



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

## **BOARD OF DIRECTOR'S MEETING**

**May 7, 2019**  
**8:30 a.m.**

**9200 Basil Court,  
2<sup>ND</sup> Floor Conference Room  
Largo, MD 20774**



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

## **BOARD OF DIRECTORS MEETING**

**May 7, 2019 - 8:30 a.m.**

**9200 Basil Court, 2<sup>nd</sup> Floor  
Largo, Maryland 20774**

### AGENDA

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

**Next Meeting: June 4, 2019**

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

**Minutes of the Meeting, April 2, 2019 8:30 am  
9200 Basil Court, 2<sup>nd</sup> Floor, Largo, MD 20774**

**PRESENT**

**Board Members**

David Harrington, Vice Chair

Ronnette Earle

Erma Barron

John Tabori

Glenda Hodges

**Staff**

Adewale Dada

Andrea Anderson

Patricia Omondi

Lakeisha Smith

Stephen Paul

Rosalyn Clemens

**Ex- Officio Members and Officer**

Estella Alexander

Raymond Gilley

**Community Advisory Committee**

None

• **CALL TO ORDER:**

The meeting was called to order at 8:41 AM. Quorum Present: Vice Chair David Harrington, Erma Barron, Glenda Hodges, Ronnette Earle and John Tabori.

- **SECRETARY'S REPORT:**

Vice Chair David Harrington addressed the board and requested for the record to acknowledge that Mr. Gilley was present. The board was given the opportunity to review the minutes from the March meeting, a motion to approve the March minutes was motioned by Mr. Tabori and seconded by Glenda Hodges.

- **TREASURER'S REPORT:**

Adewale Dada briefed the board on the Treasurer's report, beginning with the operating budget, he informed the board that the combined grants from the County and other non-federal dollars totaled \$335,000 – essentially unchanged from last month. Mr. Dada informed the board that in March, expenses increased by \$5,266. He stated that for the various line-items under board and contractual expenses, RDA is still under budget – having spent only 27% of RDA's appropriation however he projected that the operating expenses would increase once audit and fiscal management fees are paid.

Mr. Dada briefed the board on the capital side, stating that Year to Date (YTD) revenues remained the same from last month's total of \$11.2 million – consisting mainly of \$10.5 million PAYGO contributions from the County and reimbursements from the State and the Revenue Authority. He stated that in that same period, costs increased by \$1.3 million of which \$1.2 million was spent on construction at the Suitland site. Mr. Dada informed the board that since the beginning of Fiscal Year (FY) 2019, \$8.8 million in Capital Improvement Program (CIP) funds has been disbursed – with about \$6.9 million or 79% going to construction, \$1.5 million or 17% went towards repayment of the loan for the purchase of the Glenarden site, and the balance of under \$400,000 went towards the non-construction activities like inspections, permits and related items.

- **EXECUTIVE DIRECTOR'S REPORT:**

Mr. Paul informed the board that there will be a budget meeting scheduled on April 26<sup>th</sup> to discuss RDA's financial matters, he welcomed the board members to attend.

Vice Chair Harrington inquired about the negotiations between the County Executive Office from the Pay-Go Fund. Mr. Paul stated that the meeting

focused on finding solutions for RDA's project financial matters, he informed the board that RDA's budget issues would not be resolved in the FY20 term.

Program Manager Ms. Andrea Anderson briefed the board on the Community Impact Grants (CIG) status. Ms. Anderson stated that the 2019 Community Impact Grant Program had a total of \$696,500 available to eligible Community Organizations, she explained that \$446,500 of those funds would be used for County-Wide projects. Ms. Anderson informed the board that a remaining \$250,000 balance has been earmarked for eligible projects in the Northern Gateway area County. Ms. Anderson reported that the agency would fulfill the requested amounts asked by organizations that have promising projects. She stated that the agency has received requests in the amount of \$402,674 for county wide projects and \$250,000 for the Northern Gateway project, totaling \$652,674 in requests. Ms. Anderson stated that the agency will award \$591,849 in CIG funds to the applicants that qualify. Mr. Paul then noted that all projects would receive full funding with the exception of two organizations that requested excessive amounts.

Vice Chair Harrington, Ronnette Earle and Glenda Hodges expressed their concerns regarding non-profit organizations not being offered the resources to meet the mandates to receive grants. Mrs. Hodges stated that less than 10% of the nonprofit organizations have the infrastructure, she also provided that the lack of infrastructure of some non-profits is what needs to be addressed. Ms. Earle addressed her concerns to the board that the non-profit organizations are not given the tools or background to appropriately compete and that it would be beneficial to provide a holistic education process for non-profit organizations to gain insight on how to obtain funding for their projects. Vice Chair Harrington suggested a tangible solution to the board by possibly setting up a meeting with Prince George's County Non-profits and The Maryland Association of Non-Profits to better understand the level of capacity of CIG funding. Vice Chair Harrington wanted to clarify the importance of prioritizing funds to Non-profits organizations and to obtain a working relationship between RDA and the Non-profit organizations.

