

Community Subcommittee			
	Questions	Responses	Notes
1	Financial feasibility – Page 20 of the Redevelopment Proposal is missing substantial information. Additionally, according to the information provided, it does not appear the proposal is financially feasible. Is there more information to share or do we submit our outline report assuming it's not feasible to construct the two pedestrian bridges and that it's possible the entire proposal is not feasible?	Many mobility, pedestrian, and biking grants are available, but some require the City to provide matching funds. A list of potential grants is found in Appendix A. The City intends to leverage the proceeds from the land swap to the maximum extent possible for the desired amenities, such as the pedestrian bridges, bike paths, and athletic fields.	
2	It was stated at the kick-off meeting that DPW considered several possible sites for location of the public works facility (none of which included the Forest Drive site). Could we please obtain a list of the sites considered and the reasons they were rejected, including reasons relating to community impact?	The City considered many sites that were determined to be too small, not meeting the 3-acre minimum size. The sites the City considered in detail were: 1. The WNAV site on Admiral Drive: This site was initially offered by Mr. Baum for the land swap proposal. After detailed consideration, the City rejected the site because it was surrounded by neighborhoods and opposed by the alderpersons from the two wards that included those neighborhoods (Cedar Park Road, Admiral Heights, Admiral Drive, and Parker Avenue). 2. The State Highway Administration (SHA) District 5 operations facility on Defense Highway: At the time, SHA was considering relocating to a new facility, but the SHA subsequently decided not to relocate. 3. The former Capital-Gazette facility on Capital Drive off Gibraltar Avenue: This facility would have allowed the City to relocate its downtown office facilities in addition to Public Works. The positives of the site were that it is adjacent to other similar uses (no residential); no new construction would be required, only remodeling of the existing building; convenient location adjacent to West Street; minimal traffic impacts; and adequate space and parking for all of the City's needs. The detriments of the site were that it wasn't centrally located in the city and the fueling station previously serving the site had been removed. The location was ultimately rejected due to opposition to moving City offices out of the downtown area.	
3	3. Where will the Forest Drive pedestrian bridge be located? We understand one side will be on the parcel of land to be purchased by the City along Newtown Road – where will the other side be located? Please forward a tax parcel number and name of owner.	The City has not started detailed design for the proposed Forest Drive pedestrian bridge. Coordination with Anne Arundel County, which owns and controls Forest Drive, will be required. The concept for the bridge is that the landing on the northeast side of Forest Drive will be on the large, undeveloped Heritage Baptist Church parcel at the corner of Forest Drive and Hilltop Lane. (This 9.84 acre site parcel is owned by CH-College Ave Baptist Church, tax account 06-000-01396030, Map 51E, Grid 0017, Parcel 1780, located at 1740 Forest Drive.) The bridge would connect to a bike path on the north side of Hilltop Lane. The landing on the southwest side will be located on the parcels subject to the land swap and will connect to a bike lane on Newtowne Drive. See the aerial photo below. 	

4	Please clarify the number of commercial vehicles that will based on the site and the approximate number of trips (in and out of the site) each vehicle will make per day.	<p>There will be 105 Public Works vehicles and equipment assigned to the site. The list of vehicles and equipment is posted on the Task Force website. Additionally, other City vehicles, including police cars, fire apparatus, and vehicles assigned to the other departments, will be serviced at the new facility.</p> <p>On an average day 30-40 vehicles (large trucks and small pickups) would leave in the morning and return in the afternoon. Additionally, approximately 85 vehicles (40 large trucks and 45 smaller vehicles) are serviced at fleet maintenance as needed.</p>	
5	What time of day will the trucks leave and return to the site?	<p>The normal hours of operations for the facility will be 6:00 a.m. to 4:30 p.m.</p> <p>The employees assigned to Public Works Services Division work from 6:00 a.m. to 1:00 p.m.. They generally leave the site between 6:00 a.m. and 6:30 a.m. and return between 12:30 p.m. and 1:00 p.m. They arrive to the site in their personal vehicles before 6:00 a.m. and leave after 1:00 p.m.</p> <p>The employees assigned to Public Works Utilities Division work from 7:00 a.m. to 3:30 p.m.. They generally leave their work site between 7:00 a.m. and 7:30 a.m. and return between 3:00 p.m. and 3:30 p.m. They arrive in their personal vehicles between 6:30 a.m. and 7:00 a.m. and depart between 3:30 p.m. and 4:00 p.m.</p> <p>A limited number of vehicles, including supervisors, return to and leave the facility throughout the work day. The fleet maintenance garage has assigned personnel from 6:00 a.m. to 4:30 p.m. to provide adequate coverage for all City vehicles requiring service.</p>	
6	Please clarify the number of employees based at the site.	There will be 76 Public Works employees based at whichever site is selected.	
7	Please confirm there will be no fueling stations at the Forest Drive site.	Confirmed. The Forest Drive plan does not include a fueling station.	

		Finance Subcommittee		
Questions		Responses		Notes
8	What was the existing Guaranteed Maximum Price Bid for the Spa Road project?	The Guaranteed Maximum Price (GMP) was anticipated to be \$4,347,326 in our agreement dated March 17, 2016. This did not include the rear portion of the Spa Road site, a new salt barn, or replacement or removal of the fuel tanks. It was also based on 50% stormwater management treatment. A final GMP will need to be established if and when the project is approved to move forward at either site.		
9	On what date was that bid submitted and when did it expire?	The bid was submitted on April 22, 2014, and it does not expire. The agreement to negotiate a GMP remains in place.		
10	There are several indices available to allow us to adjust construction costs for inflation. Does the City have a preferred index for adjusting non-residential construction costs for inflation? Unless advised otherwise, we will use 5.1% per year (https://edzarenski.com/2016/09/12/construction-cost-inflation-commentary/).	We concur with use of 5.1% per year.		
11	Slide 10 of the handout provided at the Task Force's July 23 meeting suggests that there has been at least some initial thought given to a building plan on Forest Drive. A copy of any documents shedding light on the scope of the project, building specifications or preliminary estimates is requested. In particular, please identify material differences between the site preparation and site development needs for the Forest Drive site as differing from those at Spa Road, and how were these costs estimated.	<p>The building plan on Forest Drive was prepared by an architect hired by the potential developer, Tom Baum. Public Works had limited input on conceptual design. Mr. Baum's plan was prepared to determine whether the program elements of the Spa Road design could fit on the Forest Drive site. The concept plan is based on placing the building designed for the Spa Road site on the Forest Drive site as is and placing the vehicle and material storage buildings and salt barn on the site as they will best fit. The City has not performed a detailed analysis of the operational issues associated with the concept design provided by Mr. Baum, including entry into the maintenance bays in the main building and loading and unloading operations in the yard.</p> <p>The salt barn at Spa Road is beyond its useful life. Therefore, a new salt barn would be required at either location. Likewise, the fuel tanks and pumps on Spa Road are beyond their service lives, but still in working condition. If the facility is built on Spa Road, the City will have to remove the fuel station and purchase fuel elsewhere or replace it. If the facility is built on Forest Drive, the City will have to purchase fuel elsewhere.</p>		
12		The City's current SWM requirement for new development, based on the 2019 City Council Resolution, is that applicants treat 125% of the design volume required by the State Standards. We believe that treatment of 125% of the design volume is not possible on the Forest Drive site, but that off-site treatment could be used to meet the SWM requirement. The inability to fully treat the stormwater on site does not disqualify the site. The cost of off-site treatment is impossible to estimate until the acquisition cost and physical characteristics of the land parcel are known.		Updated response 10/9/19
13	What would be the additional design and permitting costs for the Forest Drive site, and how costs were estimated?	The City doesn't charge permit fees for its projects. The City hasn't prepared a detailed estimate of the additional design costs for Forest Drive, but the DPW estimates the costs will be \$250,000-\$300,000.		
14	What would be the initial and annual costs to the City of securing necessary easements for use	The only easement required at the Forest Drive site is over a portion of the American Legion property. Any agreement between the City and Legion would have to be approved by the American Legion's membership. After subsequent meetings with American Legion representatives, the Legion has requested a new roof, paving of their parking lot, a memorial garden, access to Skipper's Lane, and a long-term lease with the City for the City to share their parking area. The estimated cost of paving the parking lot is \$90,000- \$120,000. Other costs have not yet been quantified pending negotiations.		Updated response 10/9/19

