

Memo

City of Hyattsville



To: Mayor and Council

From: Jim Chandler, Director, Community & Economic Development
Kate Powers, City Planner
Lillian Lamptey, Community Planner

Date: September 15, 2020

Re: Commercial Façade Improvement Program – 2020 Grant Awards

The purpose of this memorandum is to provide the Mayor and City Council with a briefing of the applicants recommended for commercial façade improvement grant awards for the City's 2020 grant application cycle.

Program Summary

In early 2020, the City issued its ninth 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 \$50,000 per building.

The City's funding source is the State of Maryland Department of Housing & Community Development's Community Legacy Grant. The grant funds are eligible 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 2020 Cycle

In March, the application and program guidelines were posted to the City website. The City received numerous inquiries and a total of five (5) applications from commercial property owners and tenants.

Commercial Façade Review – Application Review & Analysis

The City received a total of five (5) applications submitted by five (5) different applicants. Copies of each application and materials were distributed to Staff including the following individuals:

- Jim Chandler, Director, Community & Economic Development
- Lillian Lamptey, Community Planner, Community & Economic Development
- Kate Powers, City Planner, 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)

Application evaluations were completed on September 15, 2020. Staff discussed their evaluations of each application and proposed façade improvements. Full applications for each of the locations are attached.

Applicant	Doing Business As	Property Address	Scope of Improvements	Private Equity	Grant Request	Project Total
Derrick Milam	Kahvie Coffee	6515 Belcrest Road	Awning, signage, and lighting; one new patio canopy with roll-up curtain panels on three sides; aluminum structural frame; roof fabric; clear polycarbonate roof panels; 12 electrical outlets and 2 switches; string lights; backlit box sign; business logo	\$39,996	\$39,996	\$79,992
Valerie Kabelac	Will's Decorating	5122 Baltimore Avenue	EFIS, Masonry Repair; Concrete Repair; gutters; downspouts; new sign; mural; three (3) awnings; lighting improvements	\$48,759.60	\$48,759.60	\$97,519.20
Kenneth Carter	Maryland Meadworks	4700 Rhode Island Avenue	Repair turrets (repair teeth and pointing); mural; additional hanging sign; swan neck lighting	\$5,000	\$5,000	\$10,000
Gary Dobbs	Queens Chapel Town Center, LLC	3108 & 3114 Hamilton Street & 5402 Queens Chapel Road	Three (3) storefront door replacements; three (3) rear window replacements	\$6,986.97	\$6,986.97	\$13,973.94

Cathryn Scheipers	2500 Schuster Drive* 2500 Schuster, LLC	*Not within the City boundaries and therefore not eligible for CFI funds	Exterior Painting; removal of existing exterior signage (light box); upgrade to individual letter and number building identification	\$21,523.45	\$21,523.45	\$43,046.90
Total				\$ 122,266.02	\$122,226.02	\$244,532.04

Recommendation & Actions

Each of the applicants at the subject properties have proposed utilizing the City’s Commercial Façade Improvement Program (CFI) along with their own private equity to improve the conditions of the property.

Two of the buildings have utilized the CFI program in the past. Valerie Kabelac, owner of 5122 Baltimore Avenue, used the CFI program in 2019 to replace existing windows and doors. Gary Dobbs, property manager for the ownership of Queens Chapel Town Center was the recipient of a grant in 2018 which assisted in the replacement of existing box signs with new LED signage. Façade improvements, funded by the CFI program, for Queens Chapel Town Center have not yet been fully completed.

The CFI program currently has \$30,000 in uncommitted funding with all current projects scheduled to be completed by early 2021. Staff is recommending the following approval and authorization to the Mayor and City Council:

- Kahvie Coffee, 6515 Belcrest Road: \$15,000
- Will’s Decorating, 5122 Baltimore Avenue: \$10,000
- Maryland Meadworks, 4700 Rhode Island Avenue: \$5,000

Work on all façade projects are scheduled to take place immediately upon execution of a contract and issuance of Notice to Proceed. Project shall be scheduled to be completed on a 120-day project schedule.

Staff is requesting that this item be scheduled for the September 21, 2020 and consideration that this item be approved at the same meeting, provided the Mayor and Council are satisfied with the proposed recommendations. If the Council would like additional time to discuss the item, it should be placed on the action agenda for October 5, 2020. Staff plan to notify applicants of awards as part of Economic Development Week, which runs October 19 – 23. Staff is recommending the Council’s consideration of the following motion:

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

- 6515 Belcrest Road: \$15,000
- 5122 Baltimore Avenue: \$10,000
- 4700 Rhode Island Avenue: \$5,000