

HHS COMMITTEE #1
April 29, 2013

Worksession

MEMORANDUM

April 25, 2013

TO: Health and Human Services Committee

FROM: Justina Ferber, Legislative Analyst 
Peggy Fitzgerald-Bare, Council Grants Manager 

SUBJECT: **CIP Amendment: Cost Sharing: Montgomery County Government**

Those expected to attend this worksession include:

Office of Management and Budget Staff: Deborah Lambert and Mary Beck
Suzan Jenkins, Chief Executive Officer, Arts and Humanities Council
In addition, representatives of the organizations requesting funds are expected to attend.

Overview

Today's Committee worksession will review six of the eight individual projects the County Executive has recommended to add to the CIP: Cost-Sharing project for FY2014. The Committee will also review the Executive's recommendation to provide \$5 million in GO Bond Funding over five years to leverage private funding for Arts Facility Grants.

The Committee has already recommended approval of one of the Cost Sharing projects at its April 17 meeting: Executive-recommended funding of \$50,000 for the Muslim Community Center Clinic's requested funding for a two chair dental care facility, plus an additional \$50,000 for the project requested by the organization in its Council grant application for a total of \$100,000. (The organization will provide funds for the operation of the facility).

The PHED Committee reviewed and recommended approval of the County Executive's recommended funding of \$100,000 for renovation or demolition/modular replacement of the Ken Gar Community Center with the funding to be shown in a separate CIP PDF as this will be a County-led project.

The Cost Sharing CIP project is for the development of nongovernmental projects where County funding leverages private and other public funds for the project. **While the individual projects listed below are contained in the CIP, they are all recommended to be funded with Current Revenue which, as the Committee is aware, directly competes with resources for**

the Operating Budget. As noted previously, the County Executive recommends GO Bonds as the funding source for the Arts Facility funding. The PDF is attached on ©1-2. The projects to be reviewed today are:

Easter Seals Greater Washington-Baltimore Region	Renovation and expansion of Silver Spring Inter-generational Center	\$100,000
Jewish Foundation for Group Homes	Renovation funds for residential homes	\$125,000
Potomac Community Resources	Phase One construction funds for home for individuals with intellectual/developmental disabilities	\$50,000
St. Luke's House and Threshold Services United	Renovation funds for residential homes and organization's administrative offices	\$50,000
Takoma Park Presbyterian Church	Renovation funds to bring Church's commercial kitchen up to code and allow it to be a 'shared-use" community commercial kitchen	\$75,000
Sandy Spring Museum	Repair and renovation of museum facilities	\$65,000
Arts Facility Grants	\$5 million over five years; \$1 million in FY14	\$1,000,000
Total for projects reviewed on 4/29		\$1,465,000

This memorandum briefly describes each project, Executive recommendation, and Staff recommendation.

1. Easter Seals Greater Washington-Baltimore Region

CE Recommendation: \$100,000

Project Description: Easter Seals Greater Washington-Baltimore Region proposes to renovate and reconfigure space at the organization's Intergenerational Center in downtown Silver Spring. The proposed project will increase capacity for the organization's inclusive early childhood center (from current 90 to approximately 150 children), provide dedicated space for its Veterans Employment program (program did not exist when Center designed), space for support staff and security enhancements. The organization indicates that additional space is needed to accommodate service demand, noting for example, that the early childhood center is at capacity, and its veterans employment program is expected to grow tenfold. The organization submitted a Council grant application of \$250,000 for this project.

By way of background, the Easter Seals/Harry and Jeanette Weinberg Inter-Generational Center opened in 2008 and houses an adult day program, an inclusive child development program serving children with and without disabilities, an Assistive Technology Center, a caregiver

resource center, a therapy suite, community training center, and regional headquarters for the organization, as well as veterans employment programs. The County provided the land for the Center, in return for which Easter Seals pledged to provide \$1.2 million in subsidized care for seniors. The County also provided almost \$1 million toward the construction of the Center. The State of Maryland also contributed over \$1 million toward construction. Federal funds, private donations and tax exempt bond financing have been the other revenue sources used to construct the Center.

The proposed renovation is anticipated to cost between \$1.5-\$2 million. Anticipated funding sources are:

Requested FY14 County funding	\$250,000 (CE recommends \$100,000)
State funding	\$100,000 (approved FY13 State Bond bill; FY 14 \$250,000 State Bond bill not approved)
Private Funding to date	\$250,000
Remaining Funding needed	\$900,000-\$1,550,000 (depending on cost of project and County funding amount)
Total	\$1,500,000-2,000,000

The organization expects to begin construction in calendar year 2013, with completion sometime after July, 2014 as the Center will need to remain open during construction to accommodate its programs. The organization indicates that due to service demands, it needs to complete renovations as soon as possible and will take out a bank loan if needed for a portion of the construction costs.

Staff Recommendation: Approve County Executive recommendation of \$100,000. As construction is likely to be underway into Fiscal Year 2015, the Council can consider providing additional funding next year, after construction costs are more precisely known, and results of next year’s actions on Bond Bills and status of private fundraising are known.

2. Jewish Foundation for Group Homes

CE Recommendation: \$125,000

Project Description: Jewish Foundation for Group Homes (JFGH) seeks funding to assist with renovations at 13 of its group homes. The organization supports individuals with disabilities in group homes in Montgomery County. The average age of the homes is 47 years old and planned renovations include mold abatement, roof ventilation, accessible flooring, plumbing leaks, some exterior structural work, and furnace and HVAC unit replacement in some of the homes. The organization also proposes to replace all original exterior windows with modern energy efficient windows, which will reduce utility costs by an estimated \$6,000 in one year. The organization’s operating budget does include funds for ongoing maintenance but JFGH needs to obtain

additional funding for larger repairs and renovations such as these. The organization submitted a Council grant application of \$125,000 for this project.

The total cost of the project is estimated to be \$500,000 with proposed funding sources identified below.

County funding	\$125,000 (request and CE recommendation)
State funding	\$150,000 (approved FY14 Bond Bill)
Private funding	\$225,000
Total	\$500,000

Staff Recommendation: Approve County Executive recommended amount of \$125,000

3. Potomac Community Resources

CE Recommendation: \$50,000

Project Description: Potomac Community Resources (PCR) requests funds for Phase One construction costs for the development of a home for individuals with developmental differences/intellectual disabilities. PCR provides therapeutic recreational, social, educational, and respite care programs serving teens and adults with developmental disabilities. The organization intends to build a home for three adults with developmental disabilities on land owned by the Archdiocese of Washington through Our Lady of Mercy Parish in Potomac. The Parish is highly supportive of the project. An assisted living home built by Victory Housing is also currently located on the grounds of the Parish. The Archdiocese will provide a long term ‘highly concessionary’ lease to PCR for the land. The very preliminary construction cost estimates for the home are \$800,000-\$850,000. A similar home for adults with developmental disabilities is at St. Rose of Lima Catholic Church in Gaithersburg. PCR believes its project can serve as a demonstration project for other similar homes that could be built on land owned by religious or other institutions and through community collaborations.

The organization received FY13 funding from the County and a State Bond Bill for pre-construction costs such as architectural design and engineering. The FY14 request is for Phase One construction costs. The organization anticipates that the construction will occur over the course of more than one fiscal year. The organization will seek future funds for construction from the County, State, foundations, and private donations.

The table below summarizes the funding for this project.

County FY13 funding	\$50,000
State FY13 Bond Bill	\$50,000
County FY14 funding	\$50,000 (County Executive recommended)
State FY14 funding	\$100,000 (approved FY14 Bond Bill)
Remaining funding needed	\$550,000-\$600,000
Total	\$800,000-\$850,000

Staff Recommendation: Approve County Executive recommended amount of \$50,000

4. St. Luke's House and Threshold Services United

CE Recommendation: \$50,000

Project Description: St. Luke's House and Threshold Services United (United) requests funds to assist with renovations and upgrades to 15 of the 72 properties the organization owns and/or operates in Montgomery County. When the two organizations merged in 2012, they became the largest mental health provider in the County. The properties have 212 psychiatric residential rehabilitation beds and United operates the only alternative to in-patient psychiatric hospitalization in the County. The organization indicates that over 41 of its group homes and office locations require updates, upgrades, and repairs. Total estimated costs are expected to exceed \$1.8 million and take almost a decade to complete. For FY14 the organization requests funding to focus on 15 of the properties that need immediate attention. Upgrades include bathroom renovation, new windows and doors, weatherproofing, and general exterior improvements such as landscaping. The request will also support renovations at its office building which in turn will allow consolidation of two mental health clinics and co-location of physical and behavioral health services.

The Table below summarizes the funding for this project:

County FY14 funding	\$50,000 (County Executive recommended)
State FY14 funding	\$100,000 (Approved Bond Bill)
Private donations	\$50,000
Total	\$200,000

Staff Recommendation: Approve County Executive recommended amount of \$50,000

5. Takoma Park Presbyterian Church

CE Recommendation: \$75,000

Project Description: Takoma Park Presbyterian Church seeks County funding to assist with renovations to the Church's kitchen to enable it to meet current licensing standards for a commercial kitchen and to encompass environmental and ADA compliant universal design. The Church will also need to build two additional parking spaces. The Church then proposes to allow the kitchen to be used as a Shared Use Community Commercial kitchen. According to the proposal the kitchen will serve a number of functions and provide several benefits to the community: 1) volunteer food preparation for distribution to needy community members; 2) nutrition, education, and cooking classes for low income individuals and seniors; and 3) micro-enterprise development by providing a facility for small scale food entrepreneurs to prepare food for sale and for food service-related job training. The proposal notes that many food

entrepreneurs lack the capital to invest in their own production facility or pay the rates charged by the few existing commercial kitchen facilities in the County. In June 2012, the Council approved Zoning Text Amendment 11-08 to permit an accessory commercial kitchen in a residential zone under certain conditions. This change to the Zoning Ordinance allows the Church, which is in a residential zone, to establish a commercial kitchen.

The Takoma Park Shared-Use Community Coalition (the Coalition), which is a group of individuals representing the Church, Crossroads Community Food Network, (a nonprofit organization), and representatives from businesses and other community groups have undertaken the work to develop the project, including consultation with other similar projects around the country. The Coalition also has researched fees and cost structures of other commercial kitchens in the County.

The proposal notes that the Church is willing to provide the space for the Shared Use Community Commercial kitchen without compensation but that its operation must be cost-neutral and sustainable over time. The Church has one event each year where the kitchen would be used but it accounts for less than one percent of the total hours the kitchen would be available.

The Small Business Development Center at the University of Maryland has provided input into development of a business plan for the kitchen. The Coalition has provided a copy of its Interim Business Plan, (©3-5). The Coalition notes that it intends to refine the plan further prior to completion of construction.

The Interim Business plan anticipates an overall annual operating budget of approximately \$90,000. A large majority (over 80%) of the revenue to operate the kitchen will come from monthly membership fees paid by micro entrepreneurs, which will then allow them up to 15 hours per week of small scale food production in the kitchen. The membership fee will be charged on a sliding scale based on income with an average fee of \$250 per month plus a minimal fee for storage. The plan currently assumes the proposed rental structure would allow up to 25 memberships. Basic expenses anticipated are salary for a kitchen manager who will oversee the operation of the kitchen, insurance, utilities, janitorial services, and equipment maintenance and repair. The Coalition anticipates \$10,000 for FY14 from the Takoma City Council to hire a part time kitchen manager.

It is unclear from the proposal and the Interim Business Plan the extent of the 'market' for the micro-enterprise development. Follow up information provided by the Coalition indicates that several people who attended the initial public meeting about the kitchen expressed interest in using the kitchen and to date, two nonprofits have indicated they have clients/individuals who are interested in using the kitchen. In addition, the Coalition has provided Certified Food Safety Manager training to 17 individuals, nine of whom have expressed interest in using the kitchen.

The Church anticipates the total cost of the renovation project at \$403,089.40, with kitchen design and construction at \$225,000, costs associated with additional parking at \$58,294.40, and remainder of costs for storage cabinets/lockers and kitchen equipment. As proposed, County and State funds would pay for almost 100% of the kitchen renovation costs.

The Table below summarizes the Coalition’s proposed funding for this project:

County FY 14 funding –CE request	\$75,000 (County Executive recommends)
County FY14 funding – Council request	\$75,000
State FY14 funding	\$250,000 (Approved FY14 Bond Bill; property value allowed to count toward match)
In-Kind real estate value from Church	\$96,786
Private contributions	\$7331
Total	\$407,331 (with requested additional funding from Council and not counting in-kind value of property)

Staff Recommendation: Approve County Executive recommended amount of \$75,000 with the following two conditions:

1) Include language in PDF that states that the funds may not be disbursed until the Church has provided a final Business Plan to the relevant Executive branch department. The final Business Plan must also include additional information listing the entrepreneurs who have provided written expressions of interest in use of the kitchen and their projected membership fee.

