



City of Seat Pleasant

Director of Economic Development

A SMART CITY OF EXCELLENCE

“Seat Pleasant offers Smart City Services that are better, faster and personalized making it a City for Me using information and communication technology, with the internet of things”

Department Name Economic Development

Date of Report September 29, 2017

Reporting Period September 2017

Summarize significant department progress for the reporting period that is indicative of providing services that are better, faster and personalized.

The Director coordinated the continued submission of documents to the USDA Loan Program representative regarding the upcoming construction schedule. The Smart City project is moving forward. Four (4) bids for a General Contractor were submitted on September 15, 2017. The Department worked closely with the Mayor, City Council, City Administrator and Treasurer, and our bond counsel, Lindsey Rader, to close on our Bond Anticipation Note (BAN) for the interim financing process with BB&T as our banking partner. The City Budget Offer 1.3 (Provide Oversight of the USDA Smart City Project) has now been fully capitalized with \$4.1 Million.

The Department coordinated in the City's first ever Seat Pleasant Minority Business Day on Thursday, September 28, 2017 at the Fire Station Hall. We were able to bring together young, “minority”, small business owners in Seat Pleasant and the surrounding areas. We connected them with agencies from the State and local governments who are the contacts that award the contracts to qualified and MBE certified businesses. We secured the following agencies to either present or exhibit or both: Maryland Department of Transportation, Department of General Services, State Highway Administration, Governor's Office of Community Initiatives and Governor's Office of Small, Minority, and Women Business Affairs, Old Line Bank, Prince George's Community College, and the Prince George's County Office of Supplier Diversity. Over 40 businesses were represented at the event and it received rave reviews from attendees and exhibitors and presenters.

Ms. Rhoda and her department won two more grants, with the assistance of Marcus Jones from the Police Department for a total of \$10,000 from LGIT for police officer training. The team is to be commended for their efforts as \$20,000 is the new total amount of grants received by the City since June. The purpose of this grant is to train our officers to perform excellently out in the field.

The Department has been researching the availability of vacant housing stock to begin purchasing through the protocols of the Housing Trust Fund. The Department has engaged a realty company, Keller Williams, in Prince George's County and has made 3 solid offers for various properties throughout the City. No offers have been accepted even though we offer cash buys. This is characteristic of a community that is on the verge of ascent in property values and in investor interest

The Department is conducting a feasibility study on the application of Smart City technology as well as the capacity of the City to build its Innovation Village. This project is conducted by the Mount Royal Community Development Corporation. The Director had commissioned Polish'd Creative to produce a video on the economic development efforts of the City and the proposed effect of the Seat Pleasant Housing Trust Fund and Revolving Loan Fund. The project is near completion.

Analyze department improvements that are needed and/or achieved based on the Smart City model.

The major improvement needed in the department was personnel. This problem was solved by the Mayor and City Council in fiscal year 2018 to include personnel additions to the Department. The Economic Development Department has hired a new Administrative assistant, Mr. Sean Michael Wilson. So far, he has been a great aide for our Department.

Regarding the Grants Writing Consultant position, the Department has secured the voluntary services of a seasoned attorney who has agreed to write grants for the City as a learning experience. She recently passed Montgomery Community College's Grants Writing Program and is willing to bring the skills learned in this class in a volunteer capacity with the City.

Indicate problems identified, barriers encountered and solutions reached.

The major problem was the lack of resources in the Department. With our access to resources, we are using it wisely to save the City money, while maximizing the use of its capital. We declined to renew the previous grants manager's contract and hired a Grants Manager (Ms. Rhoda). The Department has already secured the assistance of a volunteer grants writer who is interested in continuing her role within the Department.

We have had significant trouble in purchasing vacant properties through the Housing Trust Fund due to the heavy load of investors that are involved in the Seat Pleasant area.

Identify goals for the next reporting period.

The Department's primary goal for the next reporting period is to purchase and renovate at least two properties per month within the City through the Housing Trust Fund and Revolving Loan Fund. As the Compliance Officer, we believe the current process is not moving at a speed to accomplish the Mayor's goal of having this project complete in late summer/early fall of 2018. The new Fast Track Construction schedule has us commencing construction at the end of October 2017.

The Department has established a goal of achieving an 200% increase in the number of grants awarded to the City by going after more grants through the Grants Management office with additional persons and resources. This office is now under the purview of the Economic Development Department. At this current juncture, we have been awarded \$20,000 since June 2017. We would like to raise that number to \$525,000 or approximately 10% of the City budget.

The Department is seeking to meet with at least 10 potential Seat Pleasant business owners and current citizens to introduce them the Housing Trust Fund and Revolving Loan Fund. We have included this offer in the Newsletter every month and we have received a lot of interest in the program. We have educated and helped to encourage at least 3 residents to increase their ability to grow and mature their businesses.

Supporting Documentation: Source: Office of the City Treasurer

Revenue

Line Item 6-5100 – 6-6602

FY2017 Budget (Previous Year)	FY 2018 Budget (Current Year)	FY 2018 Actual (Current Year)
\$70,000.00	N/A	N/A

Expenditures

Offers 1.1 to 1.8

FY2017 Budget (Previous Year)	FY 2018 Budget (Current Year)	FY 2018 Actual (Current Year)
\$70,000.00	\$6,320,626.00	\$6,252,528.85

Attachments: Net Suite for Economic Development