	Questions	Responses	Notes
15	If the DPW facility were to relocate from Spa Road to Forest Drive, our assumption is that all functions that were located at Spa Road will move to Forest Drive with the exclusive exception of the fueling operations. If correct, this means that all other of the operating cost of the DPW facilities will be common to both solutions (e.g. the same regardless of site) and therefore not distinguishing costs. If this assumption is not correct, then please clarify.	Correct.	
16	Whether there are material differences in cost between maintaining fuel tanks and dispensers on site (Spa Road option), versus purchasing fuel from a third-party (Forest Drive option)	The fuel tanks and dispensers on Spa Road are at the end of their service lives, and replacement would cost \$200,000-\$250,000. Annual maintenance and insurance costs are less than \$10,000/year. If the facility were build on Spa Road, the City would have to decide whether to replace the fuel station or remove it and buy fuel elsewhere, as we would do on Forest Drive. We cannot project what the cost of purchasing fuel from a third-party would be. The County and presumably the State of Maryland purchase fuel at favorable prices per a competitive contract, as does the City. However, we don't know what compensation either might want from the City to allow the City to use their pumps. The County has indicated they are willing to consider such a partnership, and their staff is exploring that option.	
17	Whether there are material differences in efficiency based on the location of the DPW Maintenance Facility.	The City staff does not anticipate any material differences in efficiency between the two sites if the City removes the fuel pumps on Spa Road and purchases its fuel from a third party, regardless of the location of the maintenance facility.	
18	The age and expected useful life of the fuel tanks and dispensers located at Spa Road	The underground fuel tanks and pumps are at the end of their service lives. They were installed in 1987-1988 and have a 30-year life expectancy. The tanks are epoxy-coated, double-wall steel tanks. The piping was replaced in the late 1990's-early 2000's. Our insurance options have become more limited over the past five years as only 1-2 carriers are willing to insure tanks that are 30 years old.	
19	Any and all costs associated with maintaining the Spa Road fuel tanks and dispensers (exclusive of the cost of fuel) over the past 5 fiscal years	See Appendix B for the FY2015 - FY2019 Fuel Maintenance Costs. In addition to the costs shown in the spreadsheet, DPW staff regularly monitors the fuel tanks for leaks at a cost of approximately \$3,600 annually.	
20	Environmental compliance costs (e.g. LUST, NPDES<, etc.) that are eliminated by abandoning Spa Road fueling facilities and Spa Road fueling operations.	Public Works staff performs the weekly environmental testing of the fueling facilities as part of normal job duties; therefore, City staff does not expect any savings if this testing is no longer required. City staff time to monitor the tanks for leaks is approximately \$3,600 annually.	
21	The City's \$/gallon cost for fuel and cost for using alternate sites contemplated if the DPW moves to Forest Drive?	City staff does not yet know whether the County or State are willing to partner with the City to allow us to use their nearby fuel pumps or what the costs would be. Likewise, we cannot project future fuel prices. However, unless the facility stays on Spa Road and the City decides to replace the existing fuel tanks, the City will be purchasing its fuel from a third party regardless of whether the facility is located on Spa Road or Forest Drive.	
22	The methods used by the City to purchase fuel and the average cost of fuel per gallon per year for the last 5 fiscal years?	See Appendix C for the average cost of fuel/gallon over the last five years. The City purchases fuel via a competitive bid that adds a factor to the current Oil Pricing Information Service price.	

	Questions	Responses	Notes
23	Whether the City has performed a centroid analysis to determine the most efficient placement of the DPW site based on the typical daily travel of employees, and how the proposed locations compare. If an analysis was performed, a copy is requested.	A centroid analysis has not been performed because City staff does not believe it appropriately assesses the City's operations. A centroid analysis would apply if the City's operations were a "hub and spoke" system where crews were dispatched from the operations yard to a job site, and then they returned to the operations yard after completing each job or task. In the City's operations, DPW crews dispatch from their assigned location at the beginning of each work day and generally don't return until their lunch break or at the end of the work day. Police vehicles leave the police station and travel all over the city for their entire shifts. Fire vehicles are dispatched throughout the city and routinely into the county, including to the Anne Arundel Medical Center and Baltimore Washington Medical Center. These operational travel patterns do not lend themselves to a centroid analysis.	
24		City staff did review the distance from the Spa Road and Forest Drive sites to the county fuel pumps on Jennifer Road and the State fuel pumps on Taylor Avenue. From the Forest Drive location to County's Jennifer Road pumps is approximately 3 miles, while the distance from the Spa Road location to the Jennifer Road pumps is approximately 2.4 miles. From the Forest Drive location to the State's Taylor Avenue pumps is approximately 2.3 miles, while the distance from the Spa Road location to the Taylor Avenue pumps is approximately 1.3 miles. We do not believe there will be a significant difference in fuel costs or staff time as the vehicle operators will get fuel when they are on the road. Employees won't leave the DPW site or police station to get fuel, come back to their starting locations, then leave again to travel to their work assignments. They will simply get fuel when they are closest to the fuel pumps in their daily travel. In a city of only 7 square miles, we believe there will be no significant differences in travel times, fuel consumption, or staff efficiencies between the two sites.	
25	The maintenance and upkeep costs of Weems-Whelan Field over the last 5 fiscal years	The City does not maintain records of maintenance costs by field. Currently the only maintenance performed by Recreation and Parks crews is to cut the grass during the summer season.	
26	If DPW stays at Spa Road, whether the City would still relocate the Weems-Whelan Field to an AACPS site.	If the City built the maintenance facility on Spa Road, Weems-Whelan Field would remain in use as an athletic field owned and maintained by the City.	
27	Which types of tax revenue-generating residential dwelling units are expected to be developed on the Spa Road properties, and for each type: a. How many? b. What mean square foot of living space? c. What would be the mean Real Estate Property Tax Assessment Value anticipated?	The highest and best use of both the Spa Road and Forest Drive sites is residential development. The tax revenue that would be generated from the residential development of either site would depend on the number and mix of units as well as the market for the units. At each location, at least 15% of the units would have to be moderately priced dwelling units, and the City no longer allows developers to pay a fee in lieu of providing MPDUs. The developer estimates approximately \$350,000 of tax revenue annually from residential development on the Spa Road site. He estimates another \$150,000 for artist loft housing on the west side of Spa Road, which is not part of the land swap. UPDATE / CORRECTION: The highest and best use for Forest Drive is commercial, not residential development. The remainder of the original answer is still correct.	Update 10/9/19
28	a. What is the current maximum potential zoning-allowable numbers and types of property tax-generating units that could be developed there, and same questions as above for that area.	The parcel on the east side of Spa Road is split zoned between R2 and R3. These zoning districts allow residential use as well as a few other uses such as museums, government uses (with a special exception), churches, and daycares, but no retail or office use. Approximately 23 units could be built on the R3 portion, and 35 units could be built on the R2 portion. However, on the R2 portion, only 30% of the units could be townhomes. The rest of the units would need to be single-family detached (assuming the project comes in as a planned development).	
29	How long after SWAP closes, would the City expect to see the property occupied, and thus generating tax revenues?	Spa Road could take 24-36 months to close and start construction. The land would go on the tax rolls at the time of closing. The housing would come onto the tax rolls over an 18 month period as each was completed, starting 12 months after closing on the land.	
30	Does the City have modeling software (e.g., Implan) to determine the imputed personal income tax of new development?	The City does not have modeling software.	
31	Does the City have a preferred method for determining cost to the City of providing community services [i.e., the incremental cost to the City of servicing additional resident all units and/or square footage ("SF") of commercial space]? If so, what is it?	While the City has no method or model of determining the incremental cost of servicing additional residential units, the City does not anticipate any material differences in the cost of community services between the two sites. The highest and best use of both sites is residential development, and residential development is subject to the City's Adequacy of Public Facilities (APF) requirements to ensure the roads, schools, recreational space, fire suppression, and police staffing are adequate to accommodate the development. UPDATE / CORRECTION: The highest and best use for Forest Drive is commercial, not residential development. The City has no method of determining the incremental cost of either residential or commercial development, but both must meet APF requirements.	Updated 10/9/19
32	All plots have been identified as zoned residential. Confirm the exact zoning and permitted uses of each plot associated with the land swap.	Both the east side of Spa Road and the Forest Drive site are split zoned between R2 and R3. These zoning districts allow residential use, as well as a few other uses like museums, government uses (with a special exception), churches, and daycares, but no retail or office use. Commercial uses could be allowed through a type of planned development called a "special mixed." However, commercial uses would be limited to 30% of the land area. The west side of Spa Road is not part of the land swap. However, for information purposes, it is zoned R2 and has the critical area designation of IDA, which would allow slightly more impervious surface coverage. The same planned unit development requirements would apply. Because it is in the 100-foot buffer and has steep slopes that would restrict development, we estimate approximately 12 units could go on this site.	

