

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
December 8, 2014 - 08:00 p.m.

I. ORGANIZATION

1. Call to Order
2. Roll Call
3. Meditation and Pledge of Allegiance to the Flag
4. Consent Agenda - Approval of Staff Recommendations (Items on the Consent Agenda [marked by *] will be approved as recommended by staff, subject to removal from the Consent Agenda by Council.)
5. Approval of Agenda and Additions

II. COMMUNICATIONS

6. Presentations

Let's Move Cities and Towns Award - At the National League of Cities conference last month, the City received a Let's Move Cities, Towns and Counties Award for having achieved a gold medal in all five areas of the Let's Move Cities, Towns and Counties (LMCTC) initiative. Julie McHale, Director of Recreation, will be present to receive the award.

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gold medal in all five areas of the Let's Move Cities, Towns and Counties (LMCTC) initiative. Julie McHale, Director of Recreation, will be present to receive the award.

Smart Energy Communities Award - At the Prince George's County Municipal Association meeting on November 13, the City received a Maryland Energy Administration Award for its participation in the Maryland Smart Energy Communities program. Luisa Robles, Sustainability Coordinator, will be present to receive the award.

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7. Petitions and Requests (Petitions received at the meeting will not be acted upon by the City Council at this meeting unless Council waives its Standing Rules.)

8. Minutes of Council Meetings

9. Administrative Reports

* 10. Committee Reports

Park and Recreation Advisory Board, Report #2014-4 (Greenbelt Lions Club Recognition Group Status) - It is recommended that Council accept this report and consider it on the agenda of a future meeting. (CM)

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III. LEGISLATION

11. A Resolution to Authorize the Negotiated Purchase of Installation of Kalwall Roof System over the Indoor Pool Area at the Greenbelt Aquatic and Fitness Center from Structures Unlimited, Inc. at a Cost not to Exceed \$570,000 -2nd Reading, Adoption - Reference: Draft Resolution

Memorandum, J. McNeal, 11/14/2014

Proposal, Structures Unlimited, Inc., 11/07/2014

Phasing Plan

Email, P. Lebel, 11/10/2014

The roof over the indoor pool and surrounding flat roof at the Greenbelt Aquatic and Fitness Center (GAFC) are 23 years old and in need of replacement. The Kalwall roof over the indoor pool is showing signs of deterioration and has exceeded its average life of 15 to 20 years. Additionally, the adjacent flat roof leaks during heavy rains and has exceeded its average life. The Kalwall roof at the GAFC is a unique and specialized roofing system that was designed, manufactured and installed by Structures Unlimited, Inc. (SUI) in 1991. The City has been very satisfied with the Kalwall roof and the services provided by SUI since the original installation. SUI has submitted a proposal to replace the existing roof with a new Kalwall roof that is twice as energy efficient as the old roof for a cost of \$570,000. The new Kalwall roof will allow more natural light into the GAFC resulting in added reductions in facility energy costs through better utilization of the newly installed “energy harvesting” lights in the indoor pool. Further, the new Kalwall roof will enhance the overall aesthetics of the facility. SUI advises they recycle the aluminum and fiberglass materials from the old roof. It is expected the indoor pool will be closed approximately four to six weeks while this work is completed. Staff is proposing to have the work “straddle” the date for opening of the outdoor pool to minimize the impact on users. In this way, it is expected the facility will be without an available pool for 2 to 3 weeks instead of the 4 to 6 weeks needed for the work. The

City budgeted \$650,000 in the Building Capital Reserve Fund to complete the roof replacement at the GAFC. This project is being funded with Program Open Space (POS) funds with 75% of the funds coming from POS and 25% of the funds coming from the City. With the addition of needed roof work on the adjacent flat roof, the projected total project cost of \$690,000 will exceed the budgeted amount. There are additional POS funds available to support this project. A work session was held on December 3, 2014, to brief Council and answer questions associated with the GAFC roof replacement project. Ms. Mach introduced this resolution for first reading at the last meeting. It is recommended this resolution be introduced for second reading and moved for adoption tonight. (JM).

Draft Resolution

Memorandum, J. McNeal, 11/14/2014

Proposal, Structures Unlimited, Inc., 11/07/2014

Phasing Plan

Email, P. Lebel, 11/10/2014

IV. OTHER BUSINESS

* 17. Appointments to Advisory Committees - Reference: Applications

Council interviewed Joseph Hamlin on November 5, 2014, and Kathleen Shaw on November 17, 2014, for appointment to the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES). Mr. Hamlin and Ms. Shaw both attended the Green ACES meeting on November 25, 2014. Approval of this item on the consent agenda will indicate Councils intent to appoint Mr. Hamlin and Ms. Shaw to Green ACES. (CM).

Reference: Applications

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Approval of this item on the consent agenda will indicate Councils intent to appoint Mr. Hamlin and Ms. Shaw to Green ACES. (CM)

12. [Memorandum of Understanding - Electric Vehicle Charging Station in City Right-of-Way - Reference: Memorandum of Understanding, T. Hruby - The City has received a request from Ken and Elizabeth Chandler, Greenbelt Homes, Incorporated \(GHI\) members at 62-H Ridge Road, for permission to install an Electric Vehicle Service Equipment \(EVSE\) charging station in City right-of-way \(r-o-w\) adjacent to the curb at their assigned parking space. The charging station will be hard wired to the Chandlers' electric meter installed on their unit. The Chandlers have agreed to accept full financial responsibility for all costs associated with the permitting, installation, maintenance and removal of the EVSE unit and associated cabling, as well as any associated site restoration work required by the City. GHI has agreed to accept responsibility for parking enforcement, and long term maintenance should the Chandlers default on their commitments. City planning staff has drafted a Memorandum of Understanding \(MOU\) that would conditionally grant the Chandlers permission to install the charging station within the Ridge Road r-o-w as requested. The GHI Board of Directors and the Chandlers have reviewed and signed the MOU. The City may receive similar requests in the future and cautions that the installation of designated EVSE units in City right-of-way for the sole use of one resident shall be limited to the areas of GHI where resident assigned parking within City r-o-w currently exists. Otherwise, EVSE charging stations located within public rights-of-way shall be considered public parking available for use by anyone requiring access to an EVSE unit. It is recommended the MOU be approved as proposed.\(TH\)](#)

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It is recommended the MOU be approved as proposed. (TH)

[Memorandum of Understanding, T. Hruby.](#)

13. [Award of Contract - Community Center HVAC System - Reference: Memorandum, J. McNeal, 11/14/2014 - At its work session on December 3, 2014, Council was briefed on recommended improvements to the Community Center HVAC system by representatives from Mendoza, Ribas, Farinas and Associates \(MRFA\) and staff. The briefing focused on an assessment of the Community Center HVAC system conducted by MRFA in 2012 and their](#)

recommended improvements. Staff concurs with their analysis and recommendations for the Community Center HVAC system. Additional engineering services are required for this project to move forward. The City budgeted funds in fiscal year 2015 to make improvements to the Community Center HVAC system. MRFA is currently on the City's Negotiated Purchase List approved by Council in August of this year. It is recommended the City contract with Mendoza, Ribas, Farinas and Associates to provide mechanical and engineering work as stated in their proposal dated October 27, 2014 at a cost of \$56,750. (JM).

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Memorandum, J. McNeal, 11/14/2014

14. Old Greenbelt Middle School Classrooms - Reference: Memorandum, M. McLaughlin, 12/04/2014
Cost Estimate, Gardiner & Gardiner, 12/01/2014
Email, L. Park, 11/18/2014
Layout, Planning Offices
The cost estimate from Gardiner & Gardiner to make the five (5).

classrooms in the old Greenbelt Middle School useable is included in Council's packet. The estimate is \$178,850 plus a \$10,000 contingency with the largest cost being the replacement of the heating units in the room (\$52,000). The space could be used by Greenbelt CARES for GED, tutoring, and mentoring. Other City uses such as by the Planning and Community Development or Recreation departments are not as feasible. As noted in the staff memo in Council's packet, the use by CARES or any other City function would require additional annual operating costs in addition to the renovation cost. Council direction is sought. (MM).

The cost estimate from Gardiner & Gardiner to make the five (5) classrooms in the old Greenbelt Middle School useable is included in Council's packet. The estimate is \$178,850 plus a \$10,000 contingency with the largest cost being the replacement of the heating units in the room (\$52,000).

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[Memorandum, M. McLaughlin, 12/04/2014](#)

[Cost Estimate, Gardiner & Gardiner, 12/01/2014](#)

[Email, L. Park, 11/18/2014](#)

[Layout, Planning Offices](#)

15. [Prince George's Delegation - Hearing on Local Bills - Reference: Email, Daniel Valentine, 12/2/14](#)

PG 416-15

PG 417-15

The Prince George's County Delegation has announced a public hearing on Tuesday, December 16, 2014, at the Sports & Learning Complex in Landover to discuss local legislation under consideration in the 2015 Session.

PG 416-15

Senator Pinsky has again introduced legislation that would allow Prince George's County to impose a fee of up to 5 cents on disposable plastic bags. Similar legislation has been introduced in prior years, but has not been approved. The City has consistently supported both local and statewide bag fee legislation. It is recommended Council support PG 416.

PG 417-15

This legislation would require Prince George's County to prepare a report on the tax differential it provides to each municipality and make it publicly available. The report would include:

- The amount of tax differential.
- A detailed description of the duplicative service provided by the municipality.
- A detailed description of the methodology used by the County to determine the differential amount.

Council direction is sought. (DEM)

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PG 416-15

PG 417-15

16. Council Reports

IV. MEETINGS - Reference: Chart, Stakeholder/Regular Meetings

Master Calendar

Work Session: The Washington Suburban Sanitary Commission (WSSC) would like to replace/relocate a waterline which runs through the back yards of homes on Julian and White Birch Court and install a new waterline in the City owned Ridge Road right-of-way behind the homes. If approved, the work will require the removal of a number of trees. It is suggested Council receive a

briefing by WSSC on the project on Wednesday, December 17. Affected residents will be notified as well.

Executive Session(s): Council moved to schedule an Executive Session on a personnel matter at the last meeting. At its work session on December 1, Council expressed its desire to discuss a separate personnel matter in an executive session. The following motion is required to schedule the executive session(s): I move that Council schedule an Executive Session on in the

Council will hold this closed meeting in accordance with Section 10-508 (a) (1) of the State Government Article of the Annotated Code of Public General Laws of Maryland to discuss a personnel matter.

Reference: Chart, Stakeholder/Regular Meetings
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Regular Meeting Mon. 12/08 8:00 pm
Legislative Dinner Wed. 12/10 6:00 pm
Work Session - Review of Theater Operation Proposals Mon. 12/15
8:00 pm
Work Session - WSSC Water Line Relocation Proposal/Boxwood
(CC) Wed. 12/17 8:00 pm
Work Session - TBA Mon. 12/22 8:00 pm
No Meeting Wed. 12/24 8:00 pm
No Meeting Mon. 12/29 8:00 pm
No Meeting Wed. 12/31 8:00 pm
Work Session - TBA Mon. 01/05 8:00 pm
Work Session - TBA (CC) Wed. 01/07 8:00 pm
Regular Meeting Mon. 01/12 8:00 pm
MML Legislative Reception (Annapolis) Wed. 01/14 5:00 pm
Work Session - TBA (CC) Wed. 01/14 8:00 pm
No Meeting - City Holiday (Martin Luther King Jr. Day) Mon. 01/19
Work Session - TBA (CC) Wed. 01/21 8:00 pm
Regular Meeting Mon. 01/26 8:00 pm
Work Session Wed. 01/28 8:00 pm
Four Cities Meeting (College Park) Thurs. 01/29 7:30 pm

Ready to be scheduled:

WSSC (stakeholder)

Business Coffee

PRAB/Greenbelt Boys & Girls Club (Youth Sports)

Rental Apartments (stakeholder)

Forest Preserve/Community Gardens

Comcast/Verizon

Advisory Group Chairs

Hotels

French Immersion School

For later scheduling:

Zoning Enforcement

Parkway Apartment Owners/GHI (parking)

Northway Fields Master Plan

City Manager Updates (Jan, Pre-budget; June, & Sept/Oct)

Cemetery Plans

Meeting with County on Transportation Plan

Information Technology Dept.

Roosevelt Center Owner