

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
November 23, 2015 - 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

[Municipal Government Month Proclamation - November is Municipal Government month. In recognition of the event, the City sponsors many activities that display government in action, including the Community Health and Wellness Fair, Walk to School Day, "If I Were Mayor" contest for fourth grade students, FallFest, an electronics recycling event, and has featured various City Officials and Employees throughout the month on the homepage of the City website. Additionally, the City has been flying the Municipal Government Works flag outside the Municipal Building](#)

during the month. Beverly Palau, the City's Public Information and Communications Coordinator, will receive the proclamation on behalf of the City. (CM)

6 - Municipal Government Month Proclamation

America Recycles Month Proclamation - America Recycles Day was celebrated on November 15. This is the 18th year that a day has been set aside nationally to build consumer demand for recycled products and to educate all Americans about the environmental and economic benefits of reusing and recycling. Luisa Robles, Sustainability Coordinator, will be present to accept the proclamation on behalf of the Greenbelt Advisory Committee on Environmental Sustainability. Ms. Robles will also give an overview of this year's America Recycles Month events. (CM)

6 - America Recycles Month Proclamation

6 - America Recycles Month Information

Recycle Right Awards - Among the other activities recognizing November as "America Recycles Month," the Public Works Department conducted the annual "Recycle Right – Win With Your Bin" contest. The following winners were selected from the four City collection routes and one contractual collection route.

Arjuna and Sarojabai Rajaguru	7908 Spring Manor Drive	Monday
City Route		

Rosanne and Sean Douglass	49-D Ridge Road	Tuesday
City Route		

Earl Bailey	1-C Southway	
Wednesday City Route		

Thomas Stephanos	26-F Ridge Road	Thursday
City Route		

Sophia Ra	7857 Emilys Way	
Contractual Route		

Luisa Robles will be present at the meeting to describe the contest and assist with the presentation of the awards. (LR)

6 - Recycle Right Awards

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.) - o.
Greenbelt Climate Action Network - Members of the Greenbelt Climate Action Network (GCAN) have indicated they will be attending the meeting to request Council send a letter to President Obama urging his support in moving the global community towards a strong international climate deal this December at the 21st Annual Meeting of the United Nations Framework Convention on Climate Change. (CM).

7 - Petition Background

8. Minutes of Council Meetings

*- Work Session, August 19, 2015

8 - Draft Minutes, 08-19-15

* -Work Session, August 31, 2015

8 - Draft Minutes, 08-31-15

*-Work Session, September 16, 2015

8 - Draft Minutes, 09-16-15

* -Work Session, October 14, 2015

8 - Draft Minutes, 10-14-15

* - Regular Meeting, October 19, 2015

8 - Draft Minutes, 10-19-15

*-Work Session, October 21, 2015

8 - Draft Minutes, 10-21-15

- Statement for the Record, Executive Session, November 16, 2016 - The following motion is needed: In accordance with the General Provisions Article, Section 3-306(c)(2) of the *Annotated Code of Public General Laws of Maryland*, I move that the minutes of tonight's meeting reflect that Council met in executive session on Monday, November 16, 2015, at 7:04 p.m. in the Library of the Municipal Building. Council held this closed meeting in accordance with the General Provisions Article, §3-305(b)(3) of the *Annotated Code of Public General Laws of Maryland*, to consult with legal counsel regarding the acquisition of real property.

Vote to close session:

	Yes	No	Abstain	Absent
Ms. Davis	X			
Mr. Herling	X			
Ms. Mach	X			
Ms. Pope	X			
Mr. Putens	X			

Mr. Roberts				X (arrived at 7:22 p.m.)
Mayor Jordan	X			

The following staff members were in attendance: Michael McLaughlin, City Manager; David Moran, Assistant City Manager; and John Shay, City Solicitor. Other individuals in attendance: None Council took no actions during this session.(CM)

8 - Statement for the Record, Executive Session, November 16, 2015

9. Administrative Reports

* 10. Committee Reports

III. LEGISLATION

11. A Resolution to Negotiate the Purchase of Design Services Required for the Redesign of Existing Parking Facilities and the Incorporation of Stormwater Best Management Practices at the Buddy Attick Park Parking Lot with Bradley Site Design, Inc., of Washington DC, at a Cost of \$33,700 - 1st Reading - Reference: Draft Resolution Memorandum, J. Bellah, 10/12/2015 Concept Plan Map and Photos - The City received \$187,700 in grant funding through the Cheapeake Bay Trust's Prince George's County Stormwater Stewardship Grant Program to incorporate Low Impact Development (LID) practices in the Buddy Attick Park parking lot redesign project. A request for proposals (RFP) from qualified professional design/engineer firms to prepare concept and design development drawings for the project received four (4) responses.

The responses were then thoroughly reviewed by Planning staff. Planning staff has indicated the proposal from Bradley Site Design will best meet the needs of the City. The Bradley Site Design proposal provides professional services associated with the design and construction of stormwater best management practices at the Buddy Attick Park parking lot at a cost of \$ 33,700. Council was briefed on the proposals at its work sessions on October 21 and November 18. It is recommended the resolution be introduced for first reading. (JB).

11- Resolution

11- Memorandum

11 - Concept Plan Map and Photos

IV. OTHER BUSINESS

12. Proposed Pepco Vegetation Management Work - #2 - Reference: Memorandum, R. Fink, 10/23/2015 - At the September 15, 2015 meeting, City Council granted permission for Pepco to undertake vegetation management work on five feeder lines in Greenbelt. Permission was withheld on two lines, 15741 and 15742, pending further staff review. The review has been completed and staff has compiled the recommendations of the Advisory Committee on Trees (ACT), various neighborhood associations, and homeowner comments with its recommendation on the proposed work on the two feeder lines. It is recommended permission be granted to do vegetation management work as proposed on the plans for feeder lines 15741 and 15742 with two conditions. One, no work be permitted in the Belle Point Forest Preserve at this time. It is anticipated that by the next time Pepco comes to Greenbelt to do vegetation management work, approximately three to four years, the forest preserve management guidelines will have been reviewed and an approach to this type work developed. Two, 91 trees be removed from the plan/list of work to be done. These are the trees which have been identified by ACT, neighborhood associations or staff to not be removed. They are

designated as “Refusals” on the enclosed plan. Pepco has indicated that due to the timing of this approval it may not get to the work this year and it may have to wait three to four years, but they have asked for permission to be granted in case they can get to the work. (MM)

12 - Memorandum

12- Pepco Work Plan

13. Award of Purchase - Public Works Vehicles - Reference:
Memorandum, J. Sterling, 09/18/2015

State Bid #001B5400289

State Bid #01B5400280

The FY 2016 budget includes \$51,000 for the replacement of Public Works Unit #101 (2005 Chevy Blazer) used by Public Works Administration and Unit #421 (2000 Ford Ranger) used by the Parks Crew. Public Works staff has identified a 2016 Ford Utility Vehicle available for purchase from Apple Ford at a cost of \$25,794 through State of Maryland Bid #01B5400280, for the replacement of Unit #101. Although Unit #101 is ten years old, it will remain in service as a backup vehicle for the Department. Public Works staff has also identified a 2015 Ford F-150 4x4 Truck with an Extended Cab available for purchase from Apple Ford at a cost of \$25,509, through State of Maryland Bid #001B5400289, for the replacement of Unit #421. In addition to being a 15 year old truck, Unit #421 has extensive rust in the bed and rear frame area and is not ideal for the everyday work of the Parks Crew. The 2015 Ford F-150, which is a full size truck with a much larger bed, is better suited for the Parks Crew needs. It is recommended Council approve the purchase of: 1) one 2016 Ford Utility from Apple Ford at a cost of \$25,794, in accord with State of Maryland Bid #01B5400280; and 2) one 2015 Ford F-150 4x4 Pickup Truck with Extended Cab from Apple Ford at a cost of \$25,509, in accord with State of Maryland Bid #001B5400289. (CM)

13 - State Bid 01B5400280

13 - Memorandum

13 - State Bid 00B5400289

14. Award of Purchase - Strength Training Equipment - Reference: Memorandum, J. McNeal, 11/16/2015
Fairfax County Bid Documents
Gym Source Quotations
CYBEX Equipment Descriptions

The strength training equipment at the Aquatic and Fitness Center (AFC) purchased in 1993 has become outdated and is in need of replacement. In FY 2015, the City budgeted \$48,000 in the Replacement Fund to purchase new strength training equipment for the AFC. In addition, the carpeting in the strength training room is 22 years old, has become heavily worn and is in need of replacement. Staff has researched numerous strength training product lines and conducted a number of site visits to inspect equipment, as well as spoken with colleagues and patrons at other facilities regarding their experiences with various manufacturers' equipment and flooring products. Some of these locations include the Bowie Sport Fit Health Club, The League for People with Disabilities Facility in Baltimore and the Southern Regional Technology and Recreation Complex operated by MNCPPC. Through this research, staff has found the equipment manufactured by CYBEX to be superior to other equipment available for a number of reasons including: ease of use, quality of manufacture and available options. CYBEX is a demonstrated leader in the industry. Staff identified a competitive solicitation for bids conducted by Fairfax County, Virginia in December 2013. Pricing for the selected CYBEX equipment through Gym Source, Inc. is \$44,595. Staff also researched replacement of the carpet with flooring more suitable for a fitness center. Based on site visits, staff has identified Everlast Sports Surfacing as the preferred flooring. This is an 8 mm recycled rubber product that uses low VOC materials and has been certified for use in school and office settings. Most fitness facilities use a rubber flooring system because it is more compatible with strength training equipment, including free weights.

Pricing for Everlast Sports Surfacing in the strength training room is \$6,927. Staff recommends the City cooperatively purchase off of the Fairfax County, Virginia contract for purchase of CYBEX strength training equipment at a cost of \$44,595 from Gym Source, Inc. Further, staff recommends replacement of the 22 year old carpet with Everlast Sports Surfacing at a cost of \$6,927. The total cost would be \$51,522 which exceeds the budgeted amount by \$3,522. There are sufficient funds in the Replacement Fund to cover this overage. (JM).

14 - Memorandum, J. McNeal

14 -Fairfax County Bid Documents

14 - Gym Source Quotations

14 - CYBEX Equipment Descriptions

15. Proposed 2016 Legislative Program - Reference:

Proposed 2016 Legislative Program

Legislative Suggestions List - Each year in December, Council holds a Legislative Dinner with the City's State and County representatives to present and outline the City's top legislative priorities. This dinner meeting will be held on Tuesday, December 15, 2015 at the Greenbelt Marriott. Included in Council's packet is a proposed Legislative Program for 2016. This year, staff is recommending a short list of priorities under two categories to focus the attention and efforts of our legislators. Three "Top" priorities are proposed. The first is support for the FBI Headquarters in Greenbelt. The second priority is funding for Greenbelt Road Streetscape Improvements. Staff is suggesting the M-NCPPC Tax Issue as the third priority. There are three "Other" priority issues: Protect municipal funding sources, Children living in Greenbelt Station should attend Greenbelt schools and Opposition to Kenilworth Avenue extended. Staff strongly suggests that the City's 2016 priorities be limited to a small number because it is better to present a concise, manageable package of initiatives to our State and County representatives. Based on Council's action on this item, staff will develop a booklet describing each item in detail and providing

appropriate background materials. Staff will also email the summary to State and County legislators in advance of the dinner Council direction is sought. (DEM).

15 - Proposed 2016 Legislative Program

15 - Legislative Suggestions List

16. Zipcar - Reference: Zipcar Rates & Plans
Zipcar, the car sharing service, has approached the City about locating a car in Roosevelt Center. The City was an early partner with Zipcar starting in 2002. At that time, one space was provided in Roosevelt Center and another at Green Ridge House. The vehicles were removed over the years because they did not generate enough business/revenue. Zipcar has contacted the City about reestablishing the program at Roosevelt Center because they have received numerous inquiries from residents and believe it can support itself. When the program was started in 2002, the City provided a subsidy to lower the cost for residents. No subsidy is proposed this time and there is no other cost to the City. Zipcar currently has three vehicles at Beltway Plaza and numerous vehicles at the University of Maryland. If approved, the City's responsibility would be to provide one parking space in the Municipal Building (upper) parking lot for use by Zipcar. Zipcar would provide signage designating the space as reserved for Zipcar. There is sufficient parking capacity for this initiative, though the vehicle would have to be moved during the Labor Day Festival. Interest has also been expressed in reinstituting the program at Green Ridge House. Initial surveys indicate a subsidy would be needed there in order for residents to utilize the program. Staff is working on this possibility. It is recommended Council authorize the City provide a parking space in the Municipal Building parking lot for use by Zipcar and authorize the City Manager to sign the appropriate agreement with Zipcar. (MPM).
17. Opportunity to Acquire 10-A Crescent - The City has the opportunity to purchase the Greenbelt Homes Inc. (GHI) unit at 10-A Crescent

Road. This unit is ready to come on the market. It is next to the Greenbelt Museum at 10-B Crescent Road. These units are the only units at that address. The current Greenbelt Museum building was acquired by the City as part of its 50th anniversary in 1987. From the time the museum unit was acquired, persons associated with the museum have expressed an interest in 10-A being acquired as well for museum purposes. The unit at 10-A could become the office space for museum staff which would enable the museum to be available for tours on a more frequent basis. It would also provide space for interns and researchers interested in Greenbelt to work, larger tour groups, and present a comparison of original Greenbelt homes “then and now”. The residents of 10-A, the Dwyers, had always been good neighbors to the museum, sharing information with interested visitors when the museum was closed. Another resident might not be so accommodating of likely intrusions. The Dwyers resided in the home for 59 years and as such it is unknown when the unit might become available again. The Friends of the Greenbelt Museum support the acquisition. The City has the resources to acquire it. Discussions with Thomas Dwyer, the son who is executor of the estate, indicate he is willing to sell the unit to the City for \$200,000. It is recommended Council schedule a public hearing for its December 14, 2015 meeting to receive input from residents on whether the City should acquire 10-A Crescent Road. Following the public hearing, direction can be provided regarding next steps. (DEM)

18. Council Reports

* 19. Employee Special Holiday - Since December 1969, the City Council has granted an extra holiday to classified employees during the holiday season. In recent years, when Christmas has fallen on a Tuesday or Thursday, Council has assigned the holiday to create a four-day weekend. Otherwise, the holiday has been granted as a “floating day” that employees may use whenever they wish during the remainder of the fiscal year. Since Christmas falls on a Friday this year, it is recommended that Council grant a floating holiday to employees. Approval of this item on the consent agenda

will indicate Council's approval of the recommendation. (CM)

* 20. Appointment to Advisory Group - Reference:

Application - Council interviewed Charlette Wilson on July 27, 2015 for appointment to the Arts Advisory Board (AAB). Ms. Wilson attended the AAB meeting in August and has expressed her desire to serve on the Board. Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Wilson to the AAB. (CM)

* 21. Reappointments to Advisory Groups Reference:

Reappointment Applications - The following individuals have indicated their willingness to continue to serve on City Advisory Boards and Committees:

Melinda Brady, Advisory Committee on Education

Sudhanshu Sinha, Advisory Committee on Education

Nicole Williams, Advisory Planning Board

Steve Skolnik, Board of Appeals

Elizabeth Gaines, Employee Relations Board

Bob Rudd, Employee Relations Board

Wallace Williams, Employee Relations Board

Jeffphine Dawson, Greenbelt Advisory Committee on
Environmental Sustainability

Joseph Hamlin, Greenbelt Advisory Committee on
Environmental Sustainability

Michael Hartman, Greenbelt Advisory Committee on
Environmental Sustainability

Betty Sonneveldt, Park and Recreation Advisory Board

Lester Whitmer, Park and Recreation Advisory Board

Frank Pearlman, Senior Citizens Advisory Committee

Approval of this item on the consent agenda will indicate Council's intent to appoint them to new terms. (CM)

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* 22. Resignations from Advisory Groups - Reference:

Resignations - The following individuals have submitted their resignations from City Advisory Boards and Committees:

David Whiteman Advisory Committee on Education

Donna Almquist	Forest Preserve Advisory Board
Yoni Siegel	Forest Preserve Advisory Board
Robert Snyder	Forest Preserve Advisory Board
Margaret Cahalan	Greenbelt Advisory Committee on Environmental Sustainability
Kehinde Odebo	Greenbelt Advisory Committee on Environmental Sustainability

Approval of this item on the consent agenda will indicate Council's intent to accept these resignations with regret. (CM)

V. MEETINGS