	Questions	Responses	Notes
33	<p>For the property on the west side of Spa Road, we understand that the City envisions forgoing revenue-generating residential properties on that side, in favor of some lesser value uses in line with public and/or arts purposes. However, for fiscal evaluation purposes, we would like to evaluate the "highest and best" potential use for that land:</p> <p>Any plans, preliminary plans, or renderings submitted by the developer that suggest intended use and density for each lot in question.</p>	<p>The appraisals obtained by the City appraised the east and west sides of Spa Road together, and both appraisals assert the highest and best use is residential development. However, the Mayor would like to explore other possible uses of the west side of Spa Road, including using the site for artists or art spaces, for environmental nonprofits, or for tech uses. Again, the west side of Spa Road is not part of the proposed land swap, and its ultimate disposition or use by the City is independent of whether the public works facility is built on the east side of Spa Road or on Forest Drive.</p>	
34	<p>Please provide guidance for how you would estimate the salvage value of land and improvements at end of time horizon.</p>	<p>We have not estimated the salvage value of the land and improvements at the end of a time horizon as we expect the facility to be in operation for many decades. If we did dispose of the property in the future, we would obtain an appraisal to determine its value.</p>	
35	<p>Please tell us the City's projected Pooled Investment Earnings rates for upcoming fiscal years for which your budget office projects earnings (e.g. the next 6 years), and, unless advised otherwise, we will use the last in that string for then-following years through the time horizon.</p>	<p>2%</p>	

	Questions	Responses	Notes
		September 17 Questions from Finance Subcommittee	
36	<p>We assume that LaTerra Homes will want to take immediate possession of the Spa Road Site after closing, and will need most (if not all) of the land for his own operation. We anticipate that there will be a 28-month period between closing on the transfer and the opening of a Forest Drive Site. Is this correct?</p> <p>If this is correct, please explain how DPW will accommodate the current uses of the Spa Road East Side noting estimated costs.</p> <p>If this is not correct please explain whether the developer is leasing back the site for the construction period (and if so under what terms), or whether there is a plan to jointly occupy Spa Road during the construction of a Forest Drive site.</p>	<p>Public Works will continue to operate on the west side of Spa Road until the new facility is completed, irrespective of the selected site. Additionally, for the last two years, Public Works has leased a vacant storage yard off Taylor Avenue at the Loews Access Road across the street from the Annapolis Police Station. The City will continue to lease this property for storage of materials and the other current uses currently on the east side of Spa Road until the new facility is completed. The lease cost for the Taylor Avenue property is \$1,000 per month.</p>	
37	<p>What information does the City need in order to decide whether or not it would extend Skipper Lane? What would be the estimated cost to the city of Skipper Lane Extension?</p>	<p>No decision has been made on a Skipper Lane extension. The two options are (1) "right in, right out" access from and to Forest Drive with no extension of Skipper's Lane, or (2) access to the DPW site via an extension of the Skipper Lane Extension with City vehicles using Skippers Lane to South Cherry Grove Avenue, with entry and exit from Forest Drive at the existing traffic signal. The County has expressed a willingness to support Option 1, which would not be as operationally advantageous to Public Works operations as Option 2 because City vehicles would have to use only the southbound lanes of Forest Drive for entering and leaving the site, and they would need to pull into traffic from the site onto Forest Drive without the benefit of a traffic signal. The estimated cost to the City of Skipper Lane Extension is \$285,000 - \$350,000 if the Skipper Lane Extension is built across the American Legion and proposed Public Works parcels.</p>	
38	<p>The Land Use Section of the report calls for an archeological study before development of Forest Drive. Please confirm that this will be a requirement. Assuming that it is required, what will the archeological study cost? Would this archeological study be done before or after closing?</p>	<p>The City and the proposed developer would need to work out which party would perform any required archeological and environmental studies for the Forest Drive site. A Phase 1 archeological study costs between \$10,000 and \$20,000. The study should be completed before closing in order to answer any remaining questions about archeological remains and items on the site.</p>	
39	<p>Was the time needed for an archeological study accounted for in the estimated 28 month construction period? If not, how much time will that add?</p>	<p>The time for an archeological study was not included in the estimated 28 month construction period as we believe that it should be completed before the property closing. A Phase 1 study can be completed in approximately 2-3 months.</p>	
40	<p>Although of minor fiscal effect in NPV analysis, with respect to the incremental capital cost elements identified, could you please estimate what fractions of each would occur in the 1st, 2nd, and 3rd 12 months following closing on the swap deal.</p>	<p>We estimate that 20% of funds will be expended during the first 12-month period, 60% during the second 12-month period, and 20% during the third 12-month period.</p>	
41	<p>What is the City's demonstrated track record on accurately forecasting capital costs in project development? We are looking for the historical 90% error band of actual-versus-projected capital project cost experience. Please answer the same question with respect to operating costs and revenues.</p>	<p>We don't maintain that data on capital costs. You may visit the following link to compare budget to actual operating costs: https://www.annapolis.gov/156/Comprehensive-Financial-Reports. This link has the Comprehensive Annual Financial Reports (CAFR) for several years. The Budget vs. Actual report for General Fund can be found on page 75 & 76 in the most recent CAFR.</p>	
42	<p>As Kathy Ebner put it, the favorability of the project appears to be dependent on the realizability of the pedestrian bridges and community amenities afforded only if subsequent grants actually are attained. Our assumption that any remaining net proceeds of the Land Swap will be used as the City's match.</p> <p>At a high level, it seems that the Grantors will require the City to be able to cover anywhere from 20-50% of the cost of a project in order to receive the benefit of grant funds. It is important for us to demonstrate the feasibility of the City's grant strategy. To do this, we need the following:</p> <p>Historical analysis of the City's grant win-rate. If the City can differentiate its win-rate for federal, state, and private grants, then that would be preferred.</p>	<p>Unfortunately, we do not have the ability to supply this information. We do not maintain a list of grant applications submitted by the departments.</p>	

