



## **CITY COUNCIL AGENDA**

### **Regular Meeting**

**This meeting will be held in-person and virtual.**

**25 Crescent Road  
Greenbelt, MD 20770**

**OR**

**Virtual Participation  
Zoom Webinar Attendees:**

**During "Petitions and Requests," please submit your request in writing via email to  
[questions@greenbeltmd.gov](mailto:questions@greenbeltmd.gov)**

**[https://us02web.zoom.us/j/84520116600?](https://us02web.zoom.us/j/84520116600?pwd=ZU56K2VPQzBtRGNDTXdnRUZHTUdWdz09)  
[pwd=ZU56K2VPQzBtRGNDTXdnRUZHTUdWdz09](https://us02web.zoom.us/j/84520116600?pwd=ZU56K2VPQzBtRGNDTXdnRUZHTUdWdz09)  
Dial-in: 301 715 8592  
Webinar ID: 845 2011 6600  
Passcode: 120388**

**Monday, November 14, 2022  
7:30 PM**

#### **I. ORGANIZATION**

1. Call to Order
2. Roll Call
3. Meditation and Pledge of Allegiance to the Flag

4. Petitions and Requests
5. Consent Agenda - Approval of Staff Recommendations (Items on the Consent Agenda [marked by \*] will be approved as recommended by Council and staff, subject to removal from the Consent Agenda by Council.)
6. Approval of Agenda and Additions

## II. COMMUNICATIONS

7. Presentations
- 7a. America Recycles Day Proclamation  
Suggested Action:

America Recycles Day was celebrated on November 15, a day that 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. John Lippert, Chair of the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES), will be present to accept the proclamation. Mr. Lipper will also give an overview of this year's America Recycles Month events.

[America Recycles Day Proclamation 2022.pdf](#)

- 7b. Military Families Month Proclamation  
Suggested Action:

November is Military Family Month, and we take this opportunity to appreciate the continuous sacrifices and contributions of our military families. The observance recognizes the challenges family members face in support of their loved ones in uniform. Without their commitment and dedication, it would be impossible for our military to remain organized and focused. They are our patriots who support their family members, while enriching the communities they call home. This month honors the parents and children who stay behind and love their family members on active duty to protect the interests of their nation. Tonight, the Ladies Auxiliary and Sons of American Legion from Greenbelt Post 136 will accept the proclamation.

[Military Families Month.pdf](#)

- \*8. \* Minutes of Council Meetings  
Suggested Action:
  - \* Work Session - June 08, 2022
  - \* Work Session - June 22, 2022

\* Work Session - June 29, 2022

\* Work Session - July 06, 2022

[WS220608.pdf](#)

[WS220622.pdf](#)

[WS220629.pdf](#)

[WS220706.pdf](#)

8a. Statement of Record - Closed Session, October 26, 2022

Suggested Action:

Reference: Statement for the Record, October 26, 2022

Closed Session of October 26, 2022: The following motion is needed: In accordance with the General Provisions Article, Section 3-06(C)(2) of the Annotated Code of Public General Laws of Maryland. I moved that the minutes of tonight's meeting reflect that Council met in closed session on Wednesday, October 26, 2022, at 9:30 pm, in the Council Chambers of the Municipal Building. Council held this closed meeting in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland: to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

The purpose of this meeting 1) to discuss personnel matters; 2) to consult with legal counsel on pending legal matters.

Vote to close session:

Mr. Byrd - Yes

Ms. Davis - Yes

Mr. Gordon - Yes

Ms. Pope - Yes

Mr. Roberts - No

Ms. Weaver - Yes

Mayor Jordan - Yes

The following staff member was in attendance: Tim George, Interim City Manager

Other individuals in attendance: Todd Pounds, Legal Counsel (virtual, until 10:00)

Council took the following actions during this session: None

8b. Statement of Record - Closed Session, November 3, 2022

Suggested Action:

Reference: Statement for the Record, November 3, 2022

Closed Session of November 3, 2022: The following motion is needed: In accordance with the General Provisions Article, Section 3-06(C)(2) of the Annotated Code of Public General Laws of Maryland. I moved that the minutes of tonight's meeting reflect that Council met in closed session on Thursday, November 3, 2022, at 7:32 pm, in the Council Chambers of the Municipal Building. Council held this closed meeting in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland: to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

The purpose of this meeting the Interim City Manager evaluation.

Vote to close session:

Mr. Byrd - Yes

Ms. Davis - Yes

Mr. Gordon - Yes

Ms. Pope - Yes

Mr. Roberts - No

Ms. Weaver - Yes

Mayor Jordan - Yes

The following staff member was in attendance: Tim George, Interim City Manager

Other individuals in attendance: None

Council took the following actions during this session: None

[Closed Session Forms.pdf](#)

9. Administrative Reports

Suggested Action:

Reference: This link will display the weekly report for the City Manager and City Departments

\*10. \* Committee Reports

### **III. LEGISLATION**

### **IV. OTHER BUSINESS**

11. Discussion of selection criteria for the Reparations Commission

Suggested Action:

Mayor Jordan requested this item be added to the agenda for discussion.

12. Discussion of Legislative Priorities

Suggested Action:

RE: Legislative Dinner

Mayor Jordan requested this item be added to the agenda for discussion.

13. Discussion Schedule for the City Manager search and Community Survey

Suggested Action:

Reference: Greenbelt MD CM Narrative Final Draft - 11.10.22

Greenbelt MD CM Kick Off Memo

Greenbelt MD CM Timeline

Mayor Pro Tem Weaver added this item to the agenda for discussion.

[Greenbelt MD CM Narrative Final Draft 11.10.22.pdf](#)

[Greenbelt MD CM Kick Off Memo\\_.pdf](#)

[Greenbelt MD City Manager Timeline 10.13.2022.pdf](#)

[Community Stakeholder Survey.pdf](#)

14. ARPA First Time Home Buyer Down-payment Assistance

Suggested Action:

Reference: Memorandum, D. Sandlin, 11/10/2022

On July 18, 2022, the City Council reviewed the American Rescue Plan Act (ARPA) Recommended Spending Plan. At that meeting, Mayor Jordan suggested allocating \$500K of ARPA funds for down payment assistance for first-time homebuyers residing in Greenbelt.

On August 8, 2022, the City Council unanimously approved the ARPA Fund Recommended Spending Plan, which included \$500K allocated for down payment assistance for new homeowners.

The staff established the Greenbelt First-Time Homebuyer Advantage Program. Staff met with the Maryland Department of Housing and Community Development's Community Development Authority (DHCD/CDA) to discuss their program and how they could assist Greenbelt residents in becoming homeowners.

In partnership with the MD DHCD/CDA, the City of Greenbelt will be implementing a program to administer and manage the distribution of grants to assist residents with down payment and/or closing costs. This program is for first-time home buyers in the City of Greenbelt implemented through the Maryland Mortgage Program (MMP). This program is carried out with no administrative cost to the City of Greenbelt.

The Greenbelt First-time Homebuyer Advantage Program will include a grant of up to \$15,000 to the homebuyer. The grant can be used for closing costs and/or down payments for FHA, USDA, FNMA or Freddie Mac loans. In addition, homebuyers applying to use the MMP First-Time Advantage option and are receiving a grant from the City may be eligible to receive matching funds up to \$2,500, which could potentially provide City residents with a combined total of \$17,500 towards closing and/or down payment costs.

Staff recommendation is that the full allocation of \$500,000 be provided to MD DHCD to implement this program. Any funds that are unused by December 31, 2023, will be returned to the City to be reprogrammed for other ARPA programs/initiatives.

Included in Council's packet is a memorandum outlining the Greenbelt First-Time Homebuyer Advantage Program.

Council approval is sought.

[Memorandum, D. Sandlin, 11/10/2022.pdf](#)

15. ARPA Scholarship Program

Suggested Action:

Reference:

Memorandum, D. Sandlin, 11/8/2022

Greenbelt Youth Scholarship Program Guidelines

Greenbelt Youth Scholarship Application

On July 18, 2022, the City Council reviewed the American Rescue Plan Act (ARPA) Recommended Spending Plan. At that meeting, Councilmember Mr. Byrd suggested allocating ARPA funds to higher education scholarships for those seeking college

instruction or vocational training. The Council recommended an allocation of \$500K for approval at the next Council meeting.

On August 8, 2022, the City Council unanimously approved the ARPA Fund Recommended Spending Plan, which included \$500K allocated for higher education.

The staff established the Youth Scholarship Grant Program. The process involved a collaborative effort with the Interim City Manager, the Interim Assistant City Manager, the Director of CARES, Dr. Park, and the City PIO Coordinator, Chondria Andrews. Additionally, the Advisory Committee on Education was consulted to receive their input into the process and to request their assistance in reviewing the applications.

Staff established a broad set of criteria to include community involvement, work experience, academic activities, and academic performance. The scholarship program was expanded to include students enrolled in vocational/training school as well as students interested in attending a two-year or four-year college or university. Furthermore, students already attending an educational institution will be eligible to apply as well.

Eligible applicants will be able to receive \$10,000 to be paid directly to the educational institution to cover expenses for up to two school years. Applicants must have resided in the City of Greenbelt for a minimum of one-year, and demonstrate they are planning to pursue post-secondary education or a vocational/training program; or have been accepted or are currently enrolled into a post-secondary school or vocational/training program.

The scholarship can be applied towards the 2023/2024 school year and can be used to cover expenses allowable under the educational institution's guidelines.

Included in Council's packet is a memorandum outlining the Youth Scholarship Grant Program along with the guidelines and application.

Council approval is sought.

[City Council Memo\\_Youth Scholarship Program\\_11\\_8\\_22.pdf](#)

[Greenbelt Youth Scholarship Program\\_Guidelines\\_Draft\\_11\\_8\\_22.pdf](#)

[Youth Scholarship Program\\_Application\\_Draft\\_11\\_8\\_22.pdf](#)

#### 16. Healthcare Voucher Program

Suggested Action:

Reference: Memorandum, D. Sandlin, 11/10/2022

Attachment A - Health Care Voucher Program Protocols

Attachment B - FY23 Health Care Voucher Program Payment Schedule

City Council approved a \$500,000 allocation to provide healthcare voucher assistance to Greenbelt residents. Staff met to discuss this initiative and reached out to several of our peers to evaluate best practices. When meeting with the Roosevelt Center merchants, staff engaged with CCI Health Services and learned of their current activities serving Greenbelt residents and how they could assist Greenbelt residents with their healthcare needs.

City staff met further with CCI Health Services (CCI) to discuss partnering to administer and manage the distribution of the health care vouchers to uninsured or under-insured children and adults not eligible for other programs. So far this year, CCI has provided care to over 3,600 Greenbelt residents. With two locations in the City (Greenway and Springhill Lane), they are uniquely positioned to offer residents a wide range of services, including primary and pediatric care, dental care, behavioral health services, family planning services, WIC, and prenatal care. CCI is also familiar with ARPA funding and reporting requirements and is able to meet the City's needs for federal reporting.

Included in Council's packet is a memorandum outlining the Greenbelt Healthcare Voucher Program along with the program protocols and payment schedule.

Council approval is sought.

[City Council Memo\\_Healthcare Voucher\\_Memo\\_V3\\_11\\_10\\_22\\_DS.pdf](#)

[Attachment A - Health Care Voucher Program Protocols\\_V1.pdf](#)

[Attachment B - FY23 Health Care Voucher Program Payment Schedule\\_V1.pdf](#)

17. Council Activities

18. Council Reports

\*19. \* Meetings

[meetings.pdf](#)

\*20. \* Stakeholders

[Stakeholder Schedule.pdf](#)

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: ORGANIZATION

Agenda Section: ORGANIZATION

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**Subject:**

Roll Call

**Suggested Action:**

**Attachments:**

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: ORGANIZATION

Agenda Section: ORGANIZATION

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**Subject:**

Meditation and Pledge of Allegiance to the Flag

**Suggested Action:**

**Attachments:**

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: COMMUNICATIONS

Agenda Section: ORGANIZATION

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**Subject:**

Petitions and Requests

**Suggested Action:**

**Attachments:**

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Bonita Anderson

Submitting Department: Public Works

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

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**Subject:**

America Recycles Day Proclamation

**Suggested Action:**

America Recycles Day was celebrated on November 15, a day that 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. John Lippert, Chair of the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES), will be present to accept the proclamation. Mr. Lipper will also give an overview of this year's America Recycles Month events.