2) The Cost Sharing PDF already includes language stating, “Prior to disbursing funds, the relevant County Department or agency and the private organization will develop a Memorandum of Understanding, which specifies the requirements and responsibilities of each.” For this project, Staff proposes that it also include a provision that the recipient of the County funds must agree that the kitchen facility will be used for the general purposes outlined in its proposal for a period of at least ten years and if it does not, the recipient must repay the pro rata portion of the County funds. State Bond Bills have a similar requirement that the facility must be used for the purposes outlined in the Bond bill for a period of ten years.

As organizations have two years in which to certify that they have matching funds for an approved State Bond bill, the Church and Coalition can undertake additional private fundraising for the remaining funds needed to construct the project. The Council can also consider additional funding for the project next year.

6. Sandy Spring Museum, Inc.

CE Recommendation: \$65,000

The Sandy Spring Museum is a community gathering place where residents and visitors can play an active role in the arts, humanities and preserving and sharing local history. Its programs include school field trips, weekly salon luncheons, monthly musical concerts, family programs, traditional arts

programs, a summer camp, permanent and changing exhibits and annual events like the popular Strawberry Festival.

The Sandy Spring Museum project received \$65,000 in funding from the State of Maryland for planning, repair, and capital equipping of the Museum. However, matching funds must be provided. The deadline to present evidence that a matching fund will be provided has been extended from June 1, 2013 to June 1, 2014.

County Executive FY14 Recommended funding	\$65,000
Approved State Capital Projects Bill, HB 1372 w/ June 1, 2014 deadline	\$65,000
Total	\$130,000

The Museum would use County funds for the following:

Hardwood floor repair & replacement	\$7,500
New fixtures in exhibit hall	\$10,000
New signage	\$12,500
Carpet replacement	\$7,500
New light fixtures & LED bulbs	\$11,000
Window film for reducing heat from sun	\$3,500
Interior and exterior painting	\$11,000
Repair to rotting exterior wood	<u>\$2,000</u>
Total	\$65,000

The Museum has applied for matching funds from the new CIP program for Capital Improvement Grants for Arts and Humanities. The application has been accepted and is now being evaluated as part of the Grants process.

Staff Recommendation: The Museum has the opportunity to obtain a grant from the new County Capital Improvement Grants program. The Committee should defer the Sandy Spring Museum project. Should the Museum fail to receive a 2014 Capital Improvements Grant, the Executive can include the project in the FY15 CIP.

**7. Funding to leverage private funding for Arts Facility Grants
Capital Improvement Grants for Arts and Humanities Organizations**

**CE Recommendation: \$5,000,000 FY14 to FY18
\$1,000,000 per year**

The County Executive proposed funding of \$1,000,000 each year for FY14 to FY18 to provide funds for Arts Facility Grants with priority given to projects that leverage non-County funding. The Executive states in the PDF that the Arts and Culture industry, through its organizations, generate \$151 million in annual economic activity in Montgomery County supporting 2,955 full-time equivalent jobs and generating \$10.2 million in state and local government revenue. They spend over \$74 million supporting restaurants, hotels and other businesses.

These grants were subsequently named Capital Improvement Grants for Arts and Humanities Organizations. Executive staff has worked with representatives of the arts community, Arts and Humanities Council (AHC MC), Recreation Department, Councilmembers and staff and others to develop a process for submitting and reviewing applications. The grants are for new construction, expansion, renovation or physical plant repairs. They are not intended for facilities in which capital projects are otherwise the responsibility of the landlord and/or the County government.

The grants will range from \$25,000 to \$250,000 to be awarded for use in fiscal year, July 1, 2013 and June 30, 2014. The Arts and Humanities Council will oversee the grant submission and review process. The grants will be reviewed by an Advisory Panel based on guidelines attached at ©6-14 and then forwarded to the AHC MC Grants Committee and Board for review. The following timeline for FY14 Grants was developed:

March 21-22	Guidelines and Application released by AHC MC
March 26	CIP Guidelines and Application Webinar by AHC MC
April 16	Application Deadline
May 20	Advisory Panel deliberations
June 4	AHC MC Grants Committee convenes
June 11	AHC MC Board Votes
June 12	Board Sends recommendations to County Executive
June 12-30	CE sends recommendations to Council for final approval

The Advisory Review Panel will be convened by the AHC MC and will be comprised of representatives from the AHC MC and County Government representatives from the Office of Management and Budget (and/or Office of Finance), Department of General Services, Department of Recreation, and County Council. The Panel will evaluate each grant application based on the established criteria. The AHC MC will forward the Panel recommendations to the AHC MC's Grants Committee. The Committee will review the grant recommendations and may recommend changes. The recommendations of the Panel and any amendments proposed by the Grants committee will be forwarded to the AHC MC Board of Directors. The Board of Directors will review and may recommend revisions to the Grants Committee's recommendations and forward them to the County Executive. The County Executive will make the final determination for Capital Improvement Grants and recommend them to the Council.

This is a new process for FY14 which began after the County Executive submitted CIP amendments to the Council. In the future, the Grant submittal, approval, and recommendation processes should be finalized prior to the Executive's recommendations to the Council on the CIP.

The only question that remains is whether the funding source is GO bonds as recommended by the County Executive or current revenue. Council Bill 34-10, Finance – Public Facilities – Private Projects, enacted November 23, 2010, states that GO bond funding may not be used to fund any project that does not meet the definition of public facility (©15-17). GO bonds may be used to fund a project that is not a public facility if the Council finds that the facility for which the bonds would be used is an integral part of a facility that would qualify for bonds under Section 20-14. At the same time the PDF states that the projects are not intended for facilities in which capital projects are otherwise the responsibility of the

landlord and/or the County government. One can deduce that only private projects will be allowed to apply for grants and that these projects are not eligible for bond funding.

Staff Recommendation: Approve the Capital Improvement Grant Program for Arts and Humanities for \$1, 000,000 in current revenue each year for FY14 to FY18. Appropriate the \$1,000,000 for FY14 as a Supplemental Appropriation to be submitted by the County Executive once he has made a final determination on grant awards for FY14.

Attachments:

- ©1-2 CIP Amendment Cost Sharing Project Description Form
- ©3-5 Interim Business Plan, Takoma Park Silver Spring Community Kitchen, April 2013
- ©6-14 Arts and Humanities Council FY14 Guidelines for Capital Improvement Grants
- ©15-17 Bill 34-10, Finance – Public Facilities – Private Projects

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Cost Sharing: MCG (P720601)

Category Culture and Recreation
 Sub Category Recreation
 Administering Agency General Services (AAGE29)
 Planning Area Countywide

Date Last Modified 3/11/13
 Required Adequate Public Facility No
 Relocation Impact None
 Status Ongoing

	Total	Thru FY12	Rem FY12	Total 6 Years	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	Beyond 6 Yrs
EXPENDITURE SCHEDULE (\$000s)											
Planning, Design and Supervision	3,634	3,634	0	0	0	0	0	0	0	0	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	9	9	0	0	0	0	0	0	0	0	0
Construction	7,230	7,230	0	0	0	0	0	0	0	0	0
Other	10,986	3,904	912	6,170	555	1,615	1,000	1,000	1,000	1,000	0
Total	21,859	14,777	912	6,170	555	1,615	1,000	1,000	1,000	1,000	0

	Total	Thru FY12	Rem FY12	Total 6 Years	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	Beyond 6 Yrs
FUNDING SCHEDULE (\$000s)											
Contributions	150	0	150	0	0	0	0	0	0	0	0
Current Revenue: General	6,198	5,028	0	1,170	555	615	0	0	0	0	0
G.O. Bonds	5,000	0	0	5,000	0	1,000	1,000	1,000	1,000	1,000	0
Land Sale	2,661	2,661	0	0	0	0	0	0	0	0	0
Long-Term Financing	3,850	3,850	0	0	0	0	0	0	0	0	0
State Aid	4,000	3,238	762	0	0	0	0	0	0	0	0
Total	21,859	14,777	912	6,170	555	1,615	1,000	1,000	1,000	1,000	0

APPROPRIATION AND EXPENDITURE DATA (000s)

Appropriation Request	FY 14	1,615
Supplemental Appropriation Request		0
Transfer		0
Cumulative Appropriation		16,244
Expenditure / Encumbrances		15,302
Unencumbered Balance		942

Date First Appropriation	FY 06
First Cost Estimate	
Current Scope	FY 14 21,859
Last FY's Cost Estimate	16,244

Description

This project provides funds for the development of non-government projects in conjunction with public agencies or the private sector. County participation leverages private and other public funds for these facilities. Prior to disbursing funds, the relevant County department or agency and the private organization will develop a Memorandum of Understanding, which specifies the requirements and responsibilities of each.

Cost Change

\$5 million increase (\$1 million per year) to leverage private funding for Arts Facility grants. The Arts and Culture industry, through its organizations, generate \$151 million in annual economic activity in Montgomery County supporting 2,955 full-time equivalent jobs and generating \$10.2 million in state and local government revenue. They support restaurants, hotels and other businesses by spending over \$74 million in these businesses. Priority for these Arts Facility grants will be given to projects that leverage non-County funding. Cost increase is also due to the County's participation in Easter Seals Greater Washington-Baltimore Region, Jewish Foundation for Group Homes, Inc., Muslim Community Center, Potomac Community Resources, Inc., Sandy Spring Museum, St. Luke's House and Threshold Services United, Takoma Park Presbyterian Church, and Ken Gar Community Center projects.

Justification

The County has entered into or considered many public-private partnerships, which contribute to the excellence and diversity of facilities serving County residents

Other

For FY14, County participation is anticipated for the following projects: Easter Seals Greater Washington-Baltimore Region: \$100,000; Jewish Foundation for Group Homes, Inc.: \$125,000; Muslim Community Center: \$50,000; Potomac Community Resources, Inc.: \$50,000; Sandy Spring Museum: \$65,000; St. Luke's House and Threshold Services United: \$50,000; Takoma Park Presbyterian Church: \$75,000; and Ken Gar Community Center: \$100,000. See the following page for a list of prior grantees.

Disclosures

A pedestrian impact analysis will be performed during design or is in progress.

The Executive asserts that this project conforms to the requirements of relevant local plans, as required by the Maryland Economic Growth, Resource Protection and Planning Act.

Coordination

Private organizations, State of Maryland, Municipalities, Montgomery County Public Schools, Community Use of Public Facilities, Department of General Services, Department of Economic Development

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PRIOR YEAR COST SHARING GRANTS

Grants: For FY13, County participation was for the following projects: ArtPreneurs, Inc.: \$80,000; Muslim Community Center, Inc.: \$120,000; Muslim Community Center, Inc.: \$175,000; Potomac Community Resources, Inc.: \$50,000; Sheppard Pratt Health System, Inc.: \$50,000; and The Menare Foundation, Inc.: \$80,000.

For FY12, County participation was for the following projects: Catholic Charities of the Archdiocese of Washington, Inc.: \$125,000; CHI Centers Inc.: \$200,000; and Ivymount School, Inc.: \$100,000.

For FY11, County participation was for the following projects: Girl Scout Council of the Nation's Capital: \$100,000; Jewish Foundation for Group Homes, Inc.: \$50,000; and Ivymount School, Inc.: \$100,000.

For FY10, County participation was for the following project: Aunt Hattie's Place, Inc.: \$100,000. Disbursement of FY09 and FY10 County funds is conditioned on the owner of the property giving the County an appropriate covenant restricting the use of the leased property to a foster home for boys for a period of ten years from the time the facility commences to operate as a foster home. Boys and Girls Club of Greater Washington: \$38,000; CASA de Maryland, Inc.: \$100,000; Jewish Council for the Aging of Greater Washington, Inc.: \$50,000; and Warren Historic Site Committee, Inc.: \$150,000.

For FY09, County participation was for the following projects: Aunt Hattie's Place, Inc.: \$250,000; Boys and Girls Club of Greater Washington: \$250,000; CASA de Maryland, Inc.: \$150,000; CHI Centers: \$50,000; and Institute for Family Development Inc., doing business as Centro Familia: \$75,000 (The organization had to demonstrate to the County's satisfaction that it had commitments for the entire funding needed to construct the project before the \$75,000 in County funds could be spent.); Jewish Council for the Aging of Greater Washington, Inc.: \$250,000; Montgomery General Hospital: \$500,000; Nonprofit Village, Inc.: \$200,000; and YMCA of Metropolitan Washington and Youth and Family Services Branch: \$200,000.

**Takoma Park Silver Spring Community Kitchen
Interim Business Plan
April 2013**

This business plan represents the current thinking of the Takoma Park Silver Spring Community Kitchen Coalition. This plan is based on significant research and demonstrates the ability of the kitchen to break even over time. The Coalition intends to continue its research and refine this plan further between now and when kitchen construction is complete. The updated plan will be shared with funders upon request.

Micro-enterprise development

The Kitchen creates the needed infrastructure to support small-scale food production businesses. These businesses will process locally grown food and distribute food for sale through local retail outlets and farmers markets. Farmers markets and the Takoma Park Silver Spring Food Co-op have already indicated an interest in stocking food produced in the Kitchen.