	Questions	Responses	Notes
43	Assuming available net proceeds of \$1.25MM, which projects does the City intend to pursue? Please identify the grants targeted and the net proceeds needed for each project.	<p>We will pursue all grant opportunities for which the City might qualify that would allow us the maximum leverage of the funds. Fortunately, federal granting agencies will work with grant applicants to help identify the funding sources that best match the project. The Funder's Network for Smart Growth can be utilized to identify appropriate and likely private sources.</p> <p>For example if we were pursuing trail funding through FHA we would need to leverage 50% of the grant amount. A mixture of funding may be available from local or state capital or private foundation funds to make up the remaining 50%. In other words we may not need a \$1M in city match to fund a \$2M project.</p> <p>Thus we will pursue grant funding for the projects that most meet the funding source's program criteria.</p>	
44	The appraisal documents provided are incomplete. Where is their dated cover/transmittal letters? Where is the back-up math that was previously requested? Please provide copies of the request and instructions given to the appraising companies.	We have provided the full appraisal documents to the Finance Subcommittee and the Task Force Chair.	
45	With so much at stake, why did the City choose to accept appraisals based on such a relatively crude and less preferred method of appraisal? At the time the appraisals were delivered, had the Mayor's office already formed its preference for doing a swap, and if so, is it possible that the individuals making the appraisals were aware of that preference?	The certified appraisers, not the City, chose the most appropriate method of appraisal. The City ordered and paid for the independent appraisals with the intent of evaluating the possibility of property exchange without expressing any preference. The independent, licensed appraisers all conducted their appraisals in conformity with the Appraisal Institute's Code of Professional Ethics and Standards of Professional Appraisal Practice, which include the Uniform Standards of Professional Appraisal Practice.	
46	In email exchange with Mr. Littman, Mr. Baum has made reference to a project proforma. May we see this proforma? If not, why not?	Until the decision is made if and whether the Spa Road property will be disposed of and by what method (property exchange or sale via a Request for Proposal), it would not be appropriate for the developer to make his pro forma public.	
47	We presume that the City will not assign an incremental cost of doing the deal with respect to internal staff time. However, if a swap is done, we presume also that the City would experience at least some out-of-pocket closing costs (e.g., outside counsel, financial advisor, confirmatory independent discounted cash flow property appraisals, City's share of closing costs, etc.) which out-of-pocket costs the City would not experience in the absence of doing a swap deal. Please provide reasoned estimates for these potential cost elements.	The City does not plan to use outside counsel or its financial advisor. We will consider whether a discounted cash flow property appraisal will be valuable in closing the deal. We cannot estimate closing cost without knowing the final consideration and how costs would be split with the developer, but we don't anticipate closing costs will exceed 3%.	
48	We understand that this is difficult, especially given the time guidelines given, but the work of the Finances Subcommittee cannot be completed without the City providing its reasoned incremental capital cost estimates for the elements identified. Please do provide your best reasoned estimates for the following incremental capital cost elements ("incremental" meaning cost to develop PW at Forest Drive in comparison to redeveloping PW at Spa Road):	<p>Stormwater Treatment: The cost of stormwater management (SWM) is exceedingly difficult to estimate. Under the new City Council Resolution and Public Works Implementing memorandum, SWM at both Spa Road and Forest Drive will almost certainly require off-site practices. The cost of off-site treatment is impossible to estimate until the acquisition cost and physical characteristics of the land parcel are known.</p> <p>Easement and/or amenities necessary to gain American Legion approval: There have been informal discussions with the American Legion leadership regarding use of their property, but no formal agreements have been made on an easement or what amenities would be necessary. In preliminary discussions, the Legion has indicated they are interested in a new roof, paving of their parking lot, a memorial garden, access to Skipper's Lane, and a long-term lease with the City for the City to share their parking area.</p> <p>Environmental Remediation of Weems-Whelan Ball Field: Until a Voluntary Compliance Program (VCP) agreement and plan are in place for the ball field, the City cannot determine the cost for compliance with the plan. Further, the VCP requirements may vary depending on the end use (residential vs athletic field) of the land.</p> <p>Temporary Housing (Street Maint. Traffic Control & Street Maintenance) 2 to 28 months: Public Works will continue to operate from the west side parcel at Spa Road. Additionally, the City is leasing a parcel of land off Taylor Avenue near the Loews access road for Public Works for material and equipment storage. The lease cost for this property is \$1,000 per month.</p> <p>Additional Parking at Adjacent Vacant Site: Additional parking on the American Legion site is estimated to cost between \$90,000 and \$120,000 for a 30,000 sf parking lot.</p> <p>Driveway to Newtowne Drive: The driveway, or Skipper Lane extension, is expected to cost between \$0 (if not built) and \$350,000 (for 500 lf of new street).</p> <p>Compliance With City Forest Conservation Requirements: This cost is unknown at this time. The extent of required tree removal, reforestation and afforestation will be determine working with the regulators during project design.</p> <p>Phase I Arthrological Survey: The estimated cost of a Phase I archeological survey is \$10,000-\$15,000.</p>	

	Questions	Responses	Notes
49	What is the height of the sound wall corresponding to the range of cost estimates given?	15 feet	
50	Please give further explanation of the \$1,720,000 figure appearing in the City's September 3 table display entitled "COMPARISON OF CONSTRUCTION COSTS FOR PUBLIC WORKS FACILITY..." It appears to simply be the numerical difference between the beginning construction costs given for Forest Drive versus Spa Road. Is that just a coincidence? How was the figure derived?	See Appendix G for an updated cost comparison of Spa Road to Forest Drive. The comparison previously provided on September 3 incorrectly assumed that the total cost of site work and construction on Spa Road would be the same for Forest Drive, which was \$4,285,935 for the front part of the site (Phase I) and \$1,720,278 for the rear part of the site (Phase II). Phase I included Buildings 1 and 2 on the front of the site, and Phase II include Buildings 3 and 4 on the rear of the site. Buildings 3 and 4 are unconditioned vehicle storage buildings (canopies) for storing Public Works vehicles and equipment. They are not included in the Forest Drive concept design due to space constraints. Due to the smaller size of the Forest Drive site, the sitework cost will be lower than the estimated cost for Spa Road.	
51	Please provide a reasoned basis for how we should account for the value of engineering work that the City has already carried out with respect to the redevelopment of PW facilities Spa Road.	The expenditures to date for the Spa Road capital project include design, permitting, building demolition, trailers, storage yard lease, and site stabilization, and security fencing after demolition. These are sunk costs that benefit both options equally so they should not be included in the comparison between the two options.	
52	What annual inflation rate does the County assume in its future casting of operating costs?	2.50%	
53	What is the basis for the City's projection of \$300,000/year additional tax revenue to be generated by the swap? Please show your math. Is this this revenue based solely on the City property taxes, or does the calculation include non-tax fee-for-service charges (water, sewer, refuse, watershed, etc.) that happen to be collected by means of the City's consolidated property tax billing mechanism.	The \$300,000 of additional tax was calculated assuming an assessable base of \$40,000,000 on the residential development on Spa Road and a tax rate of \$0.738, the City's current tax rate. (\$40,000,000/\$100*\$0.738 = \$295,200, which is approximately \$300,000. This revenue does not include utility charges for water, sewer, refuse, or watershed restoration as those utilities are provided via enterprise funds designed to recover their costs.	
54	The Briefing Document had show that 40 townhouse dwelling units would be built on the Spa Drive East site. A more recent presentation shows a mix of dwelling types totaling 50 dwellings including 10 very small dwellings, each attached to a larger single-family home. Will the ultimate property owners of those small (presumably workforce housing) dwelling units be expected to pay City Property Taxes; will those small dwellings generate property taxes or would they be expected to be exempt?	All units will pay City property taxes.	
55	What form of ownership is envisioned for the residential property that would be developed on Spa Drive East—fee simple or will those properties be owned in condominium fashion?	Fee simple	
56	The City Manager has already explained rather clearly (in reference to City services) that even if the swap were not carried out, then the same additional residential services would have to be provided to new residences developed elsewhere in the City (e.g. at the Forest Drive site). Does the City have reason to believe that the Spa Road development would generate more tax revenue because of a distinguishing factor (e.g., higher home values) than the Forest Drive site or elsewhere in the City where the same housing needs would be met? If so, what is the City's reasoned estimate for the incremental benefit to the tax rolls of developing Spa Road (i.e., how much more tax revenue does Spa Road generate than Forest Drive)?	Forest Drive is a significantly smaller parcel than Spa Road. It is split zoned R2 (primarily single family detached with townhouses permitted) and R3 (primarily a townhouse use zoning classification. If Forest Drive were developed for residential use, the maximum permitted townhouse density would be only 21 units, which would generate less tax revenue than the number of units that could be constructed on Spa Road.	

	Questions	Responses	Notes
57	Discuss Timing	<p><u>Option 1: Public Works remains at Spa Road</u></p> <ol style="list-style-type: none"> 1. Project design – 6 months 2. Project permitting and re-bidding (done concurrently) – 4 months 3. Project construction – 18 months. <p><u>Option 2: Public Works moves to Forest Drive</u></p> <ol style="list-style-type: none"> 1. Project design – 8 months. If off-site SWM is required, it will be a separate project with an independent timeline for completion. 2. Project permitting and re-bidding (done concurrently) – 4 months 3. Project construction – 18 months. 	

	Questions	Responses	Notes
		Traffic Subcommittee	
58	Is the pedestrian bridge over Forest Drive essential to the relocation of DPW to Forest Drive lot? Alternatively, is the feasibility of the bridge has been or will be evaluated separately?	The pedestrian bridge over Forest Drive is not essential to the Public Works operations from the Forest Drive site. Rather, it is an amenity that may be possible with the land swap.	
59	Has the City's DPW performed research showing the benefit and impacts of constructing the bridge?	DPW has not specifically researched or studied the benefits and impacts of the pedestrian bridge. A pedestrian bridge would improve safety, mobility, accessibility, and connectivity along the Forest Drive corridor by providing an opportunity for alternative modes of transportation, including biking and walking, both of which have health benefits for individuals.	
60	Has the City initiated or completed Traffic Impact Study for the relocation to Forest Drive?	The City has not initiated or completed a Traffic Impact Study for the relocation of the PW facility to Forest Drive.	
61	What engagement has the City done with Anne Arundel County and SHA. Maryland SHA controls Spa Road. I'm sure they will request a feasibility study for the bridge over Spa Road. I had one meeting with the City's Director of Public Works.	The City has engaged with the County to discuss the pedestrian bridge over Forest Drive. The County has provided a letter (posted to the Task Force website "Letter from County re: Pedestrian Bridge") regarding their willingness to consider this proposed amenity that we will provide to the task force as soon as we receive it. Spa Road from West Street to Forest Drive is owned by the City, so although the State would be notified of plans to build a pedestrian bridge over Spa Road, SHA approval would not be required.	
62	What other development projects along the Forest Drive corridor have been approved and are there any traffic studies that support their approval?	See Appendix D for development projects that are under review or construction. Traffic studies were submitted for 979 Bay Village Drive (2016), Chesapeake Grove off of Bembe Beach Road (2015), the Kiddie Academy at Forest Drive and Thom Drive (2018), and the Villages at Providence Point (2018). We will provide copies to the task force.	
63	What is the long term strategic traffic plan for the corridor?	There have been numerous traffic studies of this corridor, most recently in the Forest Drive/Eastport Sector Study: https://www.annapolis.gov/1240/Forest-Drive-Eastport-Sector-Study .	
64	If the Skipper Lane extension has been previously planned what are the plans that were approved and what if any steps have been taken to validate the plan from a land, traffic impact and financial perspective?	The Planning and Zoning Department is requiring the neighboring property, the Villages at Providence Point, to design a road that would go from Gemini Drive to Newtowne Drive. The Providence Point developer would be responsible for construction the portion of the road on their property.	
65	Is there a transit plan for the corridor that should be reviewed as part of this effort. i.e. are there new bus routes or schedules that would support the proposed move?	See Appendix E for the two bus routes the bus routes on Forest Drive and Spa Road. Currently the City has no plans to add more routes.	
66	Was there any traffic impact analysis or assumptions with the redevelopment of 1750 Forest Drive that can be shared?	This redevelopment (the former MAF building) was not required to submit a traffic impact analysis under the provisions of the City Code, so none was submitted. They did a limited study on the South Cherry Grove intersection that was posted to the Task Force website under the Traffic Subcommittee.	
67	Is there a detailed budget / project plan / priority list for excess funds created through the land swap?	Priorities for the use of any proceeds from the land swap will be decided the City Council once the available funds are known. The Mayor proposes to use the excess funds to leverage grants for the proposed amenities (pedestrian bridges, bike paths, ball fields, etc.) The Mayor's goal is greater connectivity of city neighborhoods and pathways that allow children, families, and residents of all ages to safely travel to the Truxtun pool, the Pip Moyer Recreation Center, the Boys and Girls Club, the library, Maryland Hall and the Bates fields, etc. by bike or on foot without having to cross Forest Drive.	
68	Can artificial turf fields be constructed within Critical Areas?	Yes, but they are considered to be impervious surface.	
69	Is there sufficient parking to handle the increased recreational fields or amenities? County RP assumes about 40+ spaces/field.	The Weems-Whelan field has about 20 parking spaces. We anticipate users of the Maryland Hall/Bates fields will continue to use parking at Maryland Hall/Bates as they currently do. Accessibility by foot and bike may also reduce the need for automobile parking.	
70	Are there concerns with landfill contaminants under fields or subsurface drainage areas?	Recent testing of the soils at Weems-Whalen field found contaminants. See Appendix F for the results of that testing.	
71	Can the City maintain the turf fields on BOE property?	The City and Anne Arundel County Public Schools could enter into a Memorandum of Understanding allowing the City to maintain the fields.	
72	Who would control the schedule use of the fields?	The City and Anne Arundel County Public Schools could enter into a Memorandum of Understanding to allow the City to control the scheduling of the fields. While the fields are on school property, they are not used by the middle school because county middle schools do not have sports programs.	
73	Will lights be added to extend use of fields, since they are not available during the school day to the public?	Lights are not currently planned for the fields, but could be considered in the future.	
74	What is the broader plan for a pedestrian/bicycle network and how do the bridges enable it?	The pedestrian bridges would allow people to safely travel around the city without having to cross Spa Road or seven lanes of Forest Drive. Please see the Master Bicycle Plan at www.annapolis.gov/DocumentCenter/View/1209/Annapolis-Bicycle-Master-Plan-PDF?bidId=	

	Questions	Responses	Notes																									
75	What are the key origins (residential) and destinations (schools, shopping, recreation, employment, etc.) that would benefit from the enhanced ped/bike network?	Key origins include Newtowne 20, Woodside Gardens, Homes on the Glen, Bywater, Greenbriar, Village Green, Kingsport, and other neighborhoods on the southwest side of Forest Drive, and Heritage, the Gentry, the Enclave, Westwinds, Admiral Farragut and others on the northeast side of Forest Drive. Major destinations include the Safeway shopping center, Bates and Annapolis middle schools, the West Street library and Germantown fields, Truxtun Park and the Pip Moyer Recreation Center, the Boys and Girls Club, Maryland Hall, the Annapolis Town Center, Annapolis Mall, Waterworks Park, Quiet Waters Park, and downtown Annapolis.																										
76	What are the potential funding sources, including grants, that can be used to support the bridges and network buildout?	See Appendix A for a listing of possible grant opportunities.																										
77	What are the expected benefits to traffic reduction, safety, environment, health, transportation equity, economic impact and property values from the enhanced ped/bike network?	The City wants to manage its traffic and transportation in new and strategic ways. This includes increasing options for modes of transportation other than automobiles, particularly bike and pedestrian option. Dedicated bike lanes are demonstrably safer than bikes on roads and encourage much more ridership. Also, there is a known correlation between bike and pedestrian facilities and enhanced property values. Both biking and walking are known to improve health outcomes and do not contribute to our carbon footprint.																										
78	What other actions are planned or should be taken by the City to assure the network is built out (e.g. in the Comprehensive Plan, legislation, budget, staffing, etc.)?	The City's Capital Improvement Program includes a Trail Connections project. The total project cost is \$342,666, comprising \$12,666 of prior approved appropriations (most of which has already been spent on real estate ownership research); FY2020 Appropriation of \$80,000 for planning; FY2021 Programmed Funds of \$50,000 for design and \$100,000 for construction; and FY2022 Programmed Funds of \$100,000 for construction. The project description notes that FY2020 funds will be used to determine the needs and priorities for the trail system, including possible land acquisition and easement costs that are not currently included in the CIP, and the City will seek future MODT grants in conjunction with the County to design and construct the trail system in FY2021-2022. In other	Updated Response - 10/17/19																									
79	Are the county and SHA aligned with the ped/bike plan?	City staff has had many meetings with both the County and SHA on the City's pedestrian/bike path plans. Both are supportive.	Updated Response - 10/9/2019																									
80	Are there any traffic studies for Spa Road available from the past 5 years?	There are no traffic studies for Spa Road in the past five years.																										
81	Will the Forest Dr. site support the DPW long term (20-30 year) growth plan?	Since the City is essentially built out, we do not anticipate significant growth in DPW staffing, especially for the operations and maintenance crews. This would change only if the City annexed large areas in the County.																										
82	How much has been spent to date to redevelop the Spa Road site and on what?	The City has spent \$1.5 million to date on design, permitting, temporary trailers and storage yard, site demolition, minor grading, site stabilization, and maintenance of sediment and erosion control features.																										
83	Based on the previous efforts on Spa Rd can you provide cost estimates on the engineering and development needs for a move to Forest Dr.?	See attached Appendix G for a cost comparison of all components of Spa Road and Forest Drive.	Updated Response - 10/9/2019																									
84	Can you provide a distribution of DPW service locations for the past 6 months for traffic analysis?	DPW services include pothole repair, cutouts, street sweeping, sidewalk replacement, right-of-way maintenance and landscaping, utility maintenance and repair (water, sewer, and stormwater), and facilities maintenance and repair of City facilities. DPW has been dispatched to several thousand service locations in the past six months, all within the city's boundaries of only 7 square miles.																										
85	What is the anticipated timeline for completion of the new facility if approved?	The anticipated timeline to complete a facility on Forest Drive is 30 months. Design will take approximately 8 months. A special exception permit is required, which could take several months to obtain depending on appeals, and would be pursued while project design is ongoing. Permitting would then take approximately 4 months. During the permitting process, the design/builder would be obtaining pricing from subcontractors. After permitting and pricing are completed, the revised project cost would be submitted to City Council for funding approval. After approval of the project budget, the construction notice to proceed would be issued, and construction would take approximately 18 months to complete.																										
86	What is the anticipated timeline for completion of the project on Spa Rd if it stays there?	The anticipated timeline to complete a facility on Spa Road is 28 months. The design of the original scope of the project is complete, the special exception and grading permits have been issued, and the demolition work is complete. However, the design included only 50% stormwater management, and the City now requires 75% stormwater management for redevelopment with a goal of 100%. Additionally, a new salt barn will be added to the design, and removal of the fuel pumps and underground tanks will be included. The redesign work will require approximately 6 months. Any required permitting (including removal of the underground storage tanks for the fuel station) and re-bidding the project are expected to take approximately 4 months. The City would have to seek additional funding from the City Council for the project scope. After the approval of the project budget, the construction notice-to-proceed will be issued and construction would take approximately 18 months to complete.																										
87	Can you provide accident data for the Hilltop Ln/Forest Dr. intersection, as well as the Cherry Grove/ Forest Dr. intersection, Chinquapin Round and Forest Dr. , and Bay Ridge Ave and Forest Dr.	APD provided a summary of crashes at the 4 requested intersections. They are sorted by the following types of crashes: APD - accident with property damage API - accident with personal injury HPD - hit n run with property damage HPI - hit n run with personal injury FOREST DRIVE INTERSECTION - NUMBER OF CRASHES BY TYPE <table border="1"> <thead> <tr> <th></th> <th>APD</th> <th>API</th> <th>HPD</th> <th>HPI</th> </tr> </thead> <tbody> <tr> <td>Chinquapin Round Road</td> <td>127</td> <td>15</td> <td>20</td> <td>5</td> </tr> <tr> <td>S. Cherry Grove Avenue</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Hilltop Lane</td> <td>0</td> <td>42</td> <td>28</td> <td>1</td> </tr> <tr> <td>Bay Ridge Avenue</td> <td>15</td> <td>4</td> <td>1</td> <td>2</td> </tr> </tbody> </table>		APD	API	HPD	HPI	Chinquapin Round Road	127	15	20	5	S. Cherry Grove Avenue	0	0	0	0	Hilltop Lane	0	42	28	1	Bay Ridge Avenue	15	4	1	2	
	APD	API	HPD	HPI																								
Chinquapin Round Road	127	15	20	5																								
S. Cherry Grove Avenue	0	0	0	0																								
Hilltop Lane	0	42	28	1																								
Bay Ridge Avenue	15	4	1	2																								