**Attachments:**

[America Recycles Day Proclamation 2022.pdf](#)

## **PROCLAMATION**

**WHEREAS**, each year, the United States generates more than 292.4 million tons of municipal solid waste, which is about 4.5 pounds per person per day; and

**WHEREAS**, although the nation has achieved an overall recycling rate of 32.1%, much more can be done, especially in waste reduction, composting, the reuse of products and materials, and the purchasing of recycled products and packaging; and

**WHEREAS**, Greenbelt has achieved a recycling rate of 62% through its many dynamic and successful recycling programs, such as residential curbside collection, two recycling centers, electronics recycling, Styrofoam recycling, paint recycling, tree lumber recycling, backyard composting, food scraps drop off, and yard waste composting; and

**WHEREAS**, to focus the nation's attention on the importance of building consumer demand for recycled products and to educate all Americans about the environmental and economic benefits of recycling, businesses, industries, government agencies, nonprofit organizations, and individuals are joining together to celebrate America Recycles Day 2022 and to encourage all residents to renew their pledge to reuse and recycle more and to buy more recycled products; and

**WHEREAS**, America Recycles Day is celebrated nationally on November 15. Greenbelt celebrates with many events held during the entire month.

**NOW, THEREFORE**, I, Emmett V. Jordan, by the authority vested in me by the residents and City Council of Greenbelt, hereby proclaim November 2022 to be

### **AMERICA RECYCLES MONTH**

in Greenbelt and encourage all our residents to increase their recycling efforts and purchase recycled products, as these are effective ways to make a difference in our environment, preserve our natural resources, reduce our landfill needs, and improve the quality of life for present and future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 14<sup>th</sup> day of November 2022.

EMMETT V. JORDAN, Mayor

ATTEST:

Bonita Anderson, City Clerk

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

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**Subject:**

Military Families Month Proclamation

**Suggested Action:**

November is Military Family Month, and we take this opportunity to appreciate the continuous sacrifices and contributions of our military families. The observance recognizes the challenges family members face in support of their loved ones in uniform. Without their commitment and dedication, it would be impossible for our military to remain organized and focused. They are our patriots who support their family members, while enriching the communities they call home. This month honors the parents and children who stay behind and love their family members on active duty to protect the interests of their nation. Tonight, the Ladies Auxiliary and Sons of American Legion from Greenbelt Post 136 will accept the proclamation.

**Attachments:**

[Military Families Month.pdf](#)

## **PROCLAMATION**

**WHEREAS**, Military Family Appreciation Month was established in 1996 by the U.S Government, along with the Armed Services YMCA; and

**WHEREAS**, Military Family Appreciation Month provides an opportunity to appreciate the continuous sacrifices and contributions of our military families; and

**WHEREAS**, Military families are the backbone of the services, providing unconditional love and support to members who often work in complex and dangerous environments; and

**WHEREAS**, Military Family Appreciation Month recognizes the challenges family members face in support of their loved ones in uniform during extended training and deployments. The families know the risks for their loved ones but accept this life of service; and

**NOW, THEREFORE**, I, Emmett V. Jordan, by the authority vested in me by the residents and City Council of Greenbelt, do hereby proclaim November as:

### **MILITARY FAMILY APPRECIATION MONTH**

and encourage all our residents to remember the dedication and strength of military families separated during this holiday season.

*IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 14<sup>th</sup> day of November 2022.*

*Emmett V. Jordan  
Mayor*

**ATTEST:** Bonita Anderson  
City Clerk

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS

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### **Subject:**

\* Minutes of Council Meetings

### **Suggested Action:**

\* Work Session - June 08, 2022

\* Work Session - June 22, 2022

\* Work Session - June 29, 2022

\* Work Session - July 06, 2022

### **Attachments:**

[WS220608.pdf](#)

[WS220622.pdf](#)

[WS220629.pdf](#)

[WS220706.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, June 8, 2022, to discuss the American Rescue Plan Act (ARPA) Fund Recommended Spending Plan.

Mayor Jordan started the meeting at 7:30 pm. The meeting was held in the Council Chambers of the Municipal Building, 25 Crescent Road, and via Zoom.

PRESENT WERE: Councilmembers Colin A. Byrd (7:32 pm), Judith F. Davis, Ric Gordon, Rodney M. Roberts (7:56 pm), Kristen L. K. Weaver, and Mayor Emmett V. Jordan. Councilmember Silke I. Pope was absent due to an illness.

STAFF PRESENT WERE: Tim George, Interim City Manager; Debi Sandlin, Interim Assistance City Manager; Bertha Gaymon, City Treasurer; Brian Kim and Brian Townsend, Acting Directors of Public Works; Dr. Liz Park, Director of CARES; Dale Worley, Director of Information Technology; Greg Varda, Director of Recreation; Terry Hruby, Director of Planning and Community Development (virtually); and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Bill Orleans, Michael Hartman, Laura Rosenthal, Angelina Jo, and others.

Mayor Jordan explained that the America Rescue Plan Act (ARPA) Funding was allocated from the Federal Government to Counties and Municipalities to recover from the impact of the Covid 19 pandemic. He stated that the City had received \$ 11 million, and it was possible to receive an additional \$ 11 million.

Mr. George presented a PowerPoint presentation. He outlined the community engagement process, including work sessions, focus groups, and surveys. Mr. George explained that \$2.2million was expended/encumbered for rental assistance, utility assistance, mortgage assistance, business assistance, and food support. Ms. Davis stated that the Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding was used for food distribution and rental assistance and asked to have that information listed. Mr. George informed that \$4.35 million in the Fiscal Year 2023 budget is for police cars, staff, Capital Project Fund, Building Capital Reserves, and Replacement Fund, outlined in the Fiscal Year 2023 Adopted Budget on pages 251-264. Mr. George stated that tonight's work session is setting the following steps on programming the remaining \$16.33 million of ARPA Funds. He summarized the spending priorities of the community, Council, and staff, including household support, mental health services, infrastructure, business assistance, and other City priorities.

Ms. Davis stated that some specific petitions submitted to Council weren't included and requested that information be added with the cost associated.

Bill Orleans, a Greenbelt resident, commented that the City shouldn't use the ARPA Funds on some of the listed areas.

Based on a question asked by Tom Adams, Ridge Road, Mr. George explained that \$ 10 million of the ARPA Fund could be used towards loss revenue that is unrestricted in terms of the ARPA Fund requirements. Therefore, it allows greater flexibility for the community and has to be a government-related expense.

A Franklin Park resident asked Council to pass the \$1.5 million in rental assistance monthly and not on a fixed amount of \$10,000 so that several months of rental service could be covered. He noted that passing the rental assistance should ensure that no resident of Greenbelt would be evicted out of their homes. He explained that some residents are on the verge of being evicted.

Michael Hartman, 2 Ct Gardenway, inquired if there were statistics on how many evicted residents received the rental assistance weren't sufficient enough to assist. Mayor Jordan relayed a conversation he had with a County Sheriff's Department representative, stating that since January 11, residents have been evicted.

Based on a question asked by Laura Rosenthal, 2ct Gardenway, Mr. George answered that \$4.35 million was planned in the Fiscal Year 2023 budget for police cars, staff, Capital Project Fund, Building Capital Reserves, and Replacement Fund, which is outlined in the Fiscal Year 2023 Adopted Budget on page 251-264. Mayor Pro Tem Weaver explained that the work session tonight was to discuss the remaining \$16.33 million of ARPA Funds that needed to be programmed. Ms. Rosenthal stated that she objected to using ARPA Funds in the Fiscal Year 2023 Budget.

There was discussion regarding using \$10 million of ARPA Funding on lost revenue. Ms. Davis explained the accounting process regarding spending the ARPA Funding. Mr. Byrd requested a breakdown of the \$4.35million that was allocated in the Fiscal Year 2023 budget that is ARPA related versus lost revenue.

Mayor Jordan suggested making some decisions regarding the remaining balance of the ARPA Fund and then waiting a year to see the long-term impacts of the pandemic. He stated that priorities might shift.

Mr. Roberts expressed his concern that the Greenbelt West petition for \$5 million to purchase the Prince George's County Scrapyard and convert it into a park wasn't added to the work session packet. Mr. Byrd echoed Mr. Roberts's concern regarding his request and other petitions missing from the work session packet.

Mr. Orleans inquired about how Council would spend the \$10 million. Mayor Jordan answered that a good portion of the \$10 million for accounting purposes was associated with lost revenue and to expenses deferred from the previous year.

Mr. Gordon requested that staff research the cost of a feasibility study of the Prince George's County Scrapyard, and that staff contact the Town of Berwyn Heights. Mr. George stated that neither the City nor the Town of Berwyn Heights would be allowed access to the private property to obtain information needed to determine the potential cost of remediation of the site. Instead, he stated that he would contact engineering firms. Mayor Pro Tem Weaver said she had made the same request and asked for the information to be added to the list.

There was a discussion regarding the Prince George's County Scrapyard petition. Angelina Jo, a Greenbelt Station resident, stated that her primary concern is the students and young people. She noted that the ARPA Fund should cover the wrap-around services for the youth. Mr. Roberts advised that the City is entitled to any information regarding the State of Maryland environment inspections of the Prince George's County Scrapyard and that the property owners should comment on an environmental easement agreement. Darlene Jean-Pierre, a Greenbelt Station

resident, noted that Greenbelt West has two playgrounds. She advised that the City manages open greenspace in Greenbelt Station, but there are no plans to add playground equipment. Ms. Jean-Pierre stated that this project significantly impacts balancing some of the inequalities.

There was a discussion regarding playgrounds and recreation amenities in Greenbelt West. Mr. Roberts stated that the City is responsible for having additional playgrounds and recreation amenities in Greenbelt West. The residents deserve the amenities just as Center Greenbelt and Greenbelt East have.

During the Prince George's County Scrapyard discussion, Mr. Gordon explained the health issues regarding the scrapyard due to environmental concerns. Jennifer Nearhood, a Greenbelt Station resident, described the environmental justice issues facing Greenbelt West, including the Environmental Justice Screen (EJ), an online tool that the Environmental Protection Agency uses to determine ecological pollution. She stated that Greenbelt West is in the 96% percentile, whereas Center Greenbelt is in the 40% percentile. Ms. Nearhood asked that Council approve the necessary funding to study the feasibility, cost, and timeline of the scrapyard to park project. Mr. Byrd echoed the comments from Mr. Roberts and expressed that Council has the same attitude toward serving throughout the City.

Ms. Jo stated that the spending priority doesn't have a framework or starting point for students. The ARPA Funds should be prioritized for young people's health, well-being, and education.

Mr. George explained that staff reviewed the ARPA Fund potential spending project tables, noticed errors, and removed the estimated cost used as placeholders. As a result, the ARPA Fund Potential Spending Project Tables were updated and represented at tonight's work session. He noted that it was an oversight that some of the petitions were missing from the draft list.

Ms. Davis stated that she was looking at ways to help with mental health issues and ensure the City handles the situation before it becomes a crisis. She noted that the ARPA Fund Potential Spending Project Table should help everyone in Greenbelt, not just a specific group.

Mr. Roberts suggested what part of the City should be listed as a category on the ARPA Fund Potential Spending Project Table.

There was a discussion regarding ballfields in Greenbelt West.

Based on a question asked by Mr. Byrd, Mr. Varda answered that the ARPA Funds are to include some upgrades to the football field at Braden Field. He explained that Braden Field is a shared-use field, and it is hard to close it down to do proper maintenance. In addition, the area is in a floodplain. He doesn't recommend spending much money fixing the field. Mr. Varda stated that Public Works does an excellent job of maintaining the area.

Johnny Smith expressed how disheartening this work session was and the residents' responses. He stated that the residents of Greenbelt West need help.

Mr. Roberts suggested having additional meetings to get residents' input and not making any decisions at tonight's work session. Ms. Davis agreed that there needed to be further meetings. She stated that many of the ideas on the list can't be used with ARPA Funds but could be done with bonds, grants, and the City's budget.

Based on a question by Mayor Jordan, Mr. George answered that many of the low-priority items don't fit or cannot be used using ARPA Funding. He stated the City could receive other funding sources for the design and construction of streets, sidewalks, curbs, gutters and ADA improvements, or it could come out of the City's budget.

Mr. Gordon suggested having multiple work sessions and adding a Grant/Bond column on the ARPA Fund Potential Spending Project Table.

Mayor Jordan suggested adding a Short-Medium-Long Term column on the ARPA Fund Potential Spending Project Table.

There was a discussion regarding the Armory. Mr. Roberts stated the City needed to obtain the Armory and stabilize the building.

Bob Rand, a Greenbelt resident, asked the Council to focus on people, not infrastructure projects. He said he would like to see the City partner with local 503(c) nonprofits. Mr. Rand said there are a lot of good ideas that can come forward.

Tom Adams, a Greenbelt resident, stated he sent a letter to Council regarding the work that Connecting Across Greenbelt has been trying to do over the last couple of years. He said that many voices aren't heard, they have unmet needs, and they don't know the market in Franklin Park, Greenbelt East, or GHI. Mr. Adams advised that there is a lack of social infrastructure to connect people, which would be an excellent opportunity to invest in people. He stated his proposal was Community Inclusion Engagement Fund and needed to be done outside the Government.

Johanna Goderre, Center Greenbelt resident, stated that Council needs to find a joint agreement on priority projects and projects that should be removed from the ARPA Fund Potential Spending Project Table. She noted that the last two hours were spent calling each other out and fighting, and the money wouldn't be spent if this continued. Ms. Goderre pointed out that this doesn't look good for Council or for the City.

Dr. Lois Rosado, a Greenbelt resident, echoed the comments of Mr. Rand, Mr. Adams, and Ms. Goderre. She stated the Greenbelt residents have spoken and know their priorities. She hopes Council stops fighting with each other. Dr. Rosado advised that the importance of the community is household needs and infrastructure needs. She said that, with all due respect, some residents in Greenbelt West are often treated with disrespect. That is a fact. Let's not get emotional, but let's try to understand what is being said and felt when residents from Greenbelt West attend the meetings.

Ms. Rosenthal stated the focus should be on household needs, mental health needs, and local business and remove most of the infrastructure from the ARPA Fund Potential Spending Project Table. She asked that all the mental health needs have an estimated cost listed. Ms. Rosenthal suggested an additional infusion of funds for rental assistance for the following year and removing the police vehicles and the artificial turf fields from the ARPA Fund Potential Spending Project Table. She also suggested that the City offer a support grant to Franklin Park regarding playgrounds.

Mr. Hartman echoed the comments that the residents feels are the top priority.

Based on a question asked by Mr. Byrd, Mr. George stated that staff discussed with the consulting group in reference to scholarships not being eligible under ARPA. Mr. Byrd requested that staff follow up with the Attorney General regarding scholarships fitting the ARPA guidelines.

Mayor Jordan requested that staff include all the petitions that weren't listed and add a short-medium-long term column to the ARPA Fund Potential Spending Project Table. He asked Council to review the revised list of programs the Council would like to add and remove. Finally, Mayor Jordan requested additional guidance on the preschool and afterschool programs and copies of what other local jurisdictions have done regarding the ARPA Fund spending.

Mayor Pro Tem Weaver requested an estimated cost of all the items on the ARPA Fund Potential Spending Project Table.

Ms. Davis requested that the priority list be left blank, a list of all the petitions, a spell check of the document, and a final report on all that the CARES Fund has spent. In addition, she asked that staff follow up with the State of Maryland regarding the permits at the scrapyard in the Town of Berwyn Heights.

Mayor Jordan thanked the staff for all their hard work.

#### Informational Items:

There was a discussion regarding locking the side door entrance at the Greenbelt Community Center. Mr. George explained that the door was being locked because the staff was unable to secure the door for safety reasons. He advised that he had conversations with the Community Center Director.

Mayor Jordan provided a report on the tour of the Mental Health Center at Luminis Health Doctors Community Medical Center. He added that the ribbon-cutting ceremony would be held on June 21.

Council discussed the upcoming Maryland Municipal League (MML) Summer Conference.

The meeting ended at 10:36 pm.

Respectfully submitted,

Shaniya Lashley-Mullen  
Assistant to the City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, June 22, 2022, to discuss the Reparations Commission.

Mayor Jordan started the meeting at 7:32 pm. The meeting was held in the Council Chambers of the Municipal Building, 25 Crescent Road, and via Zoom.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis, Ric Gordon, Rodney M. Roberts, Kristen L. K. Weaver, and Mayor Emmett V. Jordan. Councilmember Silke I. Pope was absent due to a health issue.

STAFF PRESENT WERE: Tim George, Interim City Manager, and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO, PRESENT WERE: Bill Orleans, Michael Hartman, Lore Rosenthal, and others.

Ms. Davis stated that the Council set up the framework, mission, and goals of the Reparations Commission at the March 28 Regular Meeting. She advised that the next step would be the application process.

Council reviewed the draft application line by line.

Council discussed removing the question “what area of Greenbelt do you reside” from the application. Mayor Jordan suggested using the framework that the Public Safety Advisory Committee (PSAC) used by breaking down the area by neighborhoods. Mr. Byrd and Mr. Gordon agreed to remove this question.

Ms. Davis suggested adding the question “how long have you resided in Greenbelt” to the application. Mayor Jordan agreed with adding Ms. Davis’s question, and Mayor Pro Tem Weaver advised that she didn’t have any objections.

About the discussion regarding the PSAC neighborhood listing, Mr. Byrd advised that its information could be ascertained from the address and that adding the question makes the application longer.

Due to technical difficulties, Mr. Gordon read a comment from Mayor Pro Tem Weaver, explaining that the geographic region question was added in the motion and it would be easier to ask than to look up each address.

Ms. Davis, Mr. Roberts, and Mr. Byrd were not in favor of question 1 “Do you support the City of Greenbelt’s Reparations Resolution?” However, Mayor Pro Tem Weaver and Mr. Gordon agreed that it would be a great idea to have both who supported and who didn’t support the resolution on the commission.

Mr. Robert stated that most of the questions listed on the application could be asked during the interview and don’t need to be on the application.

Mayor Jordan noted that the interview process should be more structured and that the Council should ask the applicants more or less the same questions. He suggested removing question 1 and

keeping question 5 “Why are you interested in serving on the Greenbelt Reparation Commission?” Mr. Gordon agreed.

Mr. Byrd and Ms. Davis suggested not limiting applicants’ answers with the provided space. Instead, Ms. Davis suggested adding, “if additional space is needed, use additional paper.”

Ms. Davis suggested eliminating question 3 “If you have not been impacted by systemic racism personally, please describe your understanding of systemic racism” and question 4 “Have you completed any cultural competency training programs?”

Mr. Roberts suggested adding discrimination to question 2. Many residents have felt discriminated against. Mr. Gordon stated that this question should be an interview question.

Mayor Jordan stated that questions three and question 4 needed to be simplified.

There was discussion regarding structural, systematic, and institutional racism.

Mayor Pro Tem Weaver suggested eliminating question 4 because that information can be captured in question 6 “List any special knowledge, qualifications, training, and experiences you will bring as a member of the Greenbelt Reparations Commission.”

Mr. Byrd was in favor of eliminating question 4. He suggested rewording question 3, “do you believe in systemic racism? If so, what is your understating of systematic racism?” Replace “please describe your experience” with “if you are comfortable.”

Ms. Davis combined all the suggestions for question 2 “Have you been impacted personally by systematic racism or discrimination in Greenbelt? If yes, please describe your experience (if you feel comfortable doing so).” She suggested eliminating question 3 and question 4 could be added to question 6 or in the educational background. Ms. Davis noted that question 5 was significant. Mayor Jordan agreed that question 4 could be eliminated.

Mayor Pro Tem Weaver read a comment from Zoom's "Question and Answer" feature from Dr. Lois Rosado, who said ask what your understanding of systemic institutional racism is. To have it more open-ended. Mayor Jordan suggested replacing "understanding" with "perception."

Mayor Pro Tem Weaver read a comment from Zoom's "Question and Answer" feature from Susan Walker and stated that if applicants had additional information, they could add another page.

Mr. Gordon suggested merging questions 2 and 3 and eliminating question 4. Questions 1 and 5 are the same and would receive the same answers.

Mr. Byrd advised that Dr. Rosado's question could replace questions 2 and 3. He suggested adding, "feel free to share any of your personal experiences that are relevant." Mayor Pro Tem Weaver suggested combining Dr. Rosado's question and Mayor Jordan's, "What is your perception of racism? Feel free to share relevant personal experiences." That question would replace questions 2 and 3 and eliminate question 4.

For question 2, Ms. Davis suggested, "What is your perception of or experiences with racism or discrimination?"

Bill Orleans, a Greenbelt resident, advised that Council's only function in the referendum question was to appoint the commission. He suggested Council call for a Special Meeting for the residents of Greenbelt who would like to have a role on the commission. Appointments should be made after that meeting.

Lore Rosenthal, 2 Ct Gardenway, suggested using Dr. Rosado's question.

Michael Hartman, 2 Ct Gardenway, stated that Council needed to be mindful of the language used in the application.

Bob Rand, 19 Ridge Road, stated that all committee members should be dedicated and committed to the goal of reparations. He noted that the application should have questions regarding race and gender.

Ms. Davis requested additional information to be put in the application, including applicant demographic information and meeting participation information. Mr. Byrd agreed with Ms. Davis regarding collecting the additional information. Mayor Jordan stated that the additional information could be submitted to Council after the initial interview.

Mayor Pro Tem Weaver stated that she agreed with Mr. Byrd and skipped to question 5 "Why are you interested in serving on the Greenbelt Reparation Commission?" as an open-ended question.

Dr. Rosado, a Greenbelt resident, stated that the information Council needed to receive from the applicants is best from an open-ended discussion.

Ms. Davis suggested that question 5 should be the first, followed by questions 2, 7, 8, and 9. She agreed that the commission should be required to fill out the Code of Conduct form and the additional demographic and meeting participation information upfront.

There was a discussion regarding question 8 "Are you aware of any potential conflicts of interest that exist currently or may arise during your service on the Greenbelt Reparations Commission if appointed?" Mr. Byrd requested that question 8 be eliminated. Mayor Jordan read a comment from Zoom's "Question and Answer" feature from Susan Walker, a Greenbelt resident. She stated she has never been on a committee and hasn't had to answer a conflict of interest question. It is an ethics question. Mayor Jordan suggested removing the question from the application and adding the question to the Code of Conduct. Mr. Orleans suggested making the process much simpler and more open to the public by asking a series of generic questions that don't require a one-page application.

Mayor Jordan requested that the application be added to the upcoming Regular Meeting agenda.

Mayor Jordan suggested setting the application deadline for September 15. Ms. Davis suggested setting the application deadline for July 31, and interviews would be held on Saturdays. Ms. Davis requested Mr. George to provide language to add to the motion regarding his concerns about the commission approving or securing contracts on behalf of the City. Mayor Pro Tem

Weaver agreed with Ms. Davis's timeline of the application process and appointment to the commission no later than September.

There was a discussion regarding the interview process and the commission timeline for reports. Mayor Pro Tem Weaver suggested that the commission deliver an interim report six months after the commission has been appointed and the final report six months after that. Mr. Byrd agreed with Mayor Pro Tem Weaver's timeline regarding the interim reports.

There was a discussion regarding the commission receiving compensation. Mr. Roberts and Ms. Davis stated that they weren't in favor of providing a payment to the commission.

Ms. Davis advised that the Interim City Manager would decide on the staff liaison, and Council would decide on the Council liaison to the commission.

Mayor Jordan read a question from Zoom's "Question and Answer" feature from Dr. Rosado, asking whether other boards/committees received a stipend. If not, why would the commission get paid?

Mayor Jordan read a question from Zoom's "Question and Answer" feature from Molly Lester. She stated that the commission should not have the authority to spend City funds without the City Council's approval. The public elects the City Council members, and appointed commission members should not have this authority. She noted that the commission shouldn't receive a stipend, as other boards/committees don't receive compensation for voluntary work.

Mayor Jordan read a question from Zoom's "Question and Answer" feature from Dr. Rosado asking wouldn't the commission receive the same perks as other board/committee volunteers. Mayor Jordan answered yes, the commission would receive a discount at the Aquatic & Fitness Center. Mr. George stated that the Board of Appeals gets a stipend, but the board hasn't served in a long time.

Mayor Jordan read a question from Zoom's "Question and Answer" feature from Susan Walker, stating that paying for babysitting should be an option.

Mayor Jordan read a question from Zoom's "Question and Answer" feature from Molly Lester, stating that the conflict of interest question belongs on the application, not determined after the applicant has been appointed. She advised that any proposals of expenditures of City funds should come to Council.

Mayor Jordan stated the first step when the commission convenes is for the commission to appoint its officers. The scope of the commission work needed to be fleshed out without any influence from the Council.

There was additional discussion regarding the commission receiving a stipend. Mr. Byrd suggested that the commission receive \$100 for each member per quarter. Mayor Pro Tem Weaver agreed with Mr. Byrd. Mayor Jordan stated that this discussion would not be solved tonight and that there needed to be an additional work session with the commission to define the scope of their work.

Mr. Hartman suggested that the reparation interviews shouldn't just be held on Saturdays. He inquired if the interview and selection process would be open to the public.

There was further discussion regarding the commission receiving a stipend.

Based on a question asked by Ms. Rosenthal, Mayor Pro Tem Weaver explained what the interim report that the commission would submit to Council would consist of what the commission is planning.

Mayor Jordan read a question from Zoom's "Question and Answer" feature from a resident asking will the majority of the commission constituent a quorum do recommendations require a certain number of affirmative votes. Mayor Jordan answered that it would be left up to the commission.

Mr. George suggested having an outside consulting firm assist the commission with organization and structure.

There was additional discussion on the process of how interviews would be held.

Mayor Jordan read a question from a resident from Zoom's "Question and Answer" feature asking if the commission meetings would be live-streamed. Mayor Jordan stated that the committee meetings should be live-streamed.

#### Informational Item:

Ms. Davis provided a report on the Large City Forum Mayor Jordan, Mayor Pro Tem Weaver, Mr. Gordon, and herself attended at the Maryland Municipal League (MML) Summer Conference. She suggested discussing with Chief Bowers about having active shooter training in all schools, not only with the police but with all responding agencies.

Mayor Jordan reviewed upcoming events in the City this weekend.

Council congratulated Mr. Gordon on receiving an LGBTQ+ Excellence in Government award presented by Prince George's County Pride.

Mr. Roberts left at 10:05 pm.

The meeting ended at 10:06 pm.

Respectfully submitted,

Shaniya Lashley-Mullen  
Assistant to the City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, June 29, 2022, to meet with the Religious/Spiritual Organizations.

Mayor Jordan started the meeting at 7:30 pm. The meeting was held in the Council Chambers of the Municipal Building, 25 Crescent Road and virtually via Zoom.

PRESENT WERE: Councilmembers Colin A. Byrd (7:32 pm), Judith F. Davis, Ric Gordon, Silke I. Pope, Rodney M. Roberts (7:59 pm), Kristen L. K. Weaver, and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Debi Sandlin, Interim Assistant City Manager, and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Rev. Stephen Unthank, Greenbelt Baptist Church; Trudy Conrad, Catholic Community of Greenbelt; Mary Ann Tretler, St. Hugh of Grenoble Catholic Church; Jim Fischer, Greenbelt Baha'i Community; Pastor Abby Daramola, The Redeemed Christian Church of God Restoration Center; and others.

Mayor Jordan and Council welcomed the representatives.

Rev. Stephen Unthank advised that the Greenbelt Baptist Church was established in the late 1950s. He had been the pastor for the last eight years.

Trudy Conrad advised that the Catholic Community of Greenbelt meets in person in the Council Chambers of the Municipal Building with a congregation of 25-30 members. She stated that the Catholic Community of Greenbelt supports Greenbelt CARES, S.O.M.E. (So Others Might Eat), and the Community Ministry of Prince George's County. Ms. Conrad noted that she belongs to G.I.L.A. (Greenbelt Interfaith Leadership Association). G.I.L.A. has a Thanksgiving and Easter Sunrise Service.

Mary Ann Tretler advised that St. Hugh of Grenoble Catholic Church works closely with Greenbelt CARES with the Rent Assistance Program and the Greenbelt Food Pantry. She stated that she is a member of G.I.L.A.

Jim Fischer advised that the Greenbelt Baha'i Community was established and had been a member of G.I.L.A. for 40-plus years. The Greenbelt Baha'i Community has hosted Race Amity Day for the last two years. The congregation meets with their residents.

Pastor Abby Daramola advised that The Redeemed Christian Church of God Restoration Center's goal is to help as many people as possible. The Redeemed Christian Church of God Restoration Center provides a food bank and houseware open to the community. Pastor Abby noted that The Redeemed Christian Church of God Restoration Center is educational-driven and holds a graduation ceremony for the youth. She thanked Mayor Jordan for attending this ceremony.

Mayor Jordan asked what the state of the spiritual health in Greenbelt was and what are the needs of the congregations. Ms. Davis asked what the impact of Covid had on the congregations. Ms. Pope inquired if an emergency plan was implemented in the congregations and if the

congregations had any safety concerns. Mr. Gordon asked the congregations what did they need from Council.

Mr. Fischer explained that G.I.L.A. gained cohesion during Covid and took on the advocacy role to bring public attention to potential homelessness. He noted during times of trouble that residents wanted to make connections that created strength. Mr. Fischer stated that security never crossed the congregation's mind when because they met with their residents.

Rev. Unthank explained that the Greenbelt Baptist Church gathered outside on the front lawn for services during the summer and winter. He stated that the country's spiritual needs are a sense of divisiveness and ideology butting heads. Regarding the safety question, Rev. Unthank noted that it is always a concern and has installed the Ring Camera System. He stated that it is wise to speak with the Greenbelt Police Department on legal ways to protect oneself.

Ms. Davis stated that Chief Bowers offered to have an officer come and speak with a congregation regarding safety. Ms. Pope noted that the police provided a security walk-through to make a church a little safer.

Ms. Tretler explained that St. Hugh of Grenoble Catholic Church is in the exploratory stage of working with St. Joseph Regional School in Beltsville to reopen the school at St. Hugh of Grenoble Catholic Church. The St. Hugh of Grenoble Catholic Church School would be for sixth, seventh, and eighth-graders. In addition, she stated that St. Hugh of Grenoble Catholic Church is meeting in person and live streaming the daily masses.

Based on a question asked by Ms. Davis, Ms. Tretler answered that the Police Department provided recommendations regarding security with a walk-through. She stated that officers often sit in the parking lot to be visible.

Mayor Jordan congratulated St. Hugh of Grenoble Catholic Church on celebrating its 75th Anniversary.

Based on a question by Mayor Jordan, Ms. Tretler answered that St. Hugh of Grenoble Catholic Church had opened the church doors to the Deaf Community for services in the education school.

Ms. Conrad answered that the Catholic Community of Greenbelt has no concerns regarding security issues. She explained that the Catholic Community of Greenbelt held a funeral via Zoom.

Pastor Tayo explained that the Redeemed Christian Church of God Restoration Center saw an increased awareness and sensitivity to the need for something beyond the natural during the pandemic. He stated that the Redeemed Christian Church of God Restoration Center pays the police department for extra security for the food bank on Mondays, Wednesdays, and Sundays during the worship service, which is very expensive. Pastor Tayo stated that the church provides contactless food, homeware, and clothes. He inquired where the faith community stands with the American Rescue Plan Act (ARPA) Fund with the City. Pastor Tayo advised that the Springhill Lake Elementary School is a concern to the church regarding students with special education needs and a teacher being let go. Ms. Pope explained that Special Education Department at Springhill Lake Elementary School would not be as large as it was, and the Prince George's

County School Board is cutting staff. She advised other neighboring schools accommodate special needs students.

There was a discussion regarding The Redeemed Christian Church of God Restoration Center paying the police department for security. Ms. Davis requested that Mr. George, Interim City Manager, and Chief Bowers report to Council regarding the church paying for extra duty security.

Regarding the discussion regarding the community's spiritual needs, Ms. Rose stated that she had noticed that the community is worried, feeling rejected, confused, rude and angry. She explained that the Greenbelt Baha'i Community offers Ruhi courses to help study sacred texts, learn how to read scriptures, and learn how to pray. Finally, Ms. Rose thanked Council for the Race Amity Day Proclamation.

In a discussion regarding G.I.L.A., Pastor Abby stated that she was invited to join but hasn't. Mr. Fischer explained that G.I.L.A. had been established in the 1970s, and meetings are interesting. Ms. Davis stated that G.I.L.A. submitted a list to Council regarding ARPA's recommended spending plan, which included rent assistance, residential assistance, utility assistance, expanding the Greenbelt CARES Department, homeless, mental health services, premium pay for essential workers, and health care vouchers. Susan Walker, 35 Ridge Road, advised that G.I.L.A. has written articles in the Greenbelt News Review on behalf of residents who don't qualify for ARPA Funds assistance. She stated that G.I.L.A. could provide public education programs for the Reparation Commission. Ms. Walker advised that G.I.L.A. is working with the Methodist Church to sponsor a walk regarding immigration issues.

Mayor Jordan inquired about outreach activities to the youth, seniors, and immigrants.

Pastor Abby outlined some of the Redeemed Christian Church of God Restoration Center outreach activities, including providing resources regarding status, assisting with addressing immigrant language barriers, and partnering with the African Alliance in Prince George's County. In addition, she stated that the church had adopted Greenbelt Elementary School and assisted with providing items to students.

Mr. Gordon stated that he is working with Franklin Park with a back pack, shoes, and clothes giveaway on August 20 and could use churches and other organizations to partner.

Rev. Unthank outlined some Greenbelt Baptist Church outreach activities, including the Annual 4th of July Cookout, the Young Narnians meeting on the first and third Friday, and hosting the first-ever Prince George's Conference on Reformed Theology on September 23-24.

Mr. Fischer stated that CARES is a valuable organization and values Dr. Park's support and her priorities.

Ms. Conrad inquired if the Food and Friendship senior luncheon at the Community Center would be brought back. Mayor Jordan stated that he would follow up with the Interim City Manager.

Mr. Byrd thanked the religious/spiritual organizations and appreciated all their work.

Ms. Davis suggested that the religious/spiritual organizations promote their upcoming events by writing articles with photos for the Greenbelt News Review. Mayor Jordan asked that the religious/spiritual organizations keep Council informed on all upcoming events.

Ms. Walker thanked Council for the \$50,000 designated to the Dental Assistance Fund. She stated that if Council set an additional \$50,000 in the fund, G.I.L.A. would be appreciative. Ms. Walker explained that the funds in the Rental Assistance Fund are for residents who didn't qualify for the Covid relief fund.

Pastor Abby wanted to thank Mr. McNeill, who had just retired from Eleanor Roosevelt High School. She also informed Council that the Redeemed Christian Church of God Restoration Center was having a community cookout on Sunday, July 3, in Bladensburg Park at 2 pm.

Council thanked the religious/spiritual organizations.

#### Informational Items:

Ms. Davis provided a report on the National League of Cities State of Cities conference call. She also provided information on a work session, Recruiting the Next Generation of Leaders While Valuing Experience, which she attended at the Maryland Municipal League Summer Conference.

Ms. Pope provided that she will be on vacation from July 11 through August 3 and will not be able to attend Council meetings and work sessions.

There was a discussion regarding scheduling Council's work sessions.  
The meeting ended at 9:03 pm.

Respectfully submitted,

Shaniya Lashley-Mullen  
Assistant to the City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, July 6, 2022, to meet with the chairpersons of the City Council Advisory Groups.

Mayor Jordan started the meeting at 7:30 pm. The meeting was held in the Council Chambers of the Municipal Building, 25 Crescent Road and virtually via Zoom.

PRESENT WERE: Councilmembers Judith F. Davis, Ric Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L. K. Weaver, and Mayor Emmett V. Jordan. Councilmember Colin A. Byrd was absent.

STAFF PRESENT WERE: Tim George, Interim City Manager; Bonita Anderson, City Clerk; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Janet Mirsky, Advisory Committee on Education (ACE); Charles Jackman, Advisory Committee on Trees (ACT); Benjamin Friedman, Advisory Planning Board (APB); Steven Skolnik, Board of Appeals (BoA); Steven Gilbert, Board of Elections, (BoE); Jamie Krauk and Rick Ransom, Community Relations Advisory Board, (CRAB); Kevin Murphy, Employee Relations Board (ERB); Donna Hoffmeister, Forest Preserve Advisory Board (FPAB); John Lippert, Green Advisory Committee on Environmental Sustainability (Green ACES); Jacob Chesnutt, Park and Recreation Advisory Board (PRAB); Dr. Laura Kressler, Public Safety Advisory Committee (PSAC); Betty Timer, Senior Citizen Advisory Committee (SCAC); and others.

Kevin Murphy, ERB Chair, provided an update on the Board. He noted that the Board consists of five members, and there are currently no vacancies. Mr. Murphy advised that the Board meets primarily to deal with employee grievances and appeals.

Dr. Laura Kressler, PSAC Chair, noted that the Committee just had elections, and a new chair will be appointed tomorrow. She advised that there is currently one vacancy on the Committee. Dr. Kressler stated that the Committee meets in person at the Community Center. The Committee is public safety oriented.

Betty Timer, SCAC Chair, commented on the open forum hosted by SCAC last year and stated the next forum would be on September 24, 2022, at 1 pm. In addition, she provided an update on the Committee, which included recognizing centenarians and the Not for Seniors Only Event.

Donna Hoffmeister, FPAB Co-Chair, stated that the Board consists of nine members, and there are no vacancies. Based on a question asked by Ms. Hoffmeister, Ms. Davis noted that the Forest Preserve Advisory Board Report# 2022-03, Naming the Stream that Parallels Northway, will be on the upcoming July agenda. Ms. Hoffmeister stated that FPAB is waiting on the City to amend the Code to include the Greenbriar Forest Preserve. She provided an update on FPAB, which included writing a maintenance guideline.

John Lippert, Green ACES Chair, stated that there are three openings on the Committee. He provided Council with an update on the Committee, which included working with the Public Works Department regarding the No Mow Month in April. He advised that the Electric Vehicle Infrastructure Planning Group (EVIPG) would like to host an EVIPG Petting Zoo or Fair at Schrom Hills Park in September. Mr. Lippert advised that Green ACES was working on a composting grant.

Mr. Lippert explained that Sustainable Maryland Certified established the Green Team. Mayor Jordan stated that there is a sustainable club at the Dora Kennedy French Immersion School and was interested in getting involved. Mr. Skolnik indicated that he serves on the Green Team and the EVIPG. Finally, Mr. Skolnik noted that the Green Team is working on a solar panel project.

Steve Skolnik, BoA Chair, stated that the Board consists of three members, and there are no vacancies. He stated that the Board is not that active, but there is an appeal this week.

Steven Gilbert, BoE Co-Chair, stated that there is one opening on the Board. He provided an update on the Board, which included looking for a contractor for next year's election. In addition, Mr. Gilbert stated that the Board would like to work with the Council regarding early voting.

Charles Jackman, ACT Chair, stated that the Committee consists of three members, and there are no vacancies. He provided an update on the Committee, which included celebrating Arbor Day and planting an American Holly Tree memorial of Eleanor Roosevelt. ACT had worked with the FPAB regarding the Forest Preserves and had located 49 significant trees with a diameter greater than 2 feet. Mr. Jackman requested lightning protection around the Theodor Cedar Tree in Schrom Hills Park because it was struck by lightning in October 2021 and is dying. The City of Greenbelt has a 62% tree canopy.

Janet Mirsky, ACE Chair, stated that the Committee has five openings. She provided Council with an update on the Committee, including an annual meeting with the PTA presidents and Principals. In addition, Ms. Mirsky explained that ACE provides Student and Teacher Awards yearly. Ms. Davis suggested the Committee place an article in the Greenbelt News Review to recruit new members. Mr. Gordon indicated that ACE could work with Ms. Chondria Andrews, Public Information & Communications Coordinator, to recruit new members via social media. Ms. Pope suggested asking the individual principals to share information with parents when school reopens.

Jacob Chesnutt, PRAB Chair, stated that there are three openings on the Board. He provided Council with an update on the Board, which included the Lake Park Master Plan, the Beltway Plaza Redevelopment and Indoor Recreation Space, review of the Recognition Groups Grant application process, and work with the Greenbelt Station Design Group.

Mayor Jordan suggested obtaining assistance from the Recognition Contribution Approval Panel Group to review some American Rescue Plan Act (ARPA) Fund proposals.

There was a discussion regarding the Boys and Girls Club kickball challenge.

Jamie Krauk, CRAB Chair, stated that there are two vacancies on the Board. She provided an update on the Board, which included co-sponsoring the Police Forum with PSAC, working on Council's three outstanding referrals, and reviewing the Fair and Police Act.

Benjamin Friedman, APB Chair, stated the Board has seven members, and there are currently no vacancies. However, Mr. Friedman informed Council that two members are temporarily relocated to California and France. He provided an update on the Board, which included working on the Pedestrian/Bike Master Plan, preparing for an upcoming Parking Departure hearing, and reviewing the Beltway Plaza Detail Site Plan and Doctor Hospital's Preliminary Plan of

Subdivision. Mr. Friedman noted the development proposals at 7010 Greenbelt Road. APB reviewed the Royal Farms proposal and the Bureau of Engraving and Printing proposal at the Beltsville Agricultural Research Center (BARC). The Cherrywood Lane Greenstreet Project is 90% complete.

Ms. Davis stated that AAB recently held an artist meet and greet and is planning a round-robin for art groups in the Fall. Ms. Davis advised that she received an email from AAB chair Mr. Tom LeaMond and will provide Council with a copy.

There was a discussion that the chairs of the Ethics Commission and the Youth Advisory Committee weren't present. Ms. Davis advised that the chair of the Youth Advisory Committee was up for reappointment, and he had not yet replied to staff.

Mayor Jordan explained the boards/committees' referral/report process. Ms. Davis added that some of the referrals/reports are waiting for additional information from other boards/committees before Council could hold a work session.

Mayor Jordan requested that the referral spreadsheet be sent to the Advisory Boards/Committees and charged the Chairs to review the referral spreadsheets, make updates, and maintain the spreadsheet. If any information is missing, update staff.

There was a discussion regarding reappointments. Mayor Jordan charged the Advisory Boards/Committees Chairs to ensure their members are current with reappointments. He asked that the Chairs review the Code of Conduct and suggest any needed changes to Council. Ms. Davis requested that Chairs communicate with staff about any members who are not compliant.

There was a discussion regarding the minutes of the Advisory Boards/Committees minutes.

Mayor Jordan inquired if the Advisory Board/Committees Chairs would consider changing the meeting dates and times so that Council liaisons could attend the meetings.

There was a discussion regarding if Advisory Boards/Committees needed budget allotments. Ms. Davis suggested that the Boards/Committees inform Council before the budget sessions to have funds budgeted.

Ms. Timer requested a copy of the Advisory Boards/Committees roster. Mayor Jordan stated that staff would provide the updated roster to the Board/Committee Chairs.

There was a discussion regarding removing a member from the Advisory Boards/Committees.

Ms. Krauk suggested that staff have the opportunity to review all reports/referrals. In addition, she requested a copy of the names of all the Advisory Board/Committee Chairs.

There was a discussion regarding recruitment. Mayor Jordan suggested an open house for all the boards/committees and additional social media advertising. Dr. Kressler explained PSAC's recruitment efforts, which include National Night Out and Informational Day at the Labor Day Festival.

Dr. Kressler provided Council with an update on PSAC, which included the Police Reform, Police Forum, and Police Survey. She stated that PSAC is currently planning for National Night Out, which will be Tuesday, August 2. In addition, Dr. Kressler informed Council that the Greenbelt Community Animal Response Team (CART) received the Pet Disaster Response Trailer and has been discussing with Council to have a ribbon-cutting ceremony.

Based on a question asked by Bill Orleans, a Greenbelt resident, Mayor Jordan answered that the Board of Elections would have an upcoming meeting in September. In addition, Mayor Jordan stated that the Advisory Boards/Committees serve the residents of Greenbelt and the City Council. Ms. Davis added that the Advisory Boards/Committees propose items to Council, suggest changes, and provide forums.

Council thanked the Advisory Board/Committee Chairs for all their service.

Informational Items:

Ms. Davis asked for an update on the opioid litigation. Mr. George stated that he would follow up with the City Solicitor.

Based on a question by Mayor Jordan, Mr. George answered that he and Ms. Hruby would follow up with Crown Castle regarding the 5G towers.

Mayor Jordan thanked staff regarding the 4th of July celebration. He stated that the City needs a PA System. Mr. George noted that the staff is researching a PA System that would be a part of the Buddy Attack Master Plan and will provide the Council with additional information within the next two-three weeks.

The meeting ended at 9:22 pm.

Respectfully submitted,

Shaniya Lashley-Mullen  
Assistant to the City Clerk

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS

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### **Subject:**

Statement of Record - Closed Session, October 26, 2022

### **Suggested Action:**

Reference: Statement for the Record, October 26, 2022

Closed Session of October 26, 2022: The following motion is needed: In accordance with the General Provisions Article, Section 3-06(C)(2) of the Annotated Code of Public General Laws of Maryland. I moved that the minutes of tonight's meeting reflect that Council met in closed session on Wednesday, October 26, 2022, at 9:30 pm, in the Council Chambers of the Municipal Building. Council held this closed meeting in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland: to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

The purpose of this meeting 1) to discuss personnel matters; 2) to consult with legal counsel on pending legal matters.

Vote to close session:

Mr. Byrd - Yes

Ms. Davis - Yes

Mr. Gordon - Yes

Ms. Pope - Yes

Mr. Roberts - No

Ms. Weaver - Yes

Mayor Jordan - Yes

The following staff member was in attendance: Tim George, Interim City Manager

Other individuals in attendance: Todd Pounds, Legal Counsel (virtual, until 10:00)

Council took the following actions during this session: None

**Attachments:**

[Closed Session Forms - 10.26.22.pdf](#)

**WRITTEN STATEMENT FOR CLOSING A MEETING  
OF THE GREENBELT CITY COUNCIL**

Date: 10/26/2022 Time: 9:30 pm Location: Council Chambers/virtual

Motion to close meeting made by: Weaver Seconded by: Davis

Members voting to close meeting:

|              | Yes | No | Abstain | Absent |
|--------------|-----|----|---------|--------|
| Mr. Byrd     | X   |    |         |        |
| Ms. Davis    | X   |    |         |        |
| Mr. Gordon   | X   |    |         |        |
| Ms. Pope     | X   |    |         |        |
| Mr. Roberts  |     | X  |         |        |
| Ms. Weaver   | X   |    |         |        |
| Mayor Jordan | X   |    |         |        |

**STATUTORY AUTHORITY TO CLOSE SESSION (check all that apply):  
This meeting will be closed under General Provisions Article, §3-305(b) only:**

- (1) ☒ To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) ☐ To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) ☐ To consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) ☐ To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) ☐ To consider the investment of public funds;
- (6) ☐ To consider the marketing of public securities;
- (7) ☒ To consult with counsel to obtain legal advice on a legal matter;
- (8) ☐ To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) ☐ To conduct collective bargaining negotiations or consider matters that relate to the negotiations;

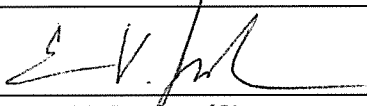
- (10) [ ] To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including:
- (i) the deployment of fire and police services and staff; and
  - (ii) the development and implementation of emergency plans;
- (11) [ ] To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) [ ] To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) [ ] To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) [ ] Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

**FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:**

§3-305(b) (1) to discuss personnel matters

§3-305(b) (7) to consult with legal counsel on pending legal matters

§3-305(b) ( )

This statement is made by   
Emmett V. Jordan (Signature of Presiding Officer)

**WORKSHEET FOR USE IN CLOSED SESSION (CHECKLIST OF DISCLOSURES TO BE  
MADE IN MINUTES OF NEXT REGULAR MEETING-NOT A PART OF THE CLOSING STATEMENT)**

OFFICIALS ATTENDING CLOSED SESSION: ☒ BYRD (virtual); ☒ DAVIS; ☒ GORDON; ☒ JORDAN; ☒ POPE; ☒ ROBERTS; ☒ WEAVER

STAFF/OTHERS PRESENT:

Tim George, Interim City Manager; Todd Pounds, legal counsel (virtual, until 10:00)

TOPICS DISCUSSED:

Updates on pending legal matters; updates on personnel matters, including grievances and follow up from ERB recommendations

ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: \_\_\_\_\_

TIME CLOSED SESSION ADJOURNED: 10:30

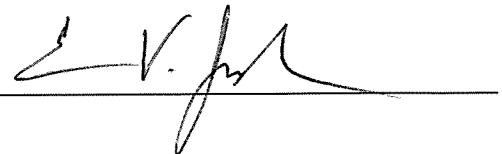
PLACE OF CLOSED SESSION: Council Chambers/virtual

PURPOSE OF CLOSED SESSION: To receive updates on pending legal matters and personnel issues

STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b)(1) & (7)

MEMBERS WHO VOTED TO CLOSE: ☒ BYRD; ☒ DAVIS; ☒ GORDON; ☒ JORDAN;  
☒ POPE; ☐ ROBERTS; ☒ WEAVER

SIGNATURE OF PRESIDING OFFICER: \_\_\_\_\_



Form Revised: 01/31/22

Date 10/26/2022

Begin in open session

Note time Open Special Meeting Began 9:30

Members of Public in Attendance: Bill Orleans (in person), JJ and Renaud Brown (online)

Note any informational items discussed:

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TO MOVE INTO CLOSED SESSION

I move that Council go into Closed Session in accordance with Section 3-305(b)(1) and (7) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland; 1) discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals; 2) to consult with legal counsel regarding outstanding legal matters.

The purpose of this meeting is 1) to address personnel matters over which this public body has jurisdiction; 2) to consult with legal counsel regarding outstanding legal matters.

Note that Council **WILL NOT RETURN TO OPEN SESSION** following this closed session.

Need second, roll call vote. (On Executive Session Form)

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS

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**Subject:**

Statement of Record - Closed Session, November 3, 2022

**Suggested Action:**

Reference: Statement for the Record, November 3, 2022

Closed Session of November 3, 2022: The following motion is needed: In accordance with the General Provisions Article, Section 3-06(C)(2) of the Annotated Code of Public General Laws of Maryland. I moved that the minutes of tonight's meeting reflect that Council met in closed session on Thursday, November 3, 2022, at 7:32 pm, in the Council Chambers of the Municipal Building. Council held this closed meeting in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland: to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

The purpose of this meeting the Interim City Manager evaluation.

Vote to close session:

Mr. Byrd - Yes

Ms. Davis - Yes

Mr. Gordon - Yes

Ms. Pope - Yes

Mr. Roberts - No

Ms. Weaver - Yes

Mayor Jordan - Yes

The following staff member was in attendance: Tim George, Interim City Manager

Other individuals in attendance: None

Council took the following actions during this session: None

**Attachments:**

[Closed Session Forms.pdf](#)

Date 11/03/2022

Begin in open session

Note time Open Special Meeting Began 7:30

Members of Public in Attendance Bill Orleans

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Note any informational items discussed: Ms. Davis will not attend the NLC  
conference; Prince George's County Executive press conference tomorrow about  
the FBI Building

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TO MOVE INTO CLOSED SESSION

I move that Council go into Closed Session in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland; 1) discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

The purpose of this meeting is 1) Interim City Manager evaluation.

Note that Council **WILL NOT RETURN TO OPEN SESSION** following this closed session.

Need second, roll call vote. (On Executive Session Form)

**WRITTEN STATEMENT FOR CLOSING A MEETING  
OF THE GREENBELT CITY COUNCIL**

Date: 11/03/2022 Time: 7:32 pm Location: Council Chambers

Motion to close meeting made by: Weaver Seconded by: Davis

Members voting to close meeting:

|              | Yes | No | Abstain | Absent |
|--------------|-----|----|---------|--------|
| Mr. Byrd     | X   |    |         |        |
| Ms. Davis    | X   |    |         |        |
| Mr. Gordon   | X   |    |         |        |
| Ms. Pope     | X   |    |         |        |
| Mr. Roberts  |     | X  |         |        |
| Ms. Weaver   | X   |    |         |        |
| Mayor Jordan | X   |    |         |        |

**STATUTORY AUTHORITY TO CLOSE SESSION (check all that apply):  
This meeting will be closed under General Provisions Article, §3-305(b) only:**

- (1) ☒ To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) ☐ To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) ☐ To consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) ☐ To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) ☐ To consider the investment of public funds;
- (6) ☐ To consider the marketing of public securities;
- (7) ☐ To consult with counsel to obtain legal advice on a legal matter;
- (8) ☐ To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) ☐ To conduct collective bargaining negotiations or consider matters that relate to the negotiations;

- (10) [ ] To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including:
- (i) the deployment of fire and police services and staff; and
  - (ii) the development and implementation of emergency plans;
- (11) [ ] To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) [ ] To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) [ ] To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) [ ] Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

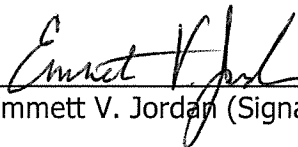
**FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:**

§3-305(b) (1) Interim City Manager evaluation

§3-305(b) ( )

§3-305(b) ( )

This statement is made by

  
Emmett V. Jordan (Signature of Presiding Officer)

**WORKSHEET FOR USE IN CLOSED SESSION (CHECKLIST OF DISCLOSURES TO BE  
MADE IN MINUTES OF NEXT REGULAR MEETING-NOT A PART OF THE CLOSING STATEMENT)**

OFFICIALS ATTENDING CLOSED SESSION: ☒ BYRD (until 8:46); ☒ DAVIS; ☒ GORDON; ☒ JORDAN; ☒ POPE; ☒ ROBERTS; ☒ WEAVER

STAFF/OTHERS PRESENT:

Tim George, Interim City Manager

TOPICS DISCUSSED:

Interim City Manager evaluation and performance goals

ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: none

TIME CLOSED SESSION ADJOURNED: 9:42

PLACE OF CLOSED SESSION: Council Chambers

PURPOSE OF CLOSED SESSION: Interim City Manager evaluation

STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b)(1)

MEMBERS WHO VOTED TO CLOSE: ☒ BYRD; ☒ DAVIS; ☒ GORDON; ☒ JORDAN;  
☒ POPE; ☐ ROBERTS; ☒ WEAVER

SIGNATURE OF PRESIDING OFFICER: \_\_\_\_\_



Form Revised: 01/31/22

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

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**Subject:**

Discussion of selection criteria for the Reparations Commission

**Suggested Action:**

Mayor Jordan requested this item be added to the agenda for discussion.

**Attachments:**

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

---

**Subject:**

Discussion of Legislative Priorities

**Suggested Action:**

RE: Legislative Dinner

Mayor Jordan requested this item be added to the agenda for discussion.

**Attachments:**

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

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**Subject:**

Discussion Schedule for the City Manager search and Community Survey

**Suggested Action:**

Reference: Greenbelt MD CM Narrative Final Draft - 11.10.22

Greenbelt MD CM Kick Off Memo

Greenbelt MD CM Timeline

Mayor Pro Tem Weaver added this item to the agenda for discussion.

**Attachments:**

[Greenbelt MD CM Narrative Final Draft 11.10.22.pdf](#)

[Greenbelt MD CM Kick Off Memo\\_.pdf](#)

[Greenbelt MD City Manager Timeline 10.13.2022.pdf](#)

[Community Stakeholder Survey.pdf](#)

## THE COMMUNITY

The City of Greenbelt, Maryland (population 25,291), is an easily accessible suburb of Washington D.C., and is close to Baltimore and Annapolis. Located in Prince George's County, Greenbelt was created in 1937 by President Franklin D. Roosevelt's Administration as part of the "New Deal." It was the first "greenbelt" town or garden city created inside a ring of woodlands and was designed to provide work for the unemployed, affordable housing for low-income workers, and as a model for future town planning in America. The homes in Greenbelt were grouped in "superblocks," with a system of interior walkways permitting residents to travel from their homes to the town center without crossing a major street. Pedestrian and vehicular traffic were separated, and two curving major streets were laid out upon and below a crescent-shaped natural ridge, with shops, school, ball fields, community buildings and the like grouped in the center.

In 1997, Greenbelt became a National Historic Landmark. A PBS documentary referred to Greenbelt as one of "10 Towns that Changed America." Today, Roosevelt Center is the primary hub of activity in Greenbelt. Featuring the Old Greenbelt Theatre, New Deal Café where patrons can enjoy live music, poetry, and more, the Greenbelt Arts Center which features live theater, and fairs and festivals throughout the year. A cooperative grocery store, restaurants, and other businesses can also be found at the Center. The Community Center, Aquatic and Fitness Center, Greenbelt Museum, and library are adjacent to the Roosevelt Center.

A diverse community, Greenbelt, has expanded to include new housing and commercial areas just outside of the historic core. The City still maintains its small-town atmosphere, parks, playgrounds, cooperative spirit, and some of the most distinctive and affordable housing in the Washington area. Greenbelt is committed to promoting and participating in environmentally friendly causes to help make the City better for the future. The City of Greenbelt has earned numerous designations such as Tree City USA, Playful City Designation, Bee City USA, and Sustainably Maryland Certified.

The City is served by the Prince George's County Public School system with three elementary schools, one middle school, one high school, one public magnet K-8 school, and one public K-8 charter school. Greenbelt is proud to be the home of two nationally acclaimed "Blue Ribbon Schools of Excellence" and all the schools strive for excellence through innovative programs and dedicated staff.

## THE ORGANIZATION

The City of Greenbelt operates under a council-manager form of government. The City elects a new council every two years. The City Council consists of seven members who are elected at large and appoint the City Manager. The member who receives the most votes in the election is customarily chosen as Mayor, with the member receiving the second highest number of votes usually becomes the Mayor pro tem. The City has an adopted FY 2023 general fund budget of \$33.4 million and employs 240 FTEs. The City provides a full-service Police Department with 76 FTEs budgeted for 2023.

## THE POSITION

As Chief Administrative Officer, the City Manager reports to the City Council and oversees the following departments: City Clerk, Finance, Human Resources, Information Technology, Planning and Community Development, Police, Public Information and Communications, Public Works, and Recreation. The City Manager also oversees Greenbelt CARES, the social services program. The City Manager serves as an adviser to the City Council by providing objective feedback and long-term consequences of policies under consideration. The City Manager prepares a budget for City Council's consideration and carries out the council's policies. The City Manager's office is responsible for ensuring the city is being responsive to the needs of the citizens.

### Essential Responsibilities:

- Create an environment of trust and integrity where employees respect one another and where the organization consistently functions at a high level of service.

- Work with and be responsible to elected officials with the ability to present a variety of options for consideration by those elected officials along with accompanying expectations of the various options presented and the benefits and detriments associated with each option.
- Understand collective bargaining/labor relations, contract administration, and working in an active union environment; and possess the ability, temperament, and commitment to be fair, reasonable, and equitable in such matters; and establish positive relationships between management and labor representatives.
- Effectively work with elected and appointed officials, such as the City Council, department directors, advisory board members, other stakeholders, and members of the public.
- Develop and maintain effective working relationships with other officials and agencies and be actively involvement in civic and community affairs.

## LEADERSHIP OPPORTUNITIES

**Economic Development.** The City Manager will help manage the concept of growth. With large projects under consideration (Beltway Plaza shopping mall and mixed-use development, Franklin Parks apartment development and the Metro Station redevelopment), the City Manager will lead the charge in balancing development with the legacy of a planned green community and maintaining the City's character. The new City Manager must provide and execute strategies to facilitate expansion of the City's tax base, creating job opportunities and generating new sustainable revenue.

**ARPA Funds Management.** The City Manager will leverage resources to recover from the pandemic through effective project management following up, following through, and completing projects that are currently underway.

**Emergency Management.** With the impacts of climate change, including rising temperatures, increased coastal flooding and carbon imprint, the City Manager will help the City become a more resilient community

**Team Building.** The City's staff is highly regarded as professional and competent in their field. The new City Manager will be tasked to maintain an environment conducive to cooperation, development, and empowerment. Every effort should be made to keep City staff informed of organizational or departmental initiatives and be afforded an avenue for active dialogue with City management.

**Information/Communications Technology.** The City Manager will develop recommendations and strategies to modernize IT systems and processes to ensure redundancy, improved reliability and efficiencies and effective and timely communications for internal and external users.

**Infrastructure and Space Needs Assessment.** Continue the ongoing evaluation of the city's infrastructure and provide the Greenbelt City Council an actionable plan, including multiple alternatives, to address existing infrastructure enhancements and improvements proactively and methodically to the City's utilities and other infrastructure. The new City Manager must evaluate the City's facilities and real estate for effectiveness and preparedness for the City's growth and resulting space needed for additional staff.

**Intergovernmental and Community Group Cooperation.** The new City Manager will fully engage and actively participate with regional government agencies and community groups. An objective for the new City Manager will be to ensure the City maximizes its collaborative efforts to improve delivery of services and equity throughout the City and preserve the City's interests.

## DESIRED CAPABILITIES

The successful candidate will be a visionary leader committed to excellence in public service. The next City Manager is:

- A strong financial manager, capable of preparing and controlling budgets with a background of successful

cost-effective administration of human and financial resources.

- Adept with technology and contemporary business practices and how they can be applied in a local government setting to make operations more efficient, specifically related to human resources practices, public safety applications, and constituent self-service platforms.
- Politically astute, but not political, and able to collaborate with residents with varying viewpoints and to build consensus among residents and City officials is essential.
- Committed to transparency and a desire to keep all the City's stakeholders informed about issues that affect them and can establish an excellent working relationship with the media community.
- Capable and willing to develop a progressive and dynamic organization that is flexible and responsive to the direction of the City Manager while providing professional recommendations to the City Council.
- An ethical and honest leader who can gain the respect of personnel and others based on professional knowledge, positive attitude, fairness, strong people skills, and strong leadership abilities.
- An approachable manager and effective listener, with the ability to be responsive to Council, employee, and resident input, make decisions, and provide prompt feedback.
- Collaborative and inclusive with an understanding of the needs of a diverse workforce, both racially and with regard to ideas and tenure in their respective positions; have a commitment to diversity and to further diversifying the workforce.

## EDUCATION AND EXPERIENCE

Qualified candidates will possess a bachelor's degree from an accredited college or university in Public Administration or a related field, and a minimum of five years progressively responsible municipal experience, or any combination of education and experience that demonstrates the skills and abilities to perform the work. Candidate's may distinguish themselves with a master's degree.

## COMPENSATION AND BENEFITS

The starting salary for this position will be XXX depending upon qualifications and experience. The City of Greenbelt offers a comprehensive, competitive benefits package to include medical, dental, vision, life insurance, retirement, deferred compensation, vacation, sick, and holiday, long term disability, and other voluntary ancillary benefits. Relocation expenses (are or are not) negotiable.

## APPLICATION PROCESS

We invited qualified candidates to submit a cover letter and resume online at:

[www.governmentjobs.com/careers/bakertilly](http://www.governmentjobs.com/careers/bakertilly)

Interested applicants are strongly encouraged to apply no later than XXX. Following this date, we will evaluate all applications against the criteria outlined in this brochure. For more information, please contact Anne Lewis at [anne.lewis@bakertilly.com](mailto:anne.lewis@bakertilly.com) or 703-923-8214 or Yolanda Howze at [yolanda.howze@bakertilly.com](mailto:yolanda.howze@bakertilly.com) or 312-240-3401.

For more information about the City of Greenbelt, visit:  
<https://www.greenbeltmd.gov/>.

The City of Greenbelt is an Equal Opportunity Employer.

# Memo

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To: Mayor Jordan and Greenbelt City Council Members

From: Anne Lewis, Director

c.c. Dawane Martinez, Director of Human Resources

Date: October 13, 2022

Subject: Greenbelt, Maryland - City Manager Search

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Thank you for selecting Baker Tilly to assist you in the search for your next City Manager. We are looking forward to working with you on this recruitment.

There are many considerations that go into a smooth search process including:

- The importance of working collectively in reaching a consensus in hiring decisions.
- Maintaining the strictest confidentiality regarding the identity of candidates. This concern alone can determine whether a qualified candidate applies or stays out of the search process.
- Respecting the flow and fluidity of a search; a search process unfolds in its own unique way.

With these considerations in mind, this memo discusses the proposed timeline for the search and our approach for talking with you individually to understand the important issues and priorities facing the City of Greenbelt and the qualifications that you desire in your next City Manager.

**Search Communications.** Baker Tilly understands that Dawane Martinez will serve as staff project manager and, along with Mayor Jordan and Mayor pro tem Weaver, will be Baker Tilly's primary contacts for questions, information about the City of Greenbelt, and logistics/scheduling. We will provide regular updates, sent via email through Mayor Jordan, Mayor pro tem Weaver, and Mr. Martinez, on the progress of the search and other issues as needed.

**Search Timeline.** A proposed search timeline is attached for your review and discussion at your October 24, 2022, meeting. Search processes are organic in nature. Sometimes it may be necessary to adjust the timeline, often to meet the needs of the hiring entity and/or candidates. We will keep the Greenbelt City Council informed of project timeline modifications when the need becomes apparent.

**One-on-One Meetings with City Council Members.** We need to schedule one-on-one phone calls during October 25 – November 1 timeframe with each member of the City Council to learn more about the desired qualifications and expectations you have for the next City Manager. A member of the Baker Tilly project team will reach out to you to schedule a call at a time that is convenient to you. Please note that our goal is to complete individual sessions by no later than November 1. Our timeline calls for approval of the recruitment brochure during the week of November 14.

These one-on-one telephone calls are an opportunity for us to listen and understand the experience and management style you are looking for in the next City Manager and to identify short- and long-term opportunities and challenges that you would like the City Manager to address.

The questions we would like to discuss with you appear below. The questions tend to overlap in some areas, but they will make for an informative conversation and good information to establish qualifications and leadership opportunities for the position. Feel free to make notes and have them available for our meeting.

1. Describe what successful performance in the City Manager position looks like.
2. What do you see as the most important issues and priorities in which the City Manager should be involved?
3. What initiatives, services, or processes would you like the City Manager to evaluate, implement or change in his/her first two years of employment?
4. What are the leadership and management attributes that you would like to see in the next City Manager?
5. What competencies, skills, and experiences are critical for the City Manager position?
6. What are your expectations for a successful search?
7. Are there individuals you would like us to contact about the City Manager position?
8. Do you have questions, suggestions, or concerns about the search process?

The information provided here is of a general nature and is not intended to address the specific circumstances of any individual or entity. In specific circumstances, the services of a professional should be sought. Baker Tilly US, LLP trading as Baker Tilly is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. © 2022 Baker Tilly US, LLP

**Community Input.** Many searches are conducted with some opportunity for input from the community. Typically, this input comes early in the process providing input on the desired qualifications for the next City Manager and identifying City of Greenbelt issues and priorities that will create leadership opportunities for this position. The City will be responsible for the marketing and distribution of the survey from November 28 – December 9. Please see attached for the draft survey instrument.

Please feel free to contact me at 703-923-8214 or [anne.lewis@bakertilly.com](mailto:anne.lewis@bakertilly.com) or Yolanda Howze at 312-240-3401 or [yolanda.howze@bakertilly.com](mailto:yolanda.howze@bakertilly.com) if you have any questions. In our absence, please contact Karen Edwards, Recruiting Analyst, at 813-915-5616 or [karen.edwards@bakertilly.com](mailto:karen.edwards@bakertilly.com).

**CITY OF GREENBELT, MARYLAND**  
**City Manager Search Timeline**  
**Updated: October 13, 2022**

| <b>Project Tasks</b>                      | <b>Deliverables</b>                                                                                                                                              | <b>Target Date</b>       |
|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Project Kickoff                           | Kick off meeting with Mayor Jordan, Mayor Pro Tem Weaver, and Dawane Martinez, HR Director                                                                       | Complete                 |
| Prepare Draft Recruitment Brochure        | Conduct 1/1 calls with City Council                                                                                                                              | October 25 – November 1  |
| Community Survey                          | Community survey link provide by BT marketed and distributed by City                                                                                             | October 26 – November 8  |
| Brochure Approval                         | City reviews and approves the brochure                                                                                                                           | November 14 - 18         |
| Advertising                               | Begin advertising                                                                                                                                                | November 21              |
| Leadership-Management Style Benchmark     | Council members complete benchmark survey                                                                                                                        | November 28 – December 9 |
| Advertising and Recruitment               | Deadline for receipt of resumes and application materials                                                                                                        | January 5, 2023          |
| Applicant Review                          | BT to screen applications and administer/review supplemental questionnaires; video interviews; media background checks; and conduct initial telephone interviews | January 6 - 17           |
| Semi-Finalist Report and Video Interviews | City Council members receive confidential Semi-Finalist Report and reviews candidate written materials; receives link to candidate recorded video interviews     | January 18               |
| Finalists Selected                        | City Council selects finalists; discuss preferences for the interview process; City Council reviews interview questions                                          | January 26               |
| Background Check/Reference Checks         | BT completes background checks/academic verification and reference checks on finalists                                                                           | January 27 – February 10 |
| Finalist Report                           | City receives Finalist Report.                                                                                                                                   | February 14              |
| Interviews with Finalists                 | City Council members conduct interviews with finalists and select top candidate                                                                                  | Week of February 20      |
| Employment Offer Made/Accepted            | Employment offer extended to selected candidate; City Council has final determination of offer/contract approved                                                 | Week of February 27      |
| Start Date                                | New City Manager starts                                                                                                                                          | TBD                      |

## COMMUNITY STAKEHOLDER SURVEY

### CITY OF GREENBELT, MARYLAND

#### CITY MANAGER

The City of Greenbelt has retained Baker Tilly to conduct a search for a new City Manager. As we initiate the search, the City Council would appreciate any input that community stakeholders wish to contribute on the experience, management and leadership qualities they would like to see in the City's next City Manager, along with any other issues they may feel are relevant to the selection process.

Survey results will be compiled in time to help inform the selection of the semi-finalists from which the Council will choose its finalists for further vetting and possible interviews. The Council will receive a copy of the results when completed. Also, the number of participants and the collected results will be made publicly available by the City after receipt, though the identities of respondents will not be known or available.

The City values your input and thanks you in advance for your time to complete this survey. **Please respond no later than December 9, 2022.**

#### Question 1: Demographics

Age range

Ethnicity

Type of community member: business owner, resident, City staff

#### Question 2:

What are the most important areas of professional experience and expertise that the new City Manager should have? Please select **four** from the following list:

- ☐ Considerable experience in managing a City or other local government of similar size and complexity to the City of Greenbelt
- ☐ Cultural competency on issues of race, ethnicity, and equity
- ☐ Cultural competency on issues of equity, diversity, and inclusion
- ☐ External communications with the public and business community
- ☐ Internal communications with City staff and elected officials
- ☐ Skilled in communications with the public and business community
- ☐ Participation in City and Community Events
- ☐ Skilled in administrative and financial management
- ☐ Financial and Grant Management Abilities
- ☐ Knowledge of proven growth strategies that increase revenues to the City
- ☐ Considerable experience in helping governing bodies with policymaking and exercising organizational oversight

- Skilled in aligning the organization with the strategic direction established by the governing board
- Skilled in intergovernmental relations and advocacy
- Strategic Planning
- Leadership, integrity, and character
- Leadership and Motivation
- Commitment to following Council's lead on policy issues
- Experience in helping elected bodies be effective in Council's work of policy setting
- Business acumen
- Community Policing
- Intergovernmental Relations
- Utilization of Technology

**Question 3:**

What are the most important management and leadership qualities that the new City Manager should demonstrate? Select up to **six** critical qualities from the following list:

- Customer service focus
- Teamwork and collaboration
- Interpersonal communications
- Relationship building
- Relationship Management
- Ability to actively listen to concerns of others
- Negotiation
- Transparency
- Adaptability and resiliency
- Organizational savvy
- Coaching qualified staff and measuring staff performance and accountability
- Coaching and Developing Others
- Employee Development Focus
- Commitment to Values-Based Leadership
- Visioning
- Conflict Management
- Resilience
- Cultural competency (ability to work well with a wide variety of citizens)
- Commitment to Diversity and Inclusion
- Developing and articulating a vision for the City
- Championing change
- Decisive judgment
- Problem solving
- Fiscal prudence
- Planning and Organizing
- Able to Balance Competing Priorities

- Decisive Judgment
- Driving for Results
- Continuous Improvement

#### **Question 4:**

What are the highest priority issues and greatest challenges that the new City Manager must be prepared to address? Please select **six** from the following list:

- Quality of life issues
- Establishing community partnerships
- Creating an equity, diversity, and inclusion framework
- Community engagement
- Multi-cultural trust
- Board development and governance
- Community partnerships and rebuilding sound City relations
- Branding and identity program for City
- Developing a strategic vision and direction for City
- Explore opportunities to restructure City
- Re-energizing the values upon which City was built
- Helping to establish long-range goals for Council's consideration
- Strategic planning
- Growing the City's revenues
- Limiting the City's expenses
- Financial sustainability
- Developing a City capital improvement plan
- Planning for and funding facility improvements
- Use of technology to make the City more efficient and effective
- Restoring service reductions that occurred during the pandemic
- Recruiting and retaining highly capable personnel
- Establishing a staff development and succession plan to ensure the City is well-managed in the future

#### **Open-Ended Questions**

What are the priorities the City Manager will need to address as soon as he/she is on the job?

If you could ask candidates for the City Manager position one question, what question would you ask?

What are the most important issues the new City Manager will face over the next five years?

What are some existing practices, policies and/or programs you feel the new City Manager should continue?

Please feel free to share additional input on the professional experience, leadership/management characteristics, and priority issues and challenges that are relevant to the recruitment and selection of the next City Manager.

Thank you for completing this survey. Your responses are greatly appreciated.

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

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**Subject:**

ARPA First Time Home Buyer Down-payment Assistance

**Suggested Action:**

Reference: Memorandum, D. Sandlin, 11/10/2022

On July 18, 2022, the City Council reviewed the American Rescue Plan Act (ARPA) Recommended Spending Plan. At that meeting, Mayor Jordan suggested allocating \$500K of ARPA funds for down payment assistance for first-time homebuyers residing in Greenbelt.

On August 8, 2022, the City Council unanimously approved the ARPA Fund Recommended Spending Plan, which included \$500K allocated for down payment assistance for new homeowners.

The staff established the Greenbelt First-Time Homebuyer Advantage Program. Staff met with the Maryland Department of Housing and Community Development's Community Development Authority (DHCD/CDA) to discuss their program and how they could assist Greenbelt residents in becoming homeowners.

In partnership with the MD DHCD/CDA, the City of Greenbelt will be implementing a program to administer and manage the distribution of grants to assist residents with down payment and/or closing costs. This program is for first-time home buyers in the City of Greenbelt implemented through the Maryland Mortgage Program (MMP). This program is carried out with no administrative cost to the City of Greenbelt.

The Greenbelt First-time Homebuyer Advantage Program will include a grant of up to \$15,000 to the homebuyer. The grant can be used for closing costs and/or down payments for FHA, USDA, FNMA or Freddie Mac loans. In addition, homebuyers applying to use the MMP First-Time Advantage option and are receiving a grant from the City may be eligible to receive matching funds up to \$2,500, which could potentially provide City residents with a combined total of \$17,500 towards closing and/or down payment costs.

Staff recommendation is that the full allocation of \$500,000 be provided to MD DHCD to implement this program. Any funds that are unused by December 31, 2023, will be returned to

the City to be reprogrammed for other ARPA programs/initiatives.

Included in Council's packet is a memorandum outlining the Greenbelt First-Time Homebuyer Advantage Program.

Council approval is sought.

**Attachments:**

[Memorandum, D. Sandlin, 11/10/2022.pdf](#)

**City of Greenbelt, Maryland**  
**MEMORANDUM**

**TO:** City Council  
**FROM:** Debi Sandlin, Interim Assistant City Manager  
**THROUGH:** Tim George, Interim City Manager  
**DATE:** November 10, 2022  
**RE:** Greenbelt First-Time Homebuyer Advantage Program

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City Council approved a \$500,000 allocation to provide down-payment assistance to Greenbelt resident first-time home buyers. Staff met to discuss this initiative and reached out to several of our peers to evaluate best practices. We then met with the Maryland Department of Housing and Community Development's Community Development Authority (DHCD/CDA) to discuss their program and how they could assist Greenbelt residents in becoming homeowners.

In partnership with the MD DHCD/CDA, the City of Greenbelt will be implementing a program to administer and manage the distribution of grants to assist residents with down payment and/or closing costs. This program is for first-time home buyers in the City of Greenbelt implemented through the Maryland Mortgage Program (MMP). It should be noted this program is carried out with no administrative cost to the City of Greenbelt.

The MMP has an existing structure in place for assisting first-time homebuyers with down payment and closing cost needs, which have been identified as the biggest obstacles for new homebuyers. The goal is sustainable and affordable housing for low-to-moderate-income homebuyers. The MMP requires that borrowers do not exceed the Area Median Income (AMI) based on HUD income guidelines and that the purchase and loan amounts stay within established parameters. Borrowers must be within the maximum Debt-to-Income levels (up to 50% which is the industry standard) and loans must meet servicer and insurer guidelines.

The MMP provides a 30-year fixed rate through a network of approved lenders. The lender is responsible for taking the application and underwriting the loan, then submitting it to MMP for compliance with state guidelines. After the compliance is approved, the borrower goes to closing with their selected title company, the loan is checked for post-closing compliance, and then is sent to the master servicer, US Bank, for approval and purchase. MMP has a turnaround time of 1-2 business days; US Bank usually takes less than two weeks to purchase.

The MMP loan terms are competitive with other home loan products on the market, but what makes MMP unique is the range of associated financial incentives and other assistance that for many homebuyers, means the difference between being able to purchase a home or continuing to rent.

The Greenbelt First-time Homebuyer Advantage Program will include a grant of up to \$15,000 to the homebuyer. The grant can be used for closing costs and or/or down payments for FHA, USDA, FNMA or Freddie Mac loans. As with all MMP, lenders will advance the grant funds at closing and the CDA will reimburse the lender after the purchase by the US Bank.

In addition, homebuyers applying to use the MMP First-Time Advantage option and are receiving a grant from the City, may be eligible to receive matching funds up to \$2,500; which could potentially provide City

residents with a combined total of \$17,500 towards closing and/or down payment costs.

Eligible borrowers must be existing renters in the City of Greenbelt for 12 or more consecutive months and be purchasing a home in the City of Greenbelt, the home must be occupied by the homebuyer, and the borrower cannot own any other real estate property at the time of closing. Borrowers must meet all eligibility requirements established for the MMP.

Additionally, all borrowers will be required to take a Homebuyer Education Class approved by HUD, Fannie Mae, or Freddie Mac. The borrower (homebuyer) will be responsible for bringing the minimum down payment required by the loan underwriting guidelines.

The Greenbelt First-time Homebuyer Advantage Program will only be available for first-time home buyers with the following exceptions:

- The borrower is an honorably discharged veteran who has previously used the first-time homebuyer exemption, this is in accordance with the Heroes Earnings Assistance and Relief Tax Act of 2008, as amended. A DD-214 form must be submitted to document veteran status, and a Veteran First Time Home Buyer Exemption form must be completed.
- It has been more than three years since the borrower has owned a principle residence.

In collaboration with the CDA, both the City of Greenbelt and the CDA will promote the Greenbelt First-Time Homebuyers Program utilizing various channels. The CDA will assist the City with developing the promotional material for the City to promote through:

- The Greenbelt Connection
- Greenbelt News Review
- City social media platforms
- On the City website
- City email notifications
- Through the MMP official social media channels and platforms

Additionally, the CDA will come to Greenbelt to hold an informational workshop to help residents learn about the program and how to apply for a Maryland First Mortgage.

Staff recommendation is that the full allocation of \$500,000 be provided to MD DHCD to implement this program. Any funds that are unused by December 31, 2023 will be returned to the City to be reprogrammed for other ARPA programs/initiatives.

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

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**Subject:**

ARPA Scholarship Program

**Suggested Action:**

Reference:

Memorandum, D. Sandlin, 11/8/2022

Greenbelt Youth Scholarship Program Guidelines

Greenbelt Youth Scholarship Application

On July 18, 2022, the City Council reviewed the American Rescue Plan Act (ARPA) Recommended Spending Plan. At that meeting, Councilmember Mr. Byrd suggested allocating ARPA funds to higher education scholarships for those seeking college instruction or vocational training. The Council recommended an allocation of \$500K for approval at the next Council meeting.

On August 8, 2022, the City Council unanimously approved the ARPA Fund Recommended Spending Plan, which included \$500K allocated for higher education.

The staff established the Youth Scholarship Grant Program. The process involved a collaborative effort with the Interim City Manager, the Interim Assistant City Manager, the Director of CARES, Dr. Park, and the City PIO Coordinator, Chondria Andrews. Additionally, the Advisory Committee on Education was consulted to receive their input into the process and to request their assistance in reviewing the applications.

Staff established a broad set of criteria to include community involvement, work experience, academic activities, and academic performance. The scholarship program was expanded to include students enrolled in vocational/training school as well as students interested in attending a two-year or four-year college or university. Furthermore, students already attending an educational institution will be eligible to apply as well.

Eligible applicants will be able to receive \$10,000 to be paid directly to the educational institution to cover expenses for up to two school years. Applicants must have resided in the

City of Greenbelt for a minimum of one-year, and demonstrate they are planning to pursue post-secondary education or a vocational/training program; or have been accepted or are currently enrolled into a post-secondary school or vocational/training program.

The scholarship can be applied towards the 2023/2024 school year and can be used to cover expenses allowable under the educational institution's guidelines.

Included in Council's packet is a memorandum outlining the Youth Scholarship Grant Program along with the guidelines and application.

Council approval is sought.

**Attachments:**

[City Council Memo\\_Youth Scholarship Program\\_11\\_8\\_22.pdf](#)

[Greenbelt Youth Scholarship Program\\_Guidelines\\_Draft\\_11\\_8\\_22.pdf](#)

[Youth Scholarship Program\\_Application\\_Draft\\_11\\_8\\_22.pdf](#)

**City of Greenbelt, Maryland  
Memorandum**

**TO:** City Council  
**FROM:** Debi Sandlin, Interim Assistant City Manager  
**THROUGH:** Tim George, Interim City Manager  
**DATE:** November 8, 2022  
**RE:** Youth Scholarship Program

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Dear Mayor and Council:

Please find attached the Youth Scholarship Grant Program guidelines and application. The process involved a collaborative effort with the Interim City Manager, the Interim Assistant City Manager, the Director of CARES, Dr. Park, and the City PIO Coordinator, Chondria Andrews. Additionally, the Advisory Committee on Education was consulted to receive their input into the process and to request their assistance in reviewing the applications.

The primary goal of the scholarship is to provide assistance and an opportunity for students interested in earning an education beyond high school, but due to financial hardships are not in the position to seek out continued education opportunities. The Youth Scholarship Program will assist students overcoming these barriers, which in turn will help them move forward with building a strong foundation for future career and personal success.

Following the U.S. Treasury guidelines, the program will focus on youth either disproportionately impacted by the pandemic and/or living in a Qualified Census Tract. To broaden our outreach and ensure the Scholarship is available to help as many young people impacted by the pandemic, we set the years of graduation from 2020 to 2023.

Additionally, we established a broad set of criteria to include community involvement, work experience, academic activities and academic performance. The scholarship program was expanded to include students enrolled in vocational/training school as well as students interested in attending a two-year or four-year college or university. Furthermore, students already attending an educational institution will be eligible to apply as well.

Eligible applicants will be able to receive \$10,000 to be paid directly to the educational institution to cover expenses for up to two school years. Applicants must have resided in the City of Greenbelt for a minimum of one-year, and demonstrate they are planning to pursue post-secondary education or a vocational/training program; or have been accepted or are currently enrolled into a post-secondary school or vocational/training program.

The scholarship can be applied towards the 2023/2024 school year and can be used to cover expenses allowable under the educational institution's guidelines.

The plans are to promote the Scholarship Program through multiple platforms including, posting the information in:

- The Greenbelt Connector

- Greenbelt News Review
- Placing yard signs in key areas
- Posting on all City of Greenbelt social media platforms
- Sending out email news alerts to all residents
- Posting the information with a link to the application on the City's website
- Providing information to the Greenbelt Homeschool Facebook group to promote on their Facebook page
- Reaching out to Franklin Park to ask them to send out the information to their residents
- Reaching out to Beltway Plaza to request placing a poster in a kiosk

For further details, please see the attached Scholarship Guidelines and application.

## **CITY OF GREENBELT YOUTