yinkey, Member

Gloria Felix-Thompson, Member

Joy M. Jeffries, Member

Robert Croslin, Council Member, Committee Liaison

Edouard Haba, Council Member

Carl Nielsen, Council Candidate Ward 1

Kevin Ward, Council Candidate Ward 1

AGENDA:

Approval of March Minutes

Code Compliance Advisory Committee Policies and Procedures

Residential Parking changes proposed by the City in a Memo to Council

Discussion on drafts changes to:

68-8.

An ordinance whereby the City Council deems for certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained. Section 68-8.

Fences and Walls 68-7 Article 2

114-16

An ordinance whereby the City Council amends the parking restrictions so that no parking is allowed close to driveway aprons. 114-16

105-37

An Ordinance whereby the City Council clarifies that permits for driveways are governed by Chapter 68 as well as Chapter 105, Section 105-37.

65-8.

An Ordinance whereby the City forbids in residential areas the use of temporary structures and tents for parking and storage or to accumulate itemsSection 65.8.

Paul Koch called the Meeting to order at 7:04. Prior to the meeting being called to order, a resident discussed having received a parking ticket for parking in front of the Post Office, where she thought the signs and curb painting were confusing.

Pat moved that the Committee Minutes from the March 18 Meeting be approved. Gloria seconded. All voted in favor.

Gloria presented a draft of Policies and Procedures for the Committee that she and Nina and Paul created. Previously agendas and minutes were submitted to the City Clerk. The City Administrator has recently changed that to them being submitted to the Assistant City Administrator. The procedures were edited to reflect that routing, adding the City Administrator to the distribution list for Minutes. Gloria made a motion to accept the edited Policies and Procedures. Joy seconded. All voted in favor. A copy of the Policies and Procedures is attached to this document.

Nina and Gloria had worked on a document presenting the Committee's Motions and suggestions for Residential Parking. The only new addition was that the amount of "free" parking time should be specified on all Residential Parking District signs. Pat made a motion to add the sign language to the recommendations to Council. Joy seconded. Gloria made a motion that the document be e-mailed to all Council members and that Nina read the document verbatim before Council at the next Council Meeting. Joy seconded. All voted in favor.

Mr. Haba introduced a letter from a couple who live near the Prince George's Plaza Metro Station and have many problems with parking in their Parking District. There was a discussion of how matters come before the Committee. Kevin Ward asked how the process works for regulations for each parking district.

Article III, Paved Surfaces, 68-8. The Committee previously voted to suggest inserting the following language at the end of 68-8, C. **Adding gravel to an existing gravel driveway, over the existing gravel footprint, will be considered maintenance and will not require a permit.** In regards to 68-9 D, Nina proposed suggesting making the changes from permitting by Code to permitting by DPW consistent by replacing Code Compliance with Department of Public Works. DPW has actually been doing the permitting for some period of time. It is also suggested that staff clarify which department handles exceptions as referenced in 68-8, D., E. & F. Joy seconded. Pat, Nina, Paul, and Joy voted in favor. Gloria voted no.

Fences and Walls, 68-7. Despite Paul having sent everyone e-mail copies, several members did not have them and had not studied the issue. Pat explained that this ordinance had been a problem for some time. Nina mentioned there were a number of aspects that needed addressing. Gloria made a motion to table it until the next meeting. Pat seconded. All voted in favor.

114-16, J General restriction [parking near driveway aprons]. Pat made a motion that suggested the measurement used be three feet from a driveway apron. Gloria seconded. All voted in favor. Nina mentioned that when this first came before the Committee there was a lot of discussion about people parking across their own driveway or allowing others to do so. Gloria suggested that parking enforcement had license plate readers which would identify a resident's address. Any guests could play musical cars, so that the owner's vehicle would be across the drive. All suggested that enforcement should be worked out civilly.

105-37. Permit required. [curb cuts, driveways connecting to streets] Gloria made a motion that the Committee approve this as submitted. Pat seconded. All voted in favor.

65-8. Storage Bins, Dumpsters and Permits. Paul discussed the history of the totally new ordinance that Chris related to the Committee when it was first discussed. In a prior meeting, Nina had made a motion to reject the entire ordinance as no longer being needed. Joy related complaints about how Pods look. Gloria mentioned home resale values and that someone was doing business out of one on Hamilton. It was suggested that the illegal business was covered elsewhere in the Code. The rental aspect of Pods was discussed. Nina mentioned the language of the Code which as currently written would prohibit all sorts of storage containers like Rubber Maid toy boxes, tool boxes, wood boxes, patio and deck benches, etc. Paul suggested sending the Ordinance back to Code staff and asking for clarification of what they were trying to accomplish. Paul made a motion that he would phone Chris and ask if 65-8 were needed any longer. Nina seconded. Paul, Nina, Pat, and Gloria voted in favor. Joy voted no.

The next meeting will be May 20. Pat made a motion to adjourn. Nina seconded. All in favor. The meeting adjourned at .

Minutes submitted by Nina S. Faye, Secretary

(Minutes approved by the Committee, May 20, 2015)

Policies and Procedures of the Code Compliance Advisory Committee.

Elections:

In the first three month of each calendar year (or when a position becomes vacant) the members of the committee shall hold elections for the position of Committee Chair, Vice Chair and Secretary. Officers shall be elected by a majority vote of committee members in attendance.

Meetings:

The chair shall set the date and time of committee meetings and will coordinate with the city to reserve meeting space and calendar listings. The chair shall create the agenda and forward it with supporting documents to the committee members. A copy of the agenda shall be e-mailed to the Assistant City Administrator.

The Chair shall conduct the meeting. Committee members and residents should wait to be recognized. Decorum shall prevail at all times.

Minutes:

The secretary shall take minutes of each meeting (in his/her absence the chair shall appoint a person to take the minutes). The secretary shall distribute a draft of the meeting minutes to the committee members, council liaisons and staff, who may have been present, prior to the next meeting. Once minutes have been approved, the secretary shall send those minutes via e-mail to the Chair, the Assistant City Administrator, and the City Administrator.

The committee shall at the discretion of the chair or by majority vote operate under *Roberts Rules of Order*.

Adopted by the Committee April 9, 2015

Code Compliance Advisory Committee Motions

April 9, 2015

The following Motions have been voted on and passed by the Committee.

Article III, Paved Surfaces, 68-8. The Committee previously voted to suggest inserting the following language at the end of 68-8, C. **Adding gravel to an existing gravel driveway, over the existing gravel footprint, will be considered maintenance and will not require a permit.** In regards to 68-9 D, make change from permitting by Code to permitting by DPW consistent by replacing Code Compliance with Department of Public Works. DPW has actually been doing the permitting for some period of time. It is also suggested that staff clarify which department handles exceptions as referenced in 68-8, D., E. & F.

114-16, J General restriction [parking near driveway aprons]. The measurement used should be three feet from a driveway apron. When this first came before the Committee there was a lot of discussion about people parking across their own driveway or allowing others to do so. Parking enforcement has license plate readers which would identify a resident's address. Any guests could play musical cars, so that the owner's vehicle would be across the drive. All suggested that enforcement should be worked out civilly.

105-37. Permit required. [curb cuts, driveways connecting to streets] Approved as submitted.



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 11/2/2015 8:00 PM
Department: Community Services
Prepared by: Jake Rollow
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1334)

9.4

Discussion Items: Magruder Park Courtyard

SUBJECT: Magruder Park Courtyard

SECTION: Discussion Items

BACKGROUND:

I move that the Mayor & Council amend the January 31, 2015, agreement with NZI Construction to include work to be done for concrete preparation and installation in the Magruder Park Courtyard at a cost not to exceed \$12,173.

NEXT STEPS:

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

Goal: Goal 5 – Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community


Tracey Nicholson, City Administrator 10/29/2015



MEMO TO: Tracey E. Nicholson, City Administrator
 CC: Jake Rollow, Director of Community Services
 Lesley Riddle, Director of Public Works
 FROM: Cheri Everhart, Recreation Event Coordinator
 DATE: October 28, 2015
 SUBJECT: Magruder Park Courtyard Project

In 2010, the City pursued the development of a project to commemorate the life of a notable local resident. Conversations with the family and their representatives led to the idea of a project to redevelop part of Magruder Park.

In April 2012, the Mayor and City Council passed motion 72-04-12, authorizing the expenditure of \$50,000 to develop the Magruder Park Courtyard to honor the memory of the notable local resident. In addition, the Mayor and City Council entered into a contract for the production and installation of the Courtyard. The contract approved by the City Attorney, and was signed in January 2013. The project cost includes artist fees, production and installation, and was encumbered in FY12 from prior year capital improvement bonds designated for park improvements.

Invoices for the project are due upon the completion of each stage of the project. Invoices 1 and 2 for \$25,000 were paid following completion of the preliminary design and execution of the contract. The remaining balance of \$25,000 will be due following the fabrication of the pieces and installation.

The project was delayed due to the artist's schedule. The pieces have been fabricated and are being stored in the fabricator's warehouse awaiting site preparation and installation. The tentative time frame for installation will be Summer 2016. A community dedication will be planned shortly after installation is completed.

The City has received a proposal from NZI Construction Corp. for site preparation, including excavation of soil and installation of concrete footings in the garden circle at Magruder Park. The quote for site preparation totals \$12,173 and will be paid for out of the capital improvement bond used to fund the original project.

The City is also concerned by vandalism at the park, and how it could impact this installation. With that in mind, we plan to install an additional security camera in the area, and to have a protective varnish painted onto the installation. We have also notified the family of our concern, and that we cannot guarantee the safety of the installation.

NZI CONSTRUCTION CORP.

11601 Spruce Avenue
 Beltsville, MD 20705
 (301) 937-8990
 (301) 937-2514 Fax

Proposal

DATE	OUR JOB No.
5/13/2015	14-01
SHIP TO:	
Magruder Park Jim Henson Sculpture	

To: City of Hyattsville
 4310 Gallatin Street
 Hyattsville MD 20781
 Attn: Mr. Joe Buckholtz

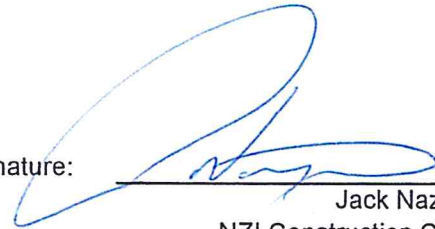
We hereby propose to furnish, in accordance with specifications below or on, attached pages, all labor and material necessary to complete the following:

Qty	Description	Unit	Total
	<u>Concrete Foundation for Statue</u>		
1.00 ls	Excavate 36" of soil for foundation	\$3,000.00	\$3,000.00
1.00 ls	Form and Install concrete footing 36" deep	\$8,333.00	\$8,333.00
168 sf	Remove and replace concrete sidewalk.	\$5.00	\$840.00
	**Proposed benches to be installed on existing concrete.		
Total Proposal Amount			\$12,173.00

Payment to be made as follows:

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above or attached specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Signature: _____



Jack Nazario
 NZI Construction Corp.

Acceptance of Proposal

The above or attached prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.
 Payment will be made as outlined.

Signature: _____

Signature: _____

Date of Acceptance: _____

CONTRACT FORM – CITY OF HYATTSVILLE**AGREEMENT**

THIS AGREEMENT is made this 31 day of January, 2015, by and between **THE CITY OF HYATTSVILLE**, a municipal corporation of the State of Maryland, hereinafter referred to as the “City,” and **NZI Construction Corporation**, hereinafter referred to as “Contractor”.

RECITALS

WHEREAS, the Hyattsville City Council authorized the City Administrator to enter into a contract regarding 2014 – 2015 Infrastructure projects including Banner, Buchanan, 41st and Crittenden Street, University Hills Sidewalk and Street Renovation, Melrose Trail Improvements, Banner, Buchanan, and 40th Street renovation, Storm Water Mitigation at Nicholson Street and miscellaneous curb, gutter, street milling, paving , installation of retaining walls and other infrastructure work required by the Department of Public Works, hereafter named the “Project” in an amount not to exceed \$1,500,000.00.

WHEREAS, the Contractor and the City pursuant to that authorization are entering into this Agreement for the above Project pursuant to Prince Georges County Contract Award , No. 893-8 /H (D)/A, Transforming Neighborhood Initiative (TNI) Road Improvements, in an amount not to exceed \$1,859,425.00 and executed on or about September 24, 2014. A copy of this contract is hereby incorporated within, in exchange for the same unit price fee schedule as bid and accepted by Prince George’s County and offer to the City.

TERMS

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein and other good and valuable consideration, the sufficiency of which is hereby mutually acknowledged, the City and Contractor agree as follows:

ARTICLE I. SCOPE OF SERVICES

The Project shall include all work outlined in the recitals above, in the drawing for the Project and related documents. The Project will include all concrete, asphalt base repair, milling and paving, excavating, installation of storm water conveyance, intersection tables and under-drains as outlined in the above recitals, within project proposals, within construction schedules, as well as all other work as may be reasonably required by the City.

ARTICLE II. PERIOD OF PERFORMANCE

Contractor agrees to commence work immediately upon execution of the Contract and shall perform all other services required by this Agreement or by the City as expeditiously as is consistent with good professional skill and best industry practice. Time is critical factor in the successful execution of the terms of this Agreement.

ARTICLE III. FEE FOR SERVICES

In exchange for these good and valuable services the Contractor will receive a fee as follows: The unit price for each of the components of this project, installed in place, are those quoted in Price Georges County Government Contract - No. 893-8 /H (D)/A. Invoices will be provided on a regular basis and will be submitted within the first five business days of the following month. The invoice will list the cost of each installed component, or part of installed component, by quantity installed by unit price, by street section, by block number, with totals for each component and a grand total.

ARTICLE IV. THE CONTRACT DOCUMENTS

This Agreement and the following enumerated documents form the entire Contract between the parties. Where there is a conflict between any of the contract documents and this Agreement, the language of this Agreement shall govern. The documents identified below are as fully a part of the Contract as if hereto attached. They constitute the entire understanding of the parties and supersede any prior proposals or agreements:

- A. Contractors Proposal
- B. City of Hyattsville Bidding Specifications and Standards for Public Works Construction
- C. Prince Georges County Contract No. 893-8 /H (D)/A

ARTICLE V. CONTRACTOR SERVICES

As directed by the City, Contractor shall:

- A. Be responsible for the preparation, technical completeness and sufficiency of all submitted proposals.
- B. Comply with the Prince George's County Code, the City of Hyattsville Code and Charter, The City of Hyattsville Specifications and Standards for Public Works Construction, when applicable, and all pertinent Federal, State, and County laws and regulations.
- C. Attend hearing/conferences with City or persons designated by City as necessary for the successful completion of this Agreement.
- D. Be responsible directly to the City Administrator or their designee, who is the City's agent and duly authorized representative to whom Contractor shall ordinarily direct communication and submit documents for approval and from whom Contractor shall receive directions concerning the subject of this Agreement and approval of any documents in writing. Any revisions requiring additional compensation to Contractor shall not be commenced without the City's written authorization approved by the City Administrator.
- E. Prior to final payment to a contractor or a subcontractor, arrange for a final inspection by the City and review all outstanding claims which have not been settled during the construction phase of the Project contemplated by this Agreement and prepare a written report outlining the background and status of such claims and making recommendations as to the ultimate disposition of such outstanding claims.

ARTICLE VI. CITY'S RESPONSIBILITY

The City shall provide information regarding its requirements, including related budgetary information. However, the Contractor shall notify the City in writing of any information or requirements provided by the City, which the Contractor believes to be inappropriate.

ARTICLE VII. COOPERATION

The Contractor agrees to perform its services under this Contract in such manner and at such times so that City and/or any contractor who has work to perform, or contracts to execute, can do so without unreasonable delay. Contractor further agrees to coordinate its work under this Agreement with any and all other contractors deemed necessary by the City.

ARTICLE VIII. OWNERSHIP OF DOCUMENTS

City shall have unlimited rights in the ownership of all drawings, designs, specifications, notes and other work developed in the performance of the Agreement, including the right to use same on any other City Project without additional cost to City, and with respect thereto Contractor agrees to and does hereby grant to City an exclusive royalty-free license to all data which he or she may cover by copyright and to all designs as to which he or she may assert any rights or establish any claim under the patent or copyright laws. The City's rights in ownership of documents under this Article shall include any and all electronic files generated by Contractor in the performance of its duties pursuant to this Agreement.

A. In the case of future reuse of the documents, City reserves the right to negotiate with Contractor for the acceptance of any professional liability.

ARTICLE IX. SPECIAL PROVISIONS

- A. Contractor may not assign or transfer any interest in this Agreement except with City's written approval.
- B. City may waive specific minor provisions of the Agreement on Contractor's request in the interest of expediting the contract. Waiver shall not constitute a waiver of any liability ensuing there from.
- C. Except as otherwise provided in the contract documents, the City Administrator, shall decide all disputes after consultation with Contractor, and any other appropriate parties. The City Administrator's decision shall be reduced to writing and delivered to Contractor and such dispute resolution shall not be considered a Change pursuant to this contract unless the dispute resolution modifies either the services rendered or the total fee for services as provided herein .
- D. The City Administrator's decision shall be final and conclusive.
- E. Until a dispute is finally resolved, Contractor shall proceed to meet the terms of this Agreement and comply with City Administrator's orders.
- F. Contractor shall not hire or pay any employee of the City or any department, commission agency or branch thereof.
- G.

ARTICLE X. TERMINATION

- A. This Agreement may be terminated by the City at the City's convenience upon not less than thirty (30) days written notice to the Contractor.
- B. In the event of termination, which is not the fault of Contractor, the City shall pay to Contractor the compensation properly due for services properly performed or goods properly delivered prior to the effective date of the termination and for reasonable reimbursable expenses properly incurred prior to the termination. No damages or expenses for lost profit, overhead or discontinuation of contract will be payable by the City.

C. In the event the Contractor, through any cause fails to perform any of the terms, covenants, or provisions of this Agreement on his part to be performed, or if Contractor for any cause, fails to make progress in work hereunder in a reasonable manner, or if the conduct of Contractor impairs or prejudices the interest of the City, or if Contractor violates any of the terms, covenants, or provisions of this Agreement, the City shall have the right to terminate this Agreement for cause by giving notice in writing of the termination and date of such termination to Contractor. The City shall have the sole discretion to permit the Contractor to remedy the cause of the contemplated termination without waiving the City's right to terminate the Agreement. All drawings, specifications, electronic files and other documents relating to the design of the good, scope of the service or supervision of work, not in the public domain, shall be surrendered forthwith by Contractor to the City as required by the City. The City may take over work to be done under this Agreement and prosecute the work to completion, or procure the good or service, by contract or otherwise, and Contractor shall be liable to the City for all reasonable cost in excess of what the City would have paid the Contractor had there been no termination. The City shall not be liable for any damages, overhead costs or equitable adjustments in the event of such termination.

ARTICLE XI. APPLICABLE LAW

The laws of the State of Maryland, excluding conflicts of law rules, shall govern this Agreement as if this Agreement were made and performed entirely within the State of Maryland. Any suit to enforce the terms hereof or for damages or other relief as a consequence of the breach or alleged breach hereof shall be brought exclusively in the courts of the State of Maryland in Prince George's County, and the parties expressly consent to the jurisdiction thereof and waive any right which they have or may have to bring such elsewhere.

ARTICLE XII. CHANGES

A. The City Administrator may, at any time, by written order designated or indicated to be a change order, make any change in the work within the general scope of this Agreement,

provided any change is co-signed by the City Treasurer, or in his or her absence, the Mayor.

B. Any other written order from City, which causes any change, shall be treated as a change order under this clause, provided that Contractor gives City written notice stating the date, circumstance, and source of the order and the City consents to regard the order as a change order.

C. Except as herein provided, no order, statement, or conduct of the City shall be treated as a change under this clause or entitle Contractor to an equitable adjustment hereunder.

D. If any change under this clause causes an increase or decrease in the cost of, or the time required for, the performance of any part of this Agreement, whether or not changed by any order, an equitable adjustment shall be made and the Agreement modified in writing accordingly. If Contractor intends to assert a claim for an equitable adjustment under this clause, Contractor shall, within thirty (30) days after receipt of a written change order under (A) above, or the furnishing of written notice under (B) above, submit to the City Administrator a written statement setting forth the general nature and monetary extent of such claim, unless this period is extended by the City Administrator. The statement of claim hereunder may be included in the notice under (B) above.

E. The amount of any adjustment to the contract sum under this clause shall be a negotiated fixed fee.

F. No claim by Contractor for an equitable adjustment hereunder shall be allowed if asserted after final payment under this Agreement or if made later than thirty (30) days after receipt as required herein.

ARTICLE XIII. SUCCESSORS AND ASSIGNS

The parties each binds itself, its partners, successors, assigns and legal representatives to this Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither party shall assign, sublet or transfer his interest, including but not limited to the proceeds thereof, in this Agreement, without the written consent of the other party.

ARTICLE XIV. INSURANCE

A. All Contractors shall obtain and maintain liability insurance coverage. The Contractor shall, within ten (10) days of the execution of this Agreement, file with the City Administrator, the Certificate from an insurance company authorized to do business in the State of Maryland and satisfactory to the City showing issuance of liability insurance in the amount of at least One Million Dollars (\$1,000,000.00) coverage with a deductible no greater than Ten Thousand Dollars (\$10,000.00). Contractor shall be fully and completely responsible to pay the deductible. Unless waived in writing by the City, the Certificate shall bear an endorsement in words exactly as follows:

The insurance company certifies that the insurance covered by this certificate has been endorsed as follows: "The insurance company agrees that the coverage shall not be canceled, changed, allowed to lapse, or allowed to expire until thirty (30) days after notice to: City Administrator, 4310 Gallatin Street, Hyattsville, Maryland 20781 (City's Representative)."

B. In addition, Contractor shall, throughout the term of this Agreement, maintain comprehensive general liability insurance in the following amounts and shall submit an insurance certificate as proof of coverage prior to final Agreement approval:

1. Personal injury liability insurance with a limit of \$1,000,000.00 for each occurrence and \$1,000,000.00 aggregate, where insurance aggregates apply; and
2. Property damage liability insurance with limits of \$1,000,000.00 for each occurrence and \$5,000,000.00 aggregate, where aggregates apply.

B. Comprehensive general liability insurance shall include completed operations and contractual liability coverage. The Certificates of Insurance evidencing this insurance shall provide that the City shall be given at least thirty (30) days prior written notice of the cancellation of, intention not to renew, or material change in coverage.

C. Contractor shall comply with the requirements and benefits established by the State of Maryland for the provision of Workers' Compensation insurance and shall submit an insurance certificate as proof of coverage prior to beginning work under this Agreement.

D. Contractor shall obtain both performance and Restoration bonds, acceptable to the City prior to commencing any public works construction project.

ARTICLE XV. INDEMNIFICATION

Contractor hereby acknowledges and agrees that it shall be responsible for and indemnify, defend, and hold the City harmless against any claim for loss, personal injury and/or damage that may be suffered as a result of their own negligence or willful misconduct in the performance of the services herein contracted for or for any failure to perform the obligations of this Agreement, including, but not limited to, attorneys fees and any other costs incurred by the City, in defending any such claim. Contractor further agrees to notify the City in writing within ten (10) days of receipt of any claim or notice of claim made by third parties against the Contractor or any subcontractor regarding the services and work provided to the City pursuant to this Contract. Contractor shall provide the City copies of all claims, notice of claims and all pleadings as the matter progresses. This Article shall survive termination of the Contract.

ARTICLE XVI. ADA COMPLIANCE

In performance of this Agreement for public works construction projects, or where there is an ADA component involved, the Contractor acknowledges that it is acting on behalf of the City and warrants to the best of its professional information, knowledge, and belief that its design, product or completed infrastructure, will conform to, and comply with, the applicable provisions of the Americans with Disabilities Act. The Contractor hereby indemnifies and holds harmless the City from damages and costs arising from any claim that the Contractor's has failed to conform to the applicable provisions of the Americans with Disabilities Act.

ARTICLE XVII. CERTIFICATIONS OF CONTRACTOR

The Contractor and the individual executing this Agreement on the Contractor's behalf warrants it has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee or agent working for it, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, partnership, corporation, or other entity, other than a bona fide employee or agent, any fee or any other consideration contingent on the making of this Agreement.

ARTICLE XVIII. SET-OFF

In the event that the Contractor shall owe an obligation of any type whatsoever to the City at any time during the term hereof, or after the termination of the relationship created hereunder, the City shall have the right to offset any amount so owed the Contractor against any compensation due to the Contractor for the provision of Construction, Goods or Services covered by the terms of this Agreement.

ARTICLE XIX. MISCELLANEOUS

A. This Agreement is subject to audit by the City, and the Contractor agrees to make all of its records relating to the goods or services provided to the City available to the City upon request and to maintain those records for six (6) years following the date of substantial completion of this Agreement; or a longer period, if reasonably requested by the City.

B. If any term or provision of this Agreement shall be held invalid or unenforceable to any extent, the remainder of this Agreement shall not be affected thereby, and each term and provision of this Agreement shall be enforced to the fullest extent permitted by law.

C. The person executing this Agreement on behalf of the Contractor hereby covenants, represents and warrants that he/she is duly authorized to execute and deliver this Agreement on behalf of the Contractor.

D. All representations, warranties, covenants, conditions and agreements contained herein which either are expressed as surviving the expiration and termination of this Agreement or, by their nature, are to be performed or observed, in whole or in part, after the termination or expiration of this Agreement shall survive the termination or expiration of this Agreement. This Agreement is entered into as of the day and year first written above.

E. This Agreement represents the entire and integrated Agreement between the City and Contractor and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by the duly authorized representatives of the City and the Contractor.

F. The recitals above are hereby incorporated into this Agreement.

CONTRACTOR

By: 

THE MAYOR AND CITY COUNCIL OF HYATTSVILLE

By: 

Concept plan will be inserted.



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 11/2/2015 8:00 PM
Department: Clerk's Office
Prepared by: Laura Reams
Sponsors: Hollingsworth
DOC ID: (ID # 1335)

9.5

Discussion Items: Overview of Process for Upcoming Agenda Items

SUBJECT: Overview of Process for Upcoming Agenda Items

SECTION: Discussion Items

BACKGROUND:

Council has received copies of the draft motions submitted for the 2015 Legislative Season. Mayor Hollingsworth will review the process for these motions to appear on upcoming agendas.

NEXT STEPS:

n/a

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS

Goal: Goal 1 – Ensure Transparent and Accessible Governance


Tracey Nicholson, City Administrator 10/30/2015

Main City Calendar for October 20 – November 2, 2015

Creative Minds

Tuesdays and Thursdays, 10:00 AM - 12:00 PM @ Magruder Recreation Park

Ageless Grace Senior Exercise Class

Wednesdays and Fridays, 10:00 AM - 11:00 AM @ City Administration Building

Leaf Collection

November 2, City Wide

City-wide leaf collection will begin on Monday, November 2. For important information on leaf collection, including the weekly route schedule and parking restrictions, please visit the Leaf Collection page on the City's website.

City Offices Closed in Observance of Veterans Day

November 11, All Day

Emergency Services Continue

City Council Meeting

November 16, 8:00 PM - 10:00 PM @ Third Floor, Council Chambers

Senior Services Department hosts a Walmart/Dollar Tree Shopping Trip

November 17, 9:00 AM - 2:00 PM

Call-a-Bus will transport. Please call 301-985-5020 by 2:00 PM on day prior to event. All are welcome.

Planning Committee

November 17, 7:30 PM - 9:30 PM @ 4310 Gallatin Street

Code Compliance Advisory Meeting

November 18, 7:00 PM - 8:30 PM @ City Municipal Building, 1st Floor Multipurpose Room

Senior Services Department hosts a "Cooking Matters" - Price Rite Grocery Store

November 19, 1:30 PM - 4:00 PM

Call-A-Bus will transport. Once participants complete the tour, they will receive a \$10.00 Price Rite gift card. Please call 301-985-5020 by 2:00 PM on day prior to event to make reservation. All are welcome.

Education Advisory Committee

November 19, 6:30 PM - 8:00 PM @ 4310 Gallatin Street

City Committees are Recruiting New Members!

The following City Committees are actively seeking new members. If you are interested in serving on a City Committee, please reach out to the Council members for your Ward. For more information on City Committees and their missions, please visit www.hyattsville.org/101/advisory-committees

- Ethics Commission
- Teen Advisory Committee
- Shade Tree Board
- Education Advisory Committee
- Code Compliance Advisory Committee
- Police and Public Safety Citizens' Advisory Committee
- Residential Parking Committee
- Health, Wellness and Recreation Advisory Committee
- Planning Committee