	Questions	Responses	Notes
	Other Questions and Responses		
	Questions	Responses	
88	What are the estimated cost of the potential amenities, including two pedestrian bridges, enhancement to the American Legion facility, park along Spa Creek at the Spa road site, and athletic fields at Spa Road?	We cannot estimate the cost of the pedestrian bridges or a park on Spa Creek because neither have been designed yet. We have met with the Commandant of the American Legion and some board members, and they are open to the construction of the facility on Forest Drive. However, we have not yet negotiated what improvements or compensation they might want in exchange for the ability to construct a driveway and shared parking. Therefore, we cannot provide a cost estimate at this time. The cost of athletic fields varies depending on whether they are artificial turf (more expensive than grass fields to construct), have lighting (not planned at this time), etc. Again, we have not designed the fields, so we cannot yet provide a cost estimate. Anne Arundel County has budgeted \$6.3 million for 9 artificial turf fields. Some are new, additional fields, and some are replacement fields, but the average cost is \$485,000 per field.	
89	What is the designed height of the proposed PW facility?	35'3"	
90	Verify 105 vehicles and pieces of equipment will be stationed at the new facility.	This is correct.	
91	What are other parking options if the driveway becomes the Skippers Lane extension?	Additional parking will be required at either the American Legion or at the adjacent undeveloped site on the other side of the facility.	
92	How many mature trees will be removed at the Forest Drive site?	A tree survey has not been initiated for the Forest Drive site. The survey would be required during the design and permitting phase of the project. The City's "no net loss" forest conservation laws would apply to this project.	
93	Is 100% treatment of stormwater possible at the Spa Road site?	The City Council's new stormwater management policy is 75% for redevelopment projects. The City would likely be able to achieve the 75% treatment requirement, but we would have difficulty treating 100% without impacting the Weems-Whalen field.	
94	Can increased greenery be included in the Forest Drive plan?	The Forest Drive site will be extremely tight for all of the DPW operations. If greenery can be added to the landscaping or frontage design, it will be.	
95	What temporary changes can be made at Spa Road to improve working conditions?	The City's Risk Management Administrator recently met with staff at the Spa Road site to assess safety conditions. The City could rent an industrial building within to temporarily house the personnel assigned to street maintenance, traffic control and maintenance, and facility maintenance with only the fleet maintenance personnel remaining at the garage on Spa Road. There would be a significant cost to rent adequate space. Another option would be to add an additional trailer at the west side site at Spa Road for additional restroom, locker, and lunchroom space. There would be additional cost and time required to acquire and fit-out the new trailer. Additionally, space at the Spa Road site is very tight and vehicle parking would be displaced.	
96	What are the capital costs to build out Spa Road?	City staff is compiling the estimated capital costs for each site.	
97	What are the costs of the extra requirements at Forest Drive, including salt barn, sound wall, driveway/Skipper Lane extension, and parking lot on American Legion property?	See attached Appendix G for a cost comparison of all components of Spa Road and Forest Drive.	
98	What are the additional design costs for the Forest Drive site?	See attached Appendix G for a cost comparison of all components of Spa Road and Forest Drive.	
99	Is it possible that MDE's remediation recommendations or requirements for the subject site could differ depending solely upon which of these two land use options the City selects?	The City, need to meet with James Carroll, MDE's program administrator for the Land Restoration Program. We can't do that until we are prepared to present all known information regarding the site and are positioned to answer the many questions they will ask. We need to take and test samples of the Weems-Whelan cover soil over the incinerator ash to determine whether it is contaminated. We are currently processing a contract amendment for that soil sampling and testing and will schedule a meeting with Mr. Carroll once we have the information we need.	
100	What is the time frame for getting that soil sampling and testing done and for meeting with Mr. Carroll? I'm just looking for an estimate to see if it will be done in the time frame of the Task Force or if the TF report will only be able to say that this testing will be done and therefore the results are unknown.	The City executed a contract in late September and anticipates receiving the test results on by mid-October. We will then set up a meeting with MDE in mid-late October. MDE would have to determine what they would require in a Voluntary Cleanup Plan. It is doubtful MDE would finish their analysis in time for the Task Force's report.	

	Questions	Responses	Notes
		Task Force Chair's Questions - 9/12, 9/13, and 9/20/2019	Corrected/Clarified City Responses: 10/22/2019
101	Does the City definitively know that there is some contamination?	Yes. See page 5 in this document: https://www.annapolis.gov/DocumentCenter/View/13128/Subsurface-Soil-Investigation-for-Weems-Whelan-Field-08-01-19-PDF	
102	If so, does the City know the extent, the cost of remediation, and the consequences or impact of that contamination?	Corrected City Response - 10/22/19: The City does not know the extent, the cost, the consequences or the impact of remediation at this time. The City does not anticipate remediation will fall under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA).	Updated Response - 11/2/2019
103	Is the City solely responsible for the cost of remediation?	As of right now, the City is liable for any and all contamination on the Spa Road property, both to EPA/MDE and to private third parties. Even if the City sells the property to a buyer with knowledge, EPA and MDE have authority to pursue the owner of the property when contamination occurred, even if that person or entity is no longer the owner, and liability to private third parties (i.e. tort claims in a civil action) would not change. If the City and MDE agree for the City to go through MDE's Voluntary Cleanup Program (VCP), and the City completes all required remediation under the VCP, the City would have no liability to EPA or MDE for the currently existing contamination. However, the City would still have liability to private third parties. MDE also reserves its authority to go after the City for additional contamination previously undiscovered, actions by the City that make the existing contamination worse, failure to comply with any long term monitoring requirements or property use restrictions, failure to comply with a response action plan to clean up the property, and any new contamination that occurs during City ownership.	
104	Are the questions about the remediation common to both options of where to rebuild the PW facility? If the City does the swap, would the windfall necessarily be used to do the remediation?	Clarified City Response - 10/22/19: Until the City meets with MDE, it is unknown whether the remediation questions are common to both options. The remediation requirements may differ based on the proposed uses associated with the two different options (residential vs. athletic fields) of the Weems-Whelan field.	Updated Response - 11/2/19
105	Would the proposed developer assume any cost or liability of the swap was effectuated?	If the City were to sell after completing the voluntary clean up program, the new owner would only be liable for new contamination, actions by that buyer that make the existing contamination worse, or failure to comply with any property use restrictions. The City would still have liability for the existing contamination to private third parties as well as liability for additional contamination previously undiscovered, actions by the City that make the existing contamination worse, failure to comply with any long term monitoring requirements, or failure to comply with a response action plan to clean up the property. An alternative scenario is that a prospective buyer, not the City, submits the application to go through the voluntary clean up program. The City would still have liability to private third parties as well as liability for additional contamination previously undiscovered and actions by the City that make the existing contamination worse. The prospective buyer would only be liable for new contamination, actions by that buyer that make the existing contamination worse, failure to comply with a response action plan to clean up the property, or failure to comply with any long term monitoring requirements or property use restrictions. The City's liability would decrease, but not be eliminated, by the voluntary clean up program, regardless of whether the City or a prospective buyer complete that program, and regardless of whether the City sells the property. Going through the voluntary clean up program could be a long and expensive process. The City would need consultants and engineers to perform a Phase I Environmental Site Assessments and maybe a Phase II Environmental Site Assessment (in MDE's discretion), and possibly to assist with a public hearing on the City's application. If MDE decides the contamination is significant enough, then the City has to prepare and submit a response action plan (again needing consultant/engineer assistance), and, once approved, actually complete that plan. Following that there could be long term monitoring requirements and property use restrictions. Getting a prospective buyer to apply, in place of the City, would be beneficial, but it would not eliminate all City liability.	
106	If the swap does not materialize, then would the City still do the remediation, and, if so, on the same timeline as if there is no swap?	What remediation the City would be required to do, if any, and when would depend on requirements imposed by MDE under a voluntary compliance plan. The City intends to reach out to MDE about a VCP in late October when the results of additional testing on the Weems-Whelan field are received.	
107	Alderman Tierney wants to know the total residential units that are under construction, and planned for construction, their counts, approximate unit cost and % MPDU on the West Street Corridor up to and including Enclave expected final unit count.	West 141 Condos - 23 condo flats West End Row - 18 townhomes Enclave at Spa - 36 townhomes 2010 West Street - Towne Court - 42 units All projects listed above have paid fee in lieu per the current MPDU requirements except Towne Court, which is not subject to the MPDU requirements because it is an affordable housing development. And all info is updated monthly here: https://www.annapolis.gov/928/Current-Planning-Development-Review	
108	Has the City already taken out bonds for the rebuild of the facility at Spa Road? Are there applicable rules about needing to spend those bonds in a set amount of time? If so, please state how they apply.	The City sold \$5,761,857 of bonds for this project, and the City has spent \$1,423,040 of those bonds. Because the bond proceeds were not spent within 3 years of the bond sale, the City has to monitor the investment earnings on the bonds to determine whether we have to pay arbitrage. No arbitrage has occurred to date. The remaining \$4,338,817 of bond proceeds are part of a pool of bond proceeds that the City will use for other projects that are ready to move forward before the PW Facility is. The City will issue new bonds to fund whichever option the City Council chooses for the maintenance facility.	

	Questions	Responses	Notes
109	In the previous Q&A, the City has stated that it has not entered into negotiations with the American Legion. Will that be done within the time frame of this Task Force? If not, please reconsider providing an amount to be used as an estimate for these expenses.	It is not anticipated that an agreement will be negotiated with the American Legion within the timeframe of the Task Force. The American Legion officers are supportive of the move of Public Works to the Forest Drive site, but have not made a final determination of the terms of the agreement to use a portion of the Legion property. They are asking for a new roof, paving of their parking lot, a memorial garden, access to Skipper Lane, and a long-term lease for a portion of their land that the City wants to use for parking.	
110	Similarly, will the City begin talks with the school system about the Weems-Whelan field? What is the plan there?	The City has had preliminary discussions with the school system regarding relocation of Weems-Whelan field onto school property. Generally, there is support for improving the athletic fields on the school property.	
111	What is the plan for contacting the County and SHA to get their support for the ped and bike plan?	The County has been contacted about the proposed pedestrian bridge across Forest Drive, a County road. They have provided a letter that is posted to the Task Force website committing to work with the City on planning and development of the bridge. The section of Spa Road at the PW facility is a City street, not a State route, so building a bridge across Spa Road does not require SHA approval.	
112	Has the City contacted MDE about the Spa Road site and need for its cleanup? Does it intend to do so during the time frame of this Task Force? Has there been a Phase I or Phase II assessment?	The City is performing additional sampling of the top layer of soil at Weems-Whelan Field in order to determine the level of contamination, if any, in that soil. After the test results are available, the City will schedule a meeting with MDE to discuss the Weems-Whelan Field cleanup requirements. Phase I and II assessments were completed back in 2016-2017 for the Public Works portion of the east side site at Spa Road, but not for Weems-Whelan Field since it was not going to be disturbed by the facility replacement project.	
113	Failing to provide an estimate for the pedestrian bridges is not helpful and appears to be unnecessary as the estimates have been received by the proposed developer.	We agree that the estimates/proposals provided by the developer are the best cost information available for the pedestrian bridges until additional engineering work is completed to establish concept designs for the bridges.	
114	The Q&A says that providing 100% stormwater at the Forest Drive site is difficult. Does that mean impossible? Can it be done? If it can't be done, then does that disqualify that site? If it can be done, then at what cost?	The City's current SWM requirement for new development, based on the 2019 City Council Resolution, is that applicants treat 125% of the design volume required by the State Standards. We believe that treatment of 125% of the design volume is not possible on the Forest Drive site, but that off-site treatment could be used to meet the SWM requirement. The inability to fully treat the stormwater on site does not disqualify the site. The cost of off-site treatment is impossible to estimate until the acquisition cost and physical characteristics of the land parcel are known.	

	Questions	Responses	Notes
		Questions about Environmental Contamination	
115	Year(s) of construction for the incinerator building?	The incinerator building was constructed in 1934, and the ash was disposed of in what was formerly an open dump for 20 years.	
116	Years of operation of the incinerator building?	1934 to 1949	
117	Year of closure of the incinerator operation?	1949	
118	Cover placed over the incinerator ash material?	Unknown, but City staff suspects dirt and spoil material from other sites	
119	Year when the closure was completed?	1954, the year that Weems-Whelan Field was opened.	
120	What year was Weems-Whelan field completed?	1954	
121	Was there previously any testing completed for Weems-Whelan field and the subsurface?	City staff is not aware of any previous testing.	
122	Any other pertinent questions or information that you think may be needed.	In 1949, the City of Annapolis leased the site the Annapolis Athletic Association (AAA) for the purpose of developing ball fields for the use by any organized group in the City without regard to race, color, or creed. Work by municipal workers and members of the AAA resulted in the construction of Weems-Whelan.	
		Questions about how many homes would be built on the Spa Road site. Answers from Developer Tom Baum.	
123	How many units would you be permitted to build?	Because the property is split-zoned, only approximately 58 units could be built.	
124	How many units would you choose to build? What are the variables that would raise or lower this?	Per page 17 of my proposal, and accompanying site plan on Page 5, I am proposing 50 residential units. The variables to the ultimate unit count would come through 1) City Council approving the land contract at a stated target density, and 2) the Planned Development process that will determine what the City ultimately will accept and approve. It should be noted that Paragraph 7 on page 17 of my proposal conditions the proposed Land Value on achieving 50 market rate units, with a pro-rata adjustment (up or down) based on final site plan approval.	
125	How many of those units would be MPDU under current law?	It is important to note that new legislation was passed this week by Council that will change the MPDU requirement to 15% MPDU's with a fee in lieu option and no guarantee of a density bonus. The impact of this new legislation will need to be evaluated.	
126	Part of this question is trying to get at how you handle fractions. For example, if you build 58 units and the requirement is 15%, how do you build 8.7 MPDU units?	Fractions are typically rounded up - in your example 8.7 becomes 9 units required.	
	Citizen Question	City Response	
127	Where will the salt & sand be stored if it was on Forest Drive?	A salt barn is planned for the Forest Drive site to store the salt required for snow removal. Sand would be stored in the material storage area on the south side of the site.	
128	Since Spa Road has 7 acres and the swap on Forest Drive is only 2+ acres, is it possible to keep the facility on Spa Road using only 2+ acres and then build the homes on the remaining land?	City staff does not recommend pursuing a mixed use development at Spa Road that would include both homes and the new PW facility.	
129	Will there be a barrier between the new facility and Newtowne 20? How close to the Newtowne units?	A barrier or sound wall is planned between the new PW facility and the Homes on the Glen community just behind it. Newtowne 20 is further down Newtowne Drive, past Homes on the Glen and Woodside Gardens.	
130	How will the clean up of the Spa Road facility work? Will the City be liable if it isn't cleaned up properly or the cap by the developer doesn't work?	See the answers in the Environmental Contamination section above	
131	If the City of Annapolis moves to Forest Drive, how do you plan to muffle the noise from these large trucks? How do you plan to control the air pollution from trucks?	The concept plan for the Forest Drive option includes a sound wall to mitigate noise from the Public Works operations. Additionally, city staff expects that the new building will help to mitigate the 24/7 traffic noise on Forest Drive. Air pollution from the trucks and other vehicles is minimal as the equipment is outfitted with emission control features that reduce the release of pollutants.	
132	What happened if people become sick from these gas fumes who pays for that? What happens to the value of our property?	Air pollution from the trucks and other vehicles is minimal as the equipment is outfitted with emission control features that reduce the release of pollutants. City staff does not expect anyone will become sick from the operations. City staff believes the adjacent residential properties will benefit from this high-quality development of the vacant property and the elimination of the swampy, mosquito-filled area on the parcel. Further, multitudes of studies link bike and pedestrian pathways to increases in property values.	
133	What will happen to the property on the west side of Spa Road if the DPW builds on the east side? Will that be repurposed or does DPW plan on rebuilding there as well?	The west side property remain in operation until the construction of the new facility is complete, irrespective of where the PW facility is built. If the west side of Spa Road is not needed for government operations, it will be an opportunity site.	
134	Why is the city managing a fueling facility when this could be handled as a contract with a commercial fueling facility? Why not consider what the future holds in transportation and not spend City funds building and maintain a gas station? City should invest in electric city vehicles.	If DPW moves to Forest Drive, a fueling facility will not be built at that site. If DPW remains at Spa Road, the City will determine whether the existing fueling equipment, which is at the end of its service life, will be replaced. The City has a goal to transition to electric vehicles in the future, when the lifecycle cost of the EVs makes it economical to make the switch.	
135	Can you give specifics on sports fields to be relocated? Location, size, access. Is this property already owned by the City?	If DPW moves to Forest Drive, the entire City land on the east side of Spa Road will be sold for development. This includes the existing Weems-Whelan Field. The new athletic fields would be located on school system property next to the existing DPW facilities. The existing field with a track will be improved to a turf field using a grant from the State. Two other fields would be built on the school property that is east of Weems-Whelan Field. One of the new fields would be the same size as the current Weems-Whelan Field.	

	Questions	Responses	Notes
136	Who will be responsible for maintaining the upkeep of the bridge and who owns it?	The Spa Road bridge would be owned and maintained by the City since it would be over a City road. Forest Drive is owned and maintained by the County, so the ownership and maintenance responsibilities for the bridge will have to be mutually agreed-upon by the City and County.	
137	What will be done to current DPW site? How many homes will be built? Will all fields be removed from Bates/Whelan Complex?	The east side of the current Public Works site would become a residential development. Home would be built on the current Public Works footprint as well as the existing Weems-Whelan Field. New athletic fields will be built on the school system property next to Weems-Whelan Field.	
138	Who designed the new building? Awful! What does the renderings indicate as fronts, side, etc. Much info missing on this proposal	The rendering shown during the presentation was the southwest corner of the proposed building as viewed from Spa Road. The building was designed by a local architecture firm, Hammond-Wilson. DPW can provide additional information on the building upon request.	
139	Will bridges be designed to accommodate boats being brought to Eastport/Downtown for the events like the Annapolis Boat Show?	The bridges will be required to meet the minimum clearance standards as prescribed by the Federal Highway Administration.	
140	Why not let Ward 4 vote at the polls on this issue?	This issue is a citywide issue, and the City cannot hold ward specific votes. Only the City Council has the responsibility and authority to vote on and approve the land swap.	
141	Did the Mayor present the land swap proposal to businesses?	The Mayor has presented the property exchange to many businesses, including Soul and other tenants at the Village Green shopping center, businesses in the Annapolis Market (Safeway) shopping center, the owners of 1750 Forest Drive (old MAIF building), the SOFO Annapolis business group, and Heritage Baptist Church.	
142	LaTerra is a relatively new company (2018). Have their finances been thoroughly vetted?	The City doesn't vet the financial strength of developers proposing projects in the City. Rather, to ensure completion of projects to the City's satisfaction, the City requires developers to post bonds.	
143	Developer printouts state the proposed neighborhood will include low income homes for artists. Is it legally feasible to limit low income to solely artists?	The low income homes will be available to everyone who qualifies for them by virtue of their income level.	
144	Forest Drive is a county road. If a pedestrian bridge is built over Forest Drive, who will be in charge of maintaining the bridge?	Forest Drive is owned and maintained by the County, so the ownership and maintenance responsibilities for the bridge will have to be mutually agreed-upon by the City and County.	
145	Why is the Mayor supporting this based on majority of the sub committee reports? There seems to be a rush to judgement as the reports show the move isn't what the people want.	The Task Force has not completed their work in establishing the benefits and detriments for each of the two options. After they have completed their data/information gathering and final report, the City Council will make a decision on where the new DPW facility will be located.	
146	If DPW would electricity the fleet it would have only the heavy trucks to fuel up with the light duty trucks and cars being electric = Fuel tank problem solved	The fuel tank problem will be solved regardless of the option chosen. The City staff is researching how the City can convert its fleet to electric vehicles.	
147	There is a net loss of green space with swap idea. Why are we giving up a well maintained field for two terrible fields? Will developers do a disposal of toxic material under ball fields and buried along creek back?	The three fields on school system property will be improved, state-of-the-art fields. We believe that the condition, maintenance and availability of the fields will be a tremendous improvement over Weems-Whelan Field. The developer will work with the City and Maryland Department of the Environment to develop the procedures to address the incinerator ash that is under Weems-Whelan Field.	
148	Why choose to have the facility in a residential area, especially considering the problems it creates for traffic and the community, as well as opposition by businesses and DPW workers? Shouldn't a non-residential site be chosen?	There are no alternative sites available within the city limits that are large enough and have adequate access to meet the requirements of Public Works.	
149	Explain the ingress/egress of the Forest Drive site. Where would it be located? Across from Hilltop? Would Skippers Lane be opened up to Providence Point? Bridge over Forest Drive- Who maintains it? The City or County? Does the city have money for that? How do you ensure safety of cars traveling? i.e. incidents of vandalism-throwing items off the bridge.	There are two alternatives currently being considered for ingress/egress for the Forest Drive site. The first is right turn in, right turn out option for access to and from Forest Drive. This would be similar to the current ingress/egress for American Legion. The second option is to construct a driveway from the site across the back of the American Legion parcel to Newtowne Drive. Access to Forest Drive would then be via either Newtowne Drive (right in, right out, no signal) or South Cherry Grove (signalized intersection). The construction of Skippers Lane extension to Providence Point is being considered as a required condition of the development. Since Forest Drive is owned and maintained by the County, the ownership and maintenance responsibilities for the bridge will have to be mutually agreed-upon by the City and County. Pedestrian/bicycle bridges like the one proposed over Forest Drive normally have barriers such as chain link fence along the sides to prevent items from being thrown off the bridge onto the traffic below.	
150	Once the Annapolis City Spas Road land becomes available will greedy developers get their hands on it	The proposal being considered is to swap the Forest Drive property for land that currently houses Public Works on Spa Road in order that the Spa Road land can be used for a higher and better use.	
151	Why is it okay to affect us at Homes of the Glen. We already have issues in our community with toxic things in our environment especially with it directly in our Homes of the Glen community. How is that helping protect the health of families and children by it being on Forest Drive?	A state-of-the-art facility, complete with noise control features and improved stormwater management, will improve the vacant site on Forest Drive. The noise from Forest Drive traffic and Public Works operations and the persistent flooding on the site will be addressed by the Public Works project. Multitudes of studies show pedestrian and bicycle paths increase property values.	

	Questions	Responses	Notes
152	<p>Why is everyone speaking about this is the ideal place. When you don't live in the area. I live on Juliana Circle. No, I do not want to hear a truck at 6 a.m. in the morning. My question is why do it have to be close to a black neighborhood? You all are full of "bullshit" stop sugar coating this traffic pattern. Ask someone from Juliana Circle.</p>	<p>The new Public Works facility would have noise control features to address the concerns about truck noise during early morning and late night hours. There are no suitable sites in the city that are large enough and have adequate access for Public Works.</p>	