The general rental structure will allow local entrepreneurs to join as members for a monthly fee, allowing them up to 15 hours per week of small-scale food production. Based on the group's research, we believe that this 15-hour model will encourage a sense of ownership and responsibility in the Kitchen and encourage business growth more than a strict hourly fee that would encourage participants to use the Kitchen only for a much shorter time.

The Coalition is exploring opportunities for membership to include joining in bulk purchasing and participating in other business services, such as product labeling. The Coalition has been in discussion with Union Kitchen, a for-profit kitchen incubator in Washington, DC, where the director has expressed openness to the TPSS Community Kitchen joining their purchasing and service contracts. This would be an added benefit to members.

The membership fees will be charged on a sliding scale with an average of \$250/month. The Kitchen manager will oversee the operation of the Kitchen and ensure that all members abide by the rules of the facility. Members will schedule their time online in advance so that there are no conflicts in the use of the Kitchen. We expect that approximately one-third of the businesses will be high-end boutique businesses able to pay the full cost, approximately one-third will be low income individuals starting businesses with no capital who will pay the low end, and approximately one-third will be middle income and able to pay the middle range.

The Kitchen will be available for rental 75 hours/week and five people can work in the Kitchen at the same time. This structure would allow for up to 25 memberships bringing \$6,250 per month.

Members will also be charged a minimal fee for storage, with rates according to space needed. We expect approximately \$500/month in storage fees.

Projected Rental Income from Members = \$6750/month

Cooking and Nutrition Classes

Takoma Park Recreation Department Cooking Classes:

Takoma Park Recreation Department will coordinate some of the cooking and nutrition classes. The TP Recreation Department expects to offer the following:

- Adult Cooking Classes – 2 hours/week for an 8 week session, 3 sessions per year;
- Youth Cooking Classes– 2 hours/week for an 8 week session, 3 sessions per year;
- Specialty Classes (such as Ethiopian Cooking or Cake Baking) – 4 hours on a Saturday afternoon, quarterly;

- Culinary Camp for youth – Two 1-week sessions in the summer, coordinating efforts with the youth garden so that youth can grow food, process food, and bring the waste back to the garden for compost.

Takoma Park Recreation Department programs bring in income per person and divide the income among the instructor, the department, and rental costs. Scholarships and lower fees are available to low income individuals. Therefore income will depend on number of participants.

Estimated income from Takoma Park Recreation Department programs = \$3450 per year or an average of \$287 per month.

Montgomery County Recreation Department Cooking Classes

The Montgomery County Recreation Department has expressed interest in using the Kitchen for Saturday cooking classes. The County would pay \$40 per hour for 4 hours of class and 2 hours of cleanup. We estimate that they would use the Kitchen for two Saturdays /month for an income of \$480 per month.

Projected Rental Income from Takoma Park and Montgomery County Recreation Departments = \$767/month

Feeding the Hungry

Farmers are often willing to donate produce left over at the end of markets to programs that serve individuals and families that are at risk of hunger. Unfortunately, food donated by these farmers spoils easily and often cannot be distributed before it goes bad. Flash freezing will allow fresh produce to retain the majority of its nutritional content and increase the time between when it is gathered and when it can be distributed.

On Sunday afternoons, organizations that distribute food to people at risk of hunger will glean food from the Takoma Park Farmer’s Market and flash freeze and store it in the Kitchen. It will be distributed to food pantries at the beginning of the week.

There will be no cost to the programs providing this service.

Example of a weekly schedule:

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
6-8am	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise
8-10am	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise
10-12noon	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Specialty Class	
12-1	Closed for Cleaning	Specialty Class	Closed for Cleaning				
1-2pm	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Specialty Class	Closed for Cleaning
2-4pm	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Specialty Class	Flash Freezing Donations
4-6pm	Micro-enterprise	Micro-enterprise	Youth Cooking Class	Micro-enterprise	Micro-enterprise	Micro-enterprise	Flash Freezing Donations
6-8pm	Adult Cooking Class	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise	Micro-enterprise

Projected Annual Costs:

Salary of Kitchen manager (including benefits): \$65,000

Electric: \$1,500

Gas: \$1,500

Water: \$1,000

Janitorial services and supplies: \$5,000

Equipment maintenance and repair: \$5,000 (to develop a reserve funds for replacements)

Office supplies/postage/computer: \$1,000

Trash pick-up: \$1,000

Fire safety/ hood cleaning: \$500

Grease trap cleaning: \$500

Insurance (general liability and workers comp): \$4,000

TOTAL Annual Cost: \$86,000

Income and Expenditures Summary

Projected Annual Income:

Micro-enterprise development:

- Rental income from Members and Storage Fees: \$81,000

Cooking and Nutrition Classes

- Takoma Park Rec.: \$3,450

- Mont. Co. Rec.: \$5,760

Feeding the Hungry: \$0

TOTAL Annual Income: \$90,210

Monthly:

Expenses: \$7,167

Income: \$7,517

Income in excess of what is needed on a monthly basis will be placed in reserves and used for equipment maintenance and upgrades.

For more information, please contact Lorig Charkoudian at Lorig.charkoudian@gmail.com or Vicki Warren at max2allie@aol.com.





FY2014 Guidelines for Capital Improvement Grants

Deadline: Tuesday, April 16, 2013 at 11:59 pm

Applications will be accepted for activities proposed to take place between July 1, 2013 and June 30, 2014. Announcement of these grant awards are anticipated in June 2013.

All applications must be submitted online at <http://creativemoco.cgweb.org>

All grant funding is subject to fiscal appropriation, reduction or termination by the Montgomery County Government. The organization must meet all requirements as set forth in the bond.



801 Ellsworth Drive, Silver Spring, MD 20910
web: creativemoco.com/grants | phone: 301.565.3805 x28

6

FY14 CAPITAL IMPROVEMENT GRANTS FOR ARTS & HUMANITIES ORGANIZATIONS

TABLE OF CONTENTS

Introduction and Purpose 2
Eligibility 2
Proposal Eligibility 3
Audit Eligibility Requirements 3
Maryland Cultural Data Project (Maryland CDP) 4
Grant Limitations 4
Grant Preparation Assistance 5
Required Match 5
Panel Process 6
Evaluation Criteria 7
Grant Agreement and Reporting 8
Deadline 8

FY14 CAPITAL IMPROVEMENT GRANTS FOR ARTS & HUMANITIES ORGANIZATIONS

Introduction and Purpose

Capital Improvement Grants for Arts and Humanities Organizations are available to nonprofit arts and humanities organizations.

Capital Improvement Grants are intended as supplemental funding for special purposes. These grants are intended to assist arts and humanities organizations in attaining stability and long-term viability. Grants are not intended for facilities in which capital projects are otherwise the responsibility of the landlord and/or the County government. Specifically, these grants are intended as grant awards for facility construction or improvements. Grants may be awarded for new construction, for expansion of a project, renovation of an existing structure or physical plant repairs critical to an organization's arts or humanities mission.

Grants will be awarded for use between July 1, 2013 and June 30, 2014. The amounts awarded for *Capital Improvement Grants* will range from \$25,000 to \$250,000. Grant awards will be determined based on a competitive process that includes review by an advisory panel. The panel will evaluate the applications based on the criteria contained in these guidelines. Not all applicants will be awarded *Capital Improvement Grants*. Organizations may receive either an AHCMC *Advancement Grant* or a *Capital Improvement Grant*, not both, in a given fiscal year. If an organization has already applied for a FY14 *Advancement Grant* and is successful in being recommended for funding from both grant programs, the organization will be required to decline one of the grant awards.

Grants will be made only to arts and humanities organizations that provide direct services to the residents of Montgomery County or that will bring Montgomery County-based arts and humanities organizations to greater public attention.

Eligibility

An organization or group is eligible to apply for *Capital Improvement Grants* if it meets all of the following criteria:

1. For at least 24 consecutive months immediately prior to the application deadline:
 - a. Has as its primary mission the exhibition, presentation, production or performance of, and/or education in, an arts and/or humanities discipline, and/or provides support services for artists and/or scholars and/or for arts and/or humanities organizations;
 - b. Meets one of the following requirements:
 - Holds current status under IRS code 501(c)(3); or
 - Is a specifically defined arts and/or humanities division with its own program identity within a larger 501(c)(3) organization based in Montgomery County that does not have the arts and/or humanities as its primary mission.
 - c. Is governed by an independent, legally liable board of directors operating under a mission statement for the organization and an operating budget specific to the organization; and
 - d. Offers not less than 51% of its programs and services in Montgomery County and these programs and services are open to the public, with or without an admission fee;

2. The organization had annual cash operating expenses of **at least** \$25,000 in the previous fiscal year.
3. Has a full-time (35 hours or more) paid executive director, CEO, managing director, or comparable position, who reports directly to the organization's board of directors and has had that position filled for no fewer than six of the 12 months prior to submitting the application; and
4. The organization must be current with its debt obligations to Montgomery County Government.
5. The organization must demonstrate that the landowner has approved the proposed capital improvement.

Proposal Eligibility

1. A *Capital Improvement Grant* will be eligible only if it contributes to the organization's fiscal stability and long-term viability.
2. The facility to be improved is located in Montgomery County, MD and is owned by the organization; or if the organization leases the property or facility, the organization demonstrates that the landlord has given them an appropriate option for renewal.
3. Projects must address physical plant repairs and renovations critical to an organization's arts or humanities mission.

Examples of eligible proposals include, but are not limited to:

- Capital projects, including facility construction, repairs or renovations
4. Projects for which funding has been received from a *Capital Improvement Grant* may seek funding again in subsequent fiscal years provided that funding is sought for a different phase of the overall project.

Audit Eligibility Requirements

1. Every applicant must submit an audit prepared by an independent certified public accountant for their fiscal year 2012 as the fiscal year is defined by the organization, e.g., July 1, 2011 – June 30, 2012 or January 1 – December 31, 2012.
2. The audit submitted to AHCMC must include the independent auditor's report, including the notes. The management letter should also be included if the organization consents to its inclusion.
3. If this audit is not completed by the due date of this application, the application must include a financial statement for FY2012 signed by the organization's treasurer with a letter stating the estimated date when the audit will be submitted to AHCMC.
4. The audit must be submitted to AHCMC no later than June 1, 2013. If the audit is not received by June 1, 2013, the organization will be disqualified from receiving a grant for FY14.
5. These grants are intended for organizations that are fiscally stable and have a demonstrated history of fiscal responsibility. If the audit expresses a Going Concern, the organization may be deemed ineligible to receive a grant for FY14.

Maryland Cultural Data Project (Maryland CDP)

Operated by The Pew Charitable Trusts, the Cultural Data Project is a powerful online management tool designed to strengthen arts and cultural organizations. This groundbreaking project gathers reliable, longitudinal data on the sector. This emerging national standard enables participating organizations to track trends and benchmark their progress through sophisticated reporting tools, empowers researchers and advocates with information to make the case for arts and culture, and equips funders with data to plan and evaluate grant making activities more effectively.

The Arts and Humanities Council of Montgomery County **requires** all applicants for *Capital Improvement Grants* to complete a Data Profile through the Maryland Cultural Data Project (Maryland CDP) website (www.mdulturaldata.org).

As part of the effort to ensure the accuracy of your data, throughout the year the Maryland CDP Help Desk will review each of your submitted Data Profile(s) and contact you with suggested revisions. **It is your responsibility to respond to the Help Desk and to make any necessary changes to the submitted Cultural Data Profile(s). In order to receive your final grant payment, your submitted Data Profile for FY2012 must fully complete the review process (denoted by the status "Review complete" and a gold star).**

AHCMC staff cannot answer questions about the CDP data entry process.

Complete instructions for getting started with the Maryland CDP are available here:

<http://www.mdulturaldata.org/orientation.aspx>.

Online training is also available here: <http://www.mdulturaldata.org/training.aspx>.

Please direct questions concerning the Cultural Data Profile to:

Maryland CDP Help Desk

Toll Free: 1-866-9-MD-DATA (1-866-963-3282)

Email: help@mdulturaldata.org

The Maryland CDP Help Desk is available Monday – Friday from 9:00am – 5:00pm EST.

Maryland CDP website: <http://www.mdulturaldata.org>

Grant Limitations

1. The proposed activity and expenditures for which the organization intends funds be used must occur between July 1, 2013 and June 30, 2014.
2. An organization may apply for and may be awarded a *Capital Improvement Grant* in an amount that is not less than \$25,000 and no more than \$250,000.
3. An organization may apply for only one *Capital Improvement Grant* each year.
4. Each application may request funding for only one capital improvement project.
5. There is no non-competitive "continuation funding" available for projects funded in prior years.
6. These grants will not fund:
 - Scholarships, awards, or tuition assistance awarded by the organization for its own activities;
 - Expenses that are incurred in connection with fundraising;

- Costs of receptions, refreshments, and food;
- Costs of marketing or promotion merchandise;
- Political advocacy or any partisan activity that promotes the interests of any one political party or candidate; and
- Travel outside the country
- General operating costs
- Personnel costs
- Consumable supplies unrelated to construction
- Programming, i.e. performances or events, etc
- Debt reduction

Grant Preparation Assistance

Grant Preparation Workshop

AHCMC will conduct free grant preparation workshops to instruct prospective applicants on how to complete grant applications. While attendance is not required, AHCMC strongly encourages all potential applicants to attend this workshop, even if the applicant has applied previously. Whether or not an applicant attended a workshop will not be a factor in evaluating the application. However, the grant preparation assistance provided at the workshop may improve the likelihood of a grant application receiving a favorable evaluation by the review panel.

Workshops are available regarding specific grant programs as well as the online grants system. For workshop dates or more information, please visit www.creativemoco.com/grants/workshops.

Personal Appointments

Personal appointments are available for those who are unable to attend a workshop or who need additional assistance beyond the workshop. These appointments are available for assistance with both the content of the application and/or assistance with the online grant application system. Consultation services in languages other than English are available by appointment.

All requests for assistance must be made at least one week prior to the deadline.

Required Match

1. Before the *Capital Improvement Grant* funds may be released, the applicant must provide a match of one dollar for every dollar of grant funds awarded.
2. The match must consist of at least 50% cash, as follows:
 - a. Cash may come from any source except AHCMC and the Montgomery County Government, and may include, but is not limited to, foundation grants, state and federal grants and/or bonds, private donations, ticket sales, and member dues;
 - b. The match may be entirely cash.



3. The match may consist of no more than 50% in-kind contributions, as follows:
 - a. In-kind contributions may consist of donated goods, donated services, staff paid by the applicant, and volunteers, as described in further detail below.
 - b. The value of all in-kind contributions shown as income must be offset by in-kind expenses in the total budget.
 - c. The value of in-kind goods and services must be documented with invoices, billing statements or donation letters. If the grant is awarded, this documentation must be provided with the final report required at the end of the grant period.
 - d. The value of volunteer time, other than as described below, must be recorded at not more than \$20 per hour.
 - e. Professionals, such as attorneys, accountants, sound engineers, and lighting designers, who are providing services without charge, will not be considered as volunteers. These individuals will be counted as having donated services, provided that the applicant supplies documentation about the usual hourly rate charged by the professional.
4. The value of staff time paid by the organization and assigned to the proposed program/project as an in-kind expense must be documented in budget notes. The match may not include:
 - a. Any earned revenue from County government; or
 - b. Grants or appropriations from County government sources.
5. If funded, the applicant must submit documentation substantiating the entire match.

Panel Process

An Advisory Review Panel will be convened by AHCMC, and will be comprised of representatives from Montgomery County Government: Office of Management and Budget OMB (and/or Office of Finance), Department of General Services (DGS), Department of Recreation (REC), County Council and AHCMC. The Panel will evaluate each grant application based on the criteria listed below. The meeting of the Panel will take place at AHCMC and is open to applicants who wish to observe however, applicants will not participate in the panel meeting.

AHCMC will forward the Panel recommendations to the AHCMC's Grants Committee. The Committee will review the grant recommendations, and if it chooses, may recommend changes to the panel's recommendations. The recommendations of the panel and any amendments proposed by the Grants committee will be forwarded to the AHCMC Board of Directors. The Board of Directors will review and may recommend revisions to the Grants committee recommendations and forward these recommendations, with detailed justification, together with the Panel's recommendation, when the recommendation differs from the Panel's recommendations, to the County Executive. The County Executive will make the final determination of CIP grants to be recommended to the County Council.

Once awards are announced, the Panel will serve to provide technical assistance to AHCMC on projects granted an award.

The AHCMC staff will discuss the panel's comments on a particular application at the request of that applicant following final action on the grants. An applicant may contact the grants staff at 301-565-3805.

Evaluation Criteria

Each *Capital Improvement Grant* application will be evaluated based on the extent to which the following criteria are met.

Community Impact (30 points)

- The applicant has a robust history of contributions to the cultural vitality of Montgomery County by engaging a broad representation of residents.
- The applicant demonstrates innovative strategies to include underserved populations – those whose opportunities for cultural experiences are limited by geography, ethnicity, economics, or disability.
- The applicant clearly articulates the benefits that the project will have for the residents of Montgomery County. Of particular importance are projects that address preservation with significant historical and/or cultural value, and projects with significant economic impact.

Organizational Capacity and Sustainability (20 points)

- The applicant has a clearly articulated mission and vision.
- The applicant demonstrates an ability to adapt during challenging times.
- The applicant's budget information is detailed, accurate, and feasible.
- The applicant has an active and long-term relationships with the funding community and can clearly demonstrate ability to attract the financial support necessary to sustain artistic programming over the course of the fiscal year and match required funds.
- The applicant must have a business plan for the operation of the new or expanded facility.
- The organization provides evidence of its capability to support the on-going operation of the new or expanded facility.

Effectiveness of Proposed Activity (30 points)

- The project is significant to the mission and core work of the organization.
- The objectives are clearly stated and achievable.
- The project is an effective way to reach these objectives;
- Achieving these objectives will benefit the organization's fiscal stability and long-term viability.
- The project has a strong, demonstrated relationship to the organization's entire existing and planned physical plant.
- The project shows urgency in relation to other construction or renovation at the same location, and the significance of any delays in the timing of grant funding.
- If relevant, the project addresses critical life safety issues or ADA requirements that may be mandated by law.
- The applicant uses personnel with distinguished expertise in capital improvement projects (such as architects, planners, designers) to plan and implement the plan and demonstrates its commitment to hiring Montgomery County-based personnel, where applicable, to deliver high quality content.
- If appropriate for the proposed project, the applicant identifies energy-efficient opportunities to reduce energy costs through energy assistance programs such as, but not limited to, "EmPower Maryland."

Appropriateness of Budget and Amount of Grant Request (20 points)

- The budget is reasonable, realistic, clear, and complete.
- The financial stability of the requesting organization and capability of the organization to carry out the project is firmly established, with strong financial management systems to administer grant funds and strong operational systems in place
- The budget is appropriate for the scale of the proposed project.
- The budget is adequate to achieve the proposed objectives.

Grant Agreement and Reporting

Once the Grant has been approved by the County Council, each grant recipient will be required to negotiate a contract with Montgomery County before any grant funds can be distributed. The final contract between the County and the organization will be administered by the Montgomery County Department of Recreation. AHCMC will retain a copy of the contract and any modifications to the contract in its files.

Deadline

- Applications must be submitted online at creativemoco.cgweb.org by 11:59 pm on the posted deadline.
- All required attachments must be submitted online by the deadline or the application will not be accepted
- Applications may *not* be emailed, delivered in person, faxed or submitted in any fashion other than the online grants system.
- Late applications will not be accepted.

TIPS

- Write clearly and concisely. Do not use jargon. Remember that the people who are reading your application may be unfamiliar with your organization, organizations in Montgomery County and/or current events in Montgomery County.
- Keep in mind that the AHCMC staff does not participate in panel discussions. The application must stand on its own.
- Be sure to reference the evaluation criteria as you are developing and writing your application.
- More information on energy-efficient opportunities to reduce energy costs through energy assistance programs may be found here:
 - <http://energy.maryland.gov/empower3/index.html>
 - <https://cienergyefficiency.pepco.com/NonProfits.aspx>
- If you have questions as you are completing your application, do not hesitate to contact AHCMC grants staff at 301-565-3805. It is better to ask before submitting your application, rather than risk your application be found ineligible.

Article IV. Financing Public Facilities Generally.

Sec. 20-14. Definition of "public facility."

As used in this Chapter, *public facility* means:

(a) The construction, reconstruction, improvement, extension, alteration, repair, purchase, conversion, and modernization of any public school building or building used for public school purposes, including the site therefor, the cost of acquiring any such building or site, any architectural and engineering services, including preparation of any plan, drawing, or specification for such school or the conversion or modernization thereof and the development of the grounds, and all customary permanent appurtenances and recreational and pedagogical equipment for such school;

(b) The construction, improvement, repair, opening, relocation, grading, resurfacing, widening, extension and drainage of all public roads, streets, highways and sidewalks in the county now or hereafter maintained and operated by or under the jurisdiction of the county, including the acquisition of necessary rights-of-way, the acquisition of equipment for highway construction, maintenance and repair and planning and engineering services; the planning, design, construction and reconstruction of free bridges constituting parts of such roads, streets or highways; the planning, construction, repair and permanent improvement of any storm water drainage systems necessary in the county;

(c) The construction, reconstruction, extension, acquisition, improvement, enlargement, alteration, repair and modernization of any building or structure that is or will be owned by the County or any building or structure used to house any function of County government, especially any health clinic, rescue squad, fire engine house or police station, airport or landing field, park or recreational facility, or any combination of the foregoing, including the acquisition and development of any site, any architectural and engineering services, and the acquisition and installation of any necessary furnishing, fire fighting and rescue squad equipment, and fixed permanent equipment;

(d) The construction, reconstruction, improvement, extension, enlargement, alteration, conversion, modernization, repair, relocation, grading, resurfacing, widening, draining, and acquisition (including the preparation of plans, architectural and engineering services) of transit facilities which are defined to be all those matters and things utilized in rendering mass transit service by means of rail, bus, water or air and any other mode of travel, including without limitation, tracks, rights-of-way, bridges, tunnels, subways, rolling stock for rail, motor vehicle, marine and air transportation, stations, terminals and ports, areas for parking and all equipment, fixtures, buildings and structures and services incidental to or required in connection with the performance of mass transit service; and any part of the county's share of contributions agreed to be made under any contracts or agreements by the Washington Suburban Transit District to the capital required for the construction or acquisition of transit facilities (as defined in this subsection or as may be defined in chapter 870 of the Laws of Maryland of 1965, as the same may be amended

from time to time) in the Washington metropolitan area, as provided by chapter 870 of the Laws of Maryland of 1965, as amended from time to time;

(e) The construction, reconstruction, improvement, extension, acquisition, enlargement, alteration, repair, modernization, relocation, grading, resurfacing, widening and drainage of off-street parking lots and facilities for the parking of automobiles and other vehicles, within and for the parking lot districts heretofore or hereafter established by law as the same are described in ~~Section~~ 60-1 of the Montgomery County Code as amended from time to time, including the acquisition and development of sites therefor, the architectural and engineering services incident thereto and the acquisition and installation of necessary furnishings and fixed permanent equipment therefor;

(f) The planning, acquisition, construction, improvement, repair and extension of facilities, including the sites therefor, for public housing or housing for persons of low, moderate or eligible incomes, as defined pursuant to law;

(g) The planning, acquisition, construction, improvement, repair, and extension of any water system or facility and sewerage system or facility;

(h) The purchase of agricultural easements as defined in Article 3 of Chapter 2B; and

(i) The purchase of facade easements necessary to implement a community revitalization project. (Mont. Co. Code 1965, § 2-111; 1968 L.M.C., Ex. Sess., ch. 2 § 1; 1971 L.M.C., ch. 23, § 1; 1974 L.M.C., ch. 39, § 1; 1975 L.M.C., ch. 13, § 1; 1975 L.M.C., ch. 16, § 1; 2010 L.M.C., ch. 14, § 1; 2010 L.M.C., ch. 48, § 1.)

Sec. 20-15. Borrowing money and issuing bonds-Authority.

(a) For any County borrowing authorized bylaw on the full faith and credit of the County to finance the public facilities defined in ~~Section~~ 20-14, the County must evidence that borrowing or indebtedness by issuing general obligation serial maturity bonds. Subject to the terms and conditions in this ~~Section~~, the County Executive must determine the terms and conditions of any such bonds, the interest payable thereon, and the advertising for their sale.

(b) General obligation serial maturity bonds may be issued for the purposes enumerated in ~~Section~~ 20-14 at any time, within the limitations provided by law. Except as provided in subsection (c), bonds must not be used to fund any project that is not a public facility as defined in ~~Section~~ 20-14.

(c) General obligation serial maturity bonds may be used to fund a project that is not a public facility as defined in ~~Section~~ 20-14 if the Council finds that:

(1) the facility for which the bonds would be used is an integral part of a facility that would qualify for bonds under this Article;

(2) the facility is necessary to serve a public purpose; and

(3) the recipient of bond funds agrees:

(A) not to sell, lease, exchange, give away, or otherwise transfer or dispose of any interest in the property that was acquired, constructed, extended, improved, enlarged, altered, repaired, or modernized with bond funds without County approval for 20 years; and

(B) if the County permits the transfer or disposition of the property, to repay the County the percentage of the proceeds allocable to the bond funds used to acquire, construct, extend, improve, enlarge, alter, repair, or modernize the property.

(d) Any action taken under this Article must be by order of the County Executive. The County Executive must send a correct copy of every such order to the Clerk of the County Council, who must keep a permanent record of each order. Certification by the Clerk is evidence of the authenticity of each order. (Mont. Co. Code 1965, § 2-112; 1971 L.M.C., ch. 23, § 2; 1998 L.M.C., ch 24, § 1; 2010 L.M.C., ch. 48, § 1.)

 **Sec. 20-16. Same-Adoption of resolution; notice of conditions and terms of sale of bonds.**