Ronnette Earle inquired about the sourcing of the \$696,500.00 in CIG funds. Mr. Paul informed Ms. Earle that the funds were sourced from County Revitalization funds.

Rosalyn Clemens briefed the board on the Net Zero Energy Project which she stated is in conjunction with the Housing Initiative Program (HIP), she explained to the board that six (6) net zero homes are being built in

Fairmount heights, she informed the board that there will be a meeting held on April 25<sup>th</sup> at the Town Hall to discuss opportunities for contractors. Ms. Clemens stated that the goal of the meeting would be to brief the construction community on the project and explain the evaluation process. Ms. Clemens informed the board that the Net-Zero project started two-and-a-half years ago when the Town of Fairmont Heights approached the agency about the vacancy of lots in the area. Ms. Clemens informed the board that RDA designed the project plans and received \$1 million in CIP from the state to produce the houses. She stated that the value of the projects was estimated at \$3.5 million. Ms. Clemens informed the board that RDA has contributed \$1 million for the construction of homes, sourced from the County Wide CIP budget, however the agency leveraged those funds and applied for more funds from the state. The requested funds from the state was \$250,000. Ms. Clemens stated HIP is RDA's development partner, and that HIP would be the entity that would be hiring the contractors to do the work on the Net-Zero homes.

Mr. Tabori informed the board that there is an energy efficiency program at University of Maryland that is led by the former Mayor Andy Fellows of College Park, he stated that the goal of Mr. Fellows program was to focus on energy efficiency and environmental progressions. Mr. Tabori explained to the board that the program attributes to training local governments on how to use energy efficiencies to their advantage. Mr. Tabori stated that it would be beneficial for RDA to reach out to Mr. Fellows about the Net Zero project.

Mr. Paul briefed the meeting on the Procurement Operating Policies and Procedures that was passed out during the meeting. He stated that the changes were updated and highlighted in the index.

Vice President Harrington proposed the idea of using a law firm in Prince George's County. Acting Director, Estella Alexander stated that there were challenges using a smaller law firm when dealing with real estate matters, though a bigger law firm may have more resources, she stated that the smaller law firms may fall short on other fields of work. Vice President Harrington understood the circumstances but expressed his disappointment in having to request external legal aid from outside of the Prince George's area.

# TREASURER'S REPORT

April 30, 2019

## Operating Budget

Operating revenues (excluding federal grants) totaled \$357,401, representing an increase of \$22,112 or 6.6% from last month. The increase is driven by fees charged from administering the Housing Rehabilitation Assistance Program (HRAP). In the same period, operating expenses increased by \$18,656 or 20.2%. Below is a breakdown of the major changes in last month's operating expenditures:

Expense Type	Expense Amount	Notes
External Auditors' Fee	\$7,500	Annual audit with the Office of Finance
Staffing Services	\$3,477	Salary for administrative assistant
Board Expenses	\$2,114	Member stipends and meeting costs
Risk Management	\$1,788	Commercial insurance premiums
Equipment Leasing	\$1,589	Copier machine
Consulting Fees	\$1,400	Home inspection services
Office Supplies	\$788	General supplies and phone service

## Capital Improvement Program

Available CIP funding was \$5.5 million at the end of April 30, 2019 and the projected fund balance at the end FY 2019 remains unchanged at \$7.8 million. Year-to-date capital expenditures are \$9.2 million, an increase of \$430,967 or 4.9% over last month. The increased costs were offset by new revenues of \$492,118, primarily from lot sales at Suitland Town Center. Below are the major changes in April's CIP expenditures:

Project Name	Expense Amount	Description
Suitland Town Center	\$356,741	Pre-development and construction
Addison Road	\$55,550	Pre-development
County Revitalization	\$10,937	Grant reimbursements
Glenarden Hills	\$7,740	Pre-development and construction

**OPERATING BUDGET<sup>a</sup>**  
(as of April 30, 2019)

	FY 2017 ACTUAL	FY 2018 ACTUAL <sup>b</sup>	FY 2019 BUDGET <sup>c</sup>	FY 2019 YTD <sup>d</sup>	FY 2019 ESTIMATE
<b>BEGINNING FUND BALANCE</b>	\$ 92,647	\$ 104,821	\$ 38,265	\$ 240,682	\$ 240,682
County Operating Grant	233,700	317,600	333,500	333,500	333,500
CDBG - Pathway to Purchase Program <sup>e</sup>	313,700	352,600	363,200	363,200	363,200
CDBG - Suitland Façade Program <sup>f</sup>	42,518	154,793	-	96,205	96,200
Technical Assistance Fee - HRAP <sup>d</sup>	-	-	-	21,751	21,800
Technical Assistance Fee - MNCPPC <sup>g</sup>	-	-	-	-	-
Miscellaneous Revenues	-	2,871	-	2,150	3,000
<b>TOTAL REVENUES</b>	<b>\$ 589,918</b>	<b>\$ 827,864</b>	<b>\$ 696,700</b>	<b>\$ 816,806</b>	<b>\$ 817,700</b>
Board Meeting Expenses	2,026	1,372	2,000	953	2,000
Board Member Stipends	18,997	19,600	28,500	17,200	21,200
Board Member Development	-	-	-	134	300
<b>Total Board Expenses</b>	<b>21,023</b>	<b>20,972</b>	<b>30,500</b>	<b>18,287</b>	<b>23,500</b>
General Counsel Fees	66,635	67,605	90,000	20,310	75,000
Consultants & Feasibility Studies <sup>h</sup>	-	-	30,000	1,400	3,000
Redevelopment Capacity Building <sup>i</sup>	-	-	-	-	-
External Auditor Fees <sup>j</sup>	8,500	7,500	20,000	7,500	10,000
Fiscal Management Services <sup>k</sup>	60,000	60,000	60,000	-	60,000
Commercial Insurance Premiums	4,935	3,563	27,000	13,130	20,000
Staffing Services	34,117	39,674	45,000	30,893	45,900
Equipment Leasing	5,388	6,486	6,000	7,664	9,000
<b>Total Contractual Expenses</b>	<b>179,575</b>	<b>184,828</b>	<b>278,000</b>	<b>80,896</b>	<b>222,900</b>
Staff Training & Development	-	-	5,000	500	4,235
Office Supplies & Other Costs	20,656	14,154	20,000	11,211	16,900
<b>Total Administrative Expenses</b>	<b>20,656</b>	<b>14,154</b>	<b>25,000</b>	<b>11,711</b>	<b>21,135</b>
CDBG - Pathway to Purchase Program	313,700	352,600	363,200	363,200	363,200
CDBG - Suitland Façade Program	42,790	119,449	-	5,003	5,000
Other Expenses	-	-	-	-	-
<b>Total Capital Outlay Costs</b>	<b>356,490</b>	<b>472,049</b>	<b>363,200</b>	<b>368,203</b>	<b>368,200</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 577,744</b>	<b>\$ 692,002</b>	<b>\$ 696,700</b>	<b>\$ 479,097</b>	<b>\$ 635,735</b>
Operating Balance - Surplus/(Deficit)	12,174	135,862	-	337,709	181,965
Other Adjustments	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 104,821</b>	<b>\$ 240,682</b>	<b>\$ 38,265</b>	<b>\$ 578,391</b>	<b>\$ 422,647</b>

**Notes:**

- a. The Authority's operating budget is funded from a variety of sources - General, Special Revenue, Internal Service and Enterprise funds.
- b. FY18 beginning fund balance may consist of unaudited and unreconciled revenue and expenditure items.
- c. Legislative appropriations as approved by the Prince George's County Council.
- d. FY19 YTD transactions include estimated amounts based on operating agreements.
- e. Federal-funded Community Development Block Grant (CDBG) home purchase assistance program.
- f. Reimbursement from CDBG for Suitland residential improvement projects that ended in FY18.
- g. Income generated from consulting services for the MNCPPC Glendale Hospital and administering the HRAP project.
- h. Reserved funds for consulting services (technical studies and project management).
- i. Reseved line-item to fund training/capacity-building of local redevelopment partners.
- j. Fixed fees for auditing services provided by the accounting firm CliftonLarsonAllen LLP.
- k. Fixed fees for accounting services provided by the Office of Finance.



## CAPITAL BUDGET

(as of April 30, 2019)

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
<b>BEGINNING FUND BALANCE</b>	\$ 8,647,103	\$ 10,644,932	N/A	\$ 3,007,157	\$ 3,007,157
County Contribution <sup>1, 2</sup>	3,650,000	2,000,000	16,713,000	10,500,000	28,500,000
State Grants	480,050	-	-	244,950	344,950
Property Sales	(59,682)	1,673,732	-	418,278	2,000,000
Other Revenue <sup>3</sup>	12,927	325,856	-	550,744	578,720
<b>TOTAL REVENUE<sup>4</sup></b>	<b>\$ 4,083,295</b>	<b>\$ 3,999,588</b>	<b>\$ 16,713,000</b>	<b>\$ 11,713,972</b>	<b>\$ 31,423,670</b>
Acquisition	-	212,856	-	-	-
Demolition	-	2,709,975	2,600,000	-	2,529,367
Construction <sup>5</sup>	214,061	4,244,626	10,613,000	6,045,222	18,412,314
Maintenance	123,710	67,310	-	79,059	27,995
Pre-development & Design	1,346,155	2,236,001	1,000,000	1,268,775	1,091,895
Financing Costs	110,553	1,744,322	1,500,000	1,484,924	1,484,924
Community Grants <sup>6</sup>	-	-	750,000	-	2,671,956
Other Expenses	290,987	422,273	250,000	311,581	66,944
<b>TOTAL EXPENSES</b>	<b>\$ 2,085,466</b>	<b>\$ 11,637,363</b>	<b>\$ 16,713,000</b>	<b>\$ 9,189,561</b>	<b>\$ 26,285,395</b>
<b>ENDING FUND BALANCE<sup>7</sup></b>	<b>\$ 10,644,932</b>	<b>\$ 3,007,157</b>	<b>N/A</b>	<b>\$ 5,531,568</b>	<b>\$ 8,145,433</b>

**Notes:**

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

## ADDISON ROAD

### Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
<b>BEGINNING FUND BALANCE</b>	\$ 388,479	\$ 334,451	N/A	\$ 98,369	\$ 98,369
County Contribution	-	-	1,000,000	1,000,000	1,000,000
State Grants <sup>1</sup>	5,050	-	-	244,950	344,950
Property Sales	-	-	-	-	-
Other Revenue	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>5,050</b>	<b>-</b>	<b>1,000,000</b>	<b>1,244,950</b>	<b>1,344,950</b>
Acquisition	-	212,856	-	-	-
Demolition	-	-	-	-	-
Construction	-	-	-	-	600,000
Maintenance	2,787	-	-	2,835	2,835
Pre-development & Design	-	6,030	-	68,000	8,900
Blue Line Façade Program	-	-	-	-	100,000
Blue Line Façade Program - RDA Match <sup>1</sup>	-	-	-	-	30,000
Fairmount Heights - Net Zero Program	-	9,065	1,000,000	-	-
Financing Costs	-	-	-	-	-
Other Expenses	56,291	8,131	-	-	-
<b>TOTAL EXPENSES</b>	<b>59,078</b>	<b>236,082</b>	<b>1,000,000</b>	<b>70,835</b>	<b>741,735</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 334,451</b>	<b>\$ 98,369</b>	<b>N/A</b>	<b>\$ 1,272,484</b>	<b>\$ 701,584</b>

**Notes:**

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

# CHEVERLY

## Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
<b>BEGINNING FUND BALANCE</b>	\$ 238,065	\$ 179,895	N/A	\$ 161,682	\$ 161,682
County Contribution	-	-	-	-	-
State Grants	-	-	-	-	-
Property Sales <sup>1</sup>	-	-	-	-	-
Other Revenue <sup>2</sup>	-	-	-	49,250	49,250
<b>TOTAL REVENUE</b>	-	-	-	<b>49,250</b>	<b>49,250</b>
Acquisition	-	-	-	-	-
Demolition	-	-	-	-	-
Construction	-	619	-	-	-
Maintenance	57,370	4,235	-	2,475	5,000
Pre-development & Design	400	13,350	-	2,500	2,500
Financing Costs	-	-	-	-	-
Other Expenses	400	9	-	29	29
<b>TOTAL EXPENSES</b>	<b>58,170</b>	<b>18,213</b>	-	<b>5,004</b>	<b>7,529</b>
<b>ENDING FUND BALANCE</b>	\$ 179,895	\$ 161,682	N/A	\$ 205,928	\$ 203,403

**Notes:**

1. Final payment of \$936K towards purchase of 5801-09 Annapolis Road property, initially scheduled for FY19 is deferred to FY20.
2. Initial (refundable) deposit from the developer for 5801-09 Annapolis Road property per terms of Purchase Agreement.

## COUNTY REVITALIZATION

### Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
<b>BEGINNING FUND BALANCE</b>	\$ 5,163,948	\$ 5,488,160	N/A	\$ 7,220,738	\$ 7,220,738
County Contribution	250,000	2,000,000	1,000,000	1,000,000	1,000,000
State Grants	225,000	-	-	-	-
Property Sales	-	-	-	-	-
Other Revenue	11,946	-	-	48,866	61,126
<b>TOTAL REVENUE</b>	<b>486,946</b>	<b>2,000,000</b>	<b>1,000,000</b>	<b>1,048,866</b>	<b>1,061,126</b>
Acquisition	-	-	-	-	-
Demolition	-	-	-	-	-
Construction	118,858	50,000	-	75,628	-
Maintenance	-	31,126	-	62,492	-
Pre-development & Design	-	-	-	151	-
FY 2019 CIG Awards <sup>1</sup>	-	-	250,000	-	696,500
FY 2018 CIG Awards	-	-	-	-	-
FY 2017 CIG - Carryover Disbursements	-	-	-	-	25,456
FY 2016 CIG - Carryover Disbursements	-	-	-	-	-
FY 2019 CPIP Awards <sup>2</sup>	-	-	250,000	-	1,950,000
Northern Gateway Project	-	-	250,000	-	-
Financing Costs	-	-	-	-	-
Other Expenses	43,876	186,296	250,000	7,403	28,746
<b>TOTAL EXPENSES</b>	<b>162,734</b>	<b>267,422</b>	<b>1,000,000</b>	<b>145,674</b>	<b>2,700,702</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 5,488,160</b>	<b>\$ 7,220,738</b>	<b>N/A</b>	<b>\$ 8,123,930</b>	<b>\$ 5,581,162</b>

**Notes:**

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

# GATEWAY ARTS DISTRICT

## Statement of Available Funds and Committed Funds Per Capital Budget Detail

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

**Notes:**

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

# GLENARDEN

## Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
<b>BEGINNING FUND BALANCE</b>	\$ 5,002,706	\$ 5,995,277	N/A	\$ 1,575,934	\$ 1,575,934
County Contribution <sup>1</sup>	1,200,000	-	10,713,000	4,500,000	4,500,000
State Grants	-	-	-	-	-
Property Sales	-	1,673,732	-	-	-
Other Revenue	981	36,222	-	-	-
<b>TOTAL REVENUE</b>	<b>1,200,981</b>	<b>1,709,954</b>	<b>10,713,000</b>	<b>4,500,000</b>	<b>4,500,000</b>
Acquisition	-	-	-	-	-
Demolition	-	2,709,975	2,600,000	-	2,529,367
Construction	17,855	1,675,000	6,613,000	1,007,599	2,673,804
Maintenance	19,435	-	-	3,572	15,000
Pre-development & Design	-	-	-	11,668	25,000
Financing Costs - RVA (Principal)	-	1,673,732	1,500,000	1,484,924	1,484,924
Financing Costs - RVA (Interest)	110,553	70,590	-	-	-
Other Expenses	60,567	-	-	222	-
<b>TOTAL EXPENSES</b>	<b>208,410</b>	<b>6,129,297</b>	<b>10,713,000</b>	<b>2,507,984</b>	<b>6,728,095</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 5,995,277</b>	<b>\$ 1,575,934</b>	<b>N/A</b>	<b>\$ 3,567,950</b>	<b>\$ (652,161)</b>

**Notes:**

1. RDA anticipates only \$4.5M PAYGO of the total appropriation of \$10.7M for FY 2019 will be funded. Funding deficits are addressed in funding requests for the FY 2020~2025 Capital Improvement Program (CIP) submitted to OMB.

# SUITLAND

## Statement of Available Funds and Committed Funds Per Capital Budget Detail

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 YTD	FY 2019 ESTIMATE
<b>BEGINNING FUND BALANCE</b>	<b>\$ 2,027,690</b>	<b>\$ 2,644,049</b>	<b>N/A</b>	<b>\$ (2,300,265)</b>	<b>\$ (2,300,265)</b>
County Contribution	2,200,000	-	4,000,000	4,000,000	22,000,000
State Grants	-	-	-	-	-
Coral Hills Façade Program - TNI Funds <sup>1</sup>	-	146,000	-	42,712	42,712
Coral Hills Façade Program - CDBG Funds <sup>1</sup>	-	103,485	-	-	-
Property Sales <sup>2</sup>	-	-	-	418,278	2,000,000
Other Revenue	-	40,149	-	409,284	425,000
<b>TOTAL REVENUE</b>	<b>2,200,000</b>	<b>289,634</b>	<b>4,000,000</b>	<b>4,870,273</b>	<b>24,467,712</b>
Acquisition	-	-	-	-	-
Demolition	-	-	-	-	-
Construction	65,730	2,759,942	3,000,000	4,961,995	14,899,676
Maintenance	44,118	31,949	-	7,685	5,160
Pre-development & Design	1,345,755	2,216,621	1,000,000	1,186,456	1,055,495
Financing Costs	-	-	-	-	-
Coral Hills Façade Program	-	-	-	-	108,834
Other Expenses	128,038	225,436	-	303,928	38,169
<b>TOTAL EXPENSES</b>	<b>1,583,641</b>	<b>5,233,948</b>	<b>4,000,000</b>	<b>6,460,064</b>	<b>16,107,334</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 2,644,049</b>	<b>\$ (2,300,265)</b>	<b>N/A</b>	<b>\$ (3,890,056)</b>	<b>\$ 6,060,113</b>

**Notes:**

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

**EXECUTIVE DIRECTOR'S REPORT TO THE BOARD OF DIRECTORS  
PRINCE GEORGE'S COUNTY REDEVELOPMENT AUTHORITY (RDA)  
4/1/2019 – 4/30/2019**

**General**

The proposed County budget has been transmitted to the County Council. The RDA's operating and capital budgets were part of that transmission. The meetings with Audits and Investigations and the council committee occurred in April and all questions raised were answered.

**Solicitations**

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

**Glenarden Apartments- New Name Glenarden Hills**

**Townhouse Lots**

Penrose, LLC and RDA evaluating Letters of Intent responses submitted by NVR and Stanton view Development LLC to purchase 97 Finished Town House. Best and Final offers have been requested with respect to lot takedown conditions, deposit requirements, and required study period.

**Rubble Remediation Funding**

RDA continues to work with OMB and the Office of the County Executive regarding funding for \$8.7 million unanticipated rubble remediation costs. Potential funding sources include a State contribution, a requested Federal grant and waiver of the deferred purchase price, a County Bond Issue, CDGB funds and MD DHCD community development grant funding.

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

The development team will be submitting a 9% LIHTC application in the upcoming May 6, 2019 competitive round. This will be the third 9% LIHTC competitive submittal. Total project costs for Phase 2B is \$32 million.



**Glenarden Phase 2A – 55 Senior Units**

The Prince George’s County DHCD has awarded \$750,000 of Home Investment Partnership Program (HOME) funds to Glenarden Phase 2A. Formal commitment of the HOME funds is contingent upon: completion of an environmental review as required by the U.S. Department of Housing and Urban Development under 24 CFR Part 58; the firm commitment of all sources of project financing; final underwriting; and approval by the Prince George’s County Council.

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

HOME funds in the amount of \$750,000 have been awarded to Phase 2A. A PILOT application has also been submitted to DHCD for review and approval. Council has to approve legislation for HOME funds as well as PILOT. Closing is projected for July 7, 2019. Anticipated construction start of this phase is the third quarter of 2019.

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

To date, \$25.5 million or 74.7% of the \$34.1 million budget for Phase I has been disbursed, including the RDA’s \$1,675,000 infrastructure funding.

May 2019 Construction Update	Estimate completion Date
<p><b>Community Center</b>                      Rough-ins are complete, insulation complete, Drywall hanging complete, Doors and trim are complete, Production finishes are 99% complete.</p>	6/19
<p><b>Senior Building</b>                      Windows complete, Roof complete, building rough-ins are complete, Drywall hang 99% complete, Production finishes are 90% complete.</p>	6/19
<p><b>Building G</b>                      All unit production work is complete, in punch out and owner walks. Waiting on permanent electric and WSSC approval.</p>	6/19
<p><b>Building F</b>                      All unit production work is complete, in punch out and owner walks. Waiting on permanent electric and WSSC approval.</p>	6/19
<p><b>Building E</b>                      Foundations complete, underground plumbing is complete, Slab complete, Framing is complete, rough ins are complete, drywall is complete, trim is complete, prime paint is complete.</p>	7/19
<p><b>Building D</b>                      Foundations complete, underground plumbing is complete, Slab complete, Framing is complete started unit rough ins 30% complete.</p>	7/19

<b>Building B</b> Foundations complete, underground plumbing is complete, Slab complete, Framing is complete, rough ins are complete, drywall is complete, trim is complete, prime paint is complete.	6/19
<b>Building A</b> Foundations complete, underground plumbing is complete, Slab complete, Framing is complete, rough ins are complete, Drywall is complete, working on unit trim 30% complete	7/19
<b>Building C</b> Foundations complete, underground plumbing is complete, Slab complete, Framing is complete, rough ins are complete, started drywall hanging operation 33% complete	7/19
<b>Site Utilities</b>	
The site sanitary is approximately 80% complete, the water lines are 50% complete	TBD
<b>Curb and gutter</b> Community building is complete, G building is complete, F building is complete.	TBD

### **Suitland Development**

#### **4809 Suitland Road**

No update.

#### **2606 Shadyside Avenue**

No update.

### **Towne Square at Suitland Federal Center**

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

### Townhouses

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

### Senior Residences

A team led by Mission First Housing was selected to develop the 137-unit senior building. The development agreement was signed on March 29, 2018. The project is now in the design phase. Construction is set to begin by the end of 2019.

### Infrastructure Construction:

Construction is complete for Phase 1A and ongoing for Phases 1B, 1C and 2. Phase 3 is in design.

## **Housing Rehabilitation Assistance Program II**

In June, the RDA and Housing Initiative Partnership, Inc., (HIP) successfully launched the second round of the Housing Rehabilitation Assistance Loan Program (HRAP II). To date, twenty-four (25) loans for the amount of \$1,213,676.10 have closed. Total HRAP II expenses to date are \$1,479,175.84, or 29.29% of the \$5,050,647.86 budget.

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

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

## **Coral Hills Façade and Green Retrofit Program**

To date, 17 properties have been completed and the CDBG grant is currently being closed out with contractor and DHCD. Two remaining property still under construction,

expected to be completed in May. RDA continues to work with DPIE for approval of an additional \$35,000 of TNI funding for change orders.

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

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

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

United Community Against Poverty, Inc. (UCAP) was selected by the Proposal Analysis Group (PAG) to manage the program. RDA is the grantee for this Program that was applied for with the assistance of MNCPPC and funded with MD DHCD Community Legacy Funds. RDA has executed an MOU with UCAP to manage the program.

### **Commercial Property Improvement Grant Program (CPIP)**

One February 15, 2019, RDA received 17 applications from owners of shopping centers and retail space for CPIP funding. Requests total \$3.9 million for \$1.9 million in available funding. The Office of the County Executive is taking the lead on announcement of awards. Recommended awards have been presented to the Office of the County Executive for review.

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

### **Glassmanor-Oxon Hill TNI Home Restoration Façade Improvement Program**

RDA has been assigned the responsibility for providing oversight over the implementation of this \$330,000 County TNI Blight Eradication initiative in the

Glassmanor-Oxon Hill community. The program will improve the external appearance of up to 38 residential properties, while leveraging other programs like HRAP to support neighborhood preservation. Housing Options & Planning Enterprises, Inc., a local nonprofit, will provide application intake and construction management.

### **Gateway Arts District**

1. **4100 Rhode Island Avenue:** Developer closed on financing in April 2018 and construction has started. Completion is scheduled for January 2020.
2. **3807 Rhode Island Avenue:** Construction is complete. The residential units are 60% leased, the 5 artists' studios are leased, and the retail fit out is in design.
3. **3300 Block of Rhode Island Avenue:** Construction was completed in April 2018. The restaurant tenant has executed the lease and the restaurant space is under construction. The developer is still negotiating with prospective tenants for the remaining commercial space including a coffee shop. Residential leasing has begun.

### **Capitol Heights/Addison Road Metro Corridor**

1. **Maryland Park Drive Property:** The development agreement has been extended to March 30, 2019. The Architect is designing the buildings for permit submission. The developer is exploring financing options.
2. **6503 Valley Park Road:** The site is included in the Fairmount Heights Net Zero Energy District solicitation.
3. **Fairmount Heights Net Zero Energy District:** Construction Pre-bid meeting was held on April 25, 2019 at the Town of Fairmount Heights municipal building. Event was attended by 10 local MBE contractors. Bids are due on May 31, 2019. The project was awarded \$1 million in the approved FY 2019 budget. RDA closed on the acquisition of the Fairmount Heights lots on June 21, 2018 and lots transferred to HIP, the project developer on June 27, 2018. RDA acquisition of the Fairmount Heights lots was funded with a \$250,000 MD DHCD Community Legacy grant. Construction drawings for modular and stick built construction is

currently being finalized. A Storm water Management Plan has been submitted to DPIE for review.

### **Cheverly Property: 5801 and 5809 Annapolis Road**

An RFP was released in March 2018 and one proposal was received in June 2018. The proposal has been evaluated by the PAG and selection has been made. The Purchase and Sale Agreement and the Development Agreement have been executed and the feasibility study period has begun.

### **Laurel-Bowie Road Park and Ride Lot**

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

### **Glenn Dale Hospital Revitalization**

As a result of the RDA technical assistance to M-NCPPC regarding the adaptive reuse of the Glenn Dale Hospital site, HB MC/PG 110-19 has been proposed in the Maryland General Assembly to lift the Continuing Care Retirement Community (CCRC) use restriction on the site.

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

### **Community Impact Grant Narrative**

All Community Impact Grant agreements have been mailed to 2019 award recipients. Due date for signed agreements is May 1, 2019.

**Transforming Neighborhoods Initiative (TNI)** No update.

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

The RDA secured over **\$1,100,000.00** in HOME funds from DHCD for down payment and closing cost assistance. The new program, Pathway to Purchase, launched in **January 2017** and started receiving applications in **March 2017**.

- **Total loans applied** **121**
- **Loans being processed:** **1**
- **Loans clear to close:** **3**
- **Loans closed:** **97**
- **Loans sent back:** **20**

**Trainings and Outreach (to date):**

- **Homebuyers:** **1425**
- **Realtors:** **775**
- **Lenders** **430**

**Economic Impact:**

- **Pathway to Purchase Loans:** **\$900,563.16**
- **Property Taxes Generated:** **\$300,605.12**
- **Recordation and Transfer Fees:** **\$407,761.88**

**Remaining Balance as of May 1, 2019 for PTP is:** **\$199,436.85**

## **HOUSING INVESTMENT TRUST FUND**

The RDA secured over **\$2,147,400.00** in funds from the Housing Investment Trust Fund for down payment and closing cost assistance. The new program, Prince George's County Purchase Assistance Program (PGCPAP) launched **July 1, 2018** and started receiving applications on **August 2, 2018**.

- **Total loans applied** : 107
- **Loans being processed** 13
- **Loans clear to close** 5
- **Loans closed** 80
- **Loans sent back** 9

### **Training and Outreach (to date)**

- **Homebuyers:** 1100
- **Realtors:** 275
- **Lenders:** 250

### **Economic Impact:**

- **PGCPAP Loans:** \$ 1,097,448.99
- **Property Taxes Generated:** \$ 264,635.95
- **Recordation and Transfer Taxes Generated** \$ 387,854.11

**Remaining Balance as of May 1, 2019 PGCPAP is: \$1,049,951.10**



## **Neighborhood Stabilization Program**

### **NSP 1 (April 2019)**

To date, properties purchased: 30

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

<b>Cumulative Expenditures</b>	<b>Available Grant Balance</b>	<b>Available Program Income Balance</b>
\$7,072,006	0	\$0

### **NSP 3/NCI 3 April - 2017)**

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

To date, properties purchased: 31

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

<b>Cumulative Expenditures</b>	<b>Available Grant Balance</b>	<b>Available Program Income Balance</b>
\$3,930,188	0	\$0

## **INTERAGENCY SUPPORT ACTIVITIES**

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

### **Compliance Reviews**

No activity to report.

### **Planning Coordination**

No activity to report.

**Real Estate Project Summary Table**

<b>Infill Projects</b>	<b>Council District</b>	<b>Lead Staff</b>	<b>TDC (Est.)</b>	<b>FY18 Funding</b>	<b>FY19 Funding</b>	<b>Current Status</b>
Central Ave Corridor	7	S. Paul	TBD		\$1,000,000 CIP	9 net zero homes
Gateway Arts District	2	S. Paul	TBD			Acquisitions and dispositions being examined.
African-American Cultural Museum	2		TBD		0	RDA acting as pass thru agent for the County Grants.
Countywide Revitalization	All	Various	NA	\$2,000,000 CIP	\$1,000,000 CIP	2018 Community Impact Grants NOFA
Cheverly Property	5	P. Omandi	TBD		0	In the feasibility study period by the developer
4809 Suitland Road	7	S. Paul	TBD		0	Site is being held in inventory.
Glenarden Apartments	5	R. Clemens	\$138 million	\$5,050,000 (Spending Authority)	\$4,500,000 CIP	Construction started
Towne Square at Suitland Federal Center	7	S. Paul	\$400 million	\$18,000,000 Bond funds CIP	\$4,000,000 Bond funds	Construction started
<b>Total CIP</b>				<b>\$25,050,000</b>	<b>\$10,500,000</b>	
<b>Disposition, RDA Properties</b>		<b>Lead Staff</b>	<b>TDC (Est.)</b>	<b>FY18 Revenue</b>	<b>FY19 Revenue (Est.)</b>	<b>Current Status</b>
Towne Center at	7	S. Paul	\$400 million	0	1,6400,000	Fine grading commenced

Suitland Federal Center						
Glenarden Apartments	5	R. Clemens	\$138 million	0	0	Construction underway
Cheverly Property	5	S. Paul		0	0	Feasibility study period
4100 RI Avenue, Brentwood	2	S. Paul	\$24.9 million	\$460,000	0	Under construction
3807 RI Avenue, Brentwood	2	S. Paul	\$47.2 million		0	Under construction
Laurel-Bowie	1	S. Paul		0	0	Fire Department would like property for new station
Maryland Park Drive	7	S. Paul	\$26.6 million	0	1,000,00	Development agreement extended
<b>Total Revenues (est.)</b>					<b>\$2,640,000</b>	
<b>Property Acquisition</b>		<b>Lead Staff</b>	<b>TDC (Est.)</b>	<b>FY18 Cost (Est.)</b>	<b>FY19 Cost (Est.)</b>	<b>Current Status</b>
NSP Program	All	R. Clemens	\$7,072,006			30 acquisitions, 30 sales.
NSP3/NCI	7	R. Clemens	\$3,930,188			31 acquisitions, 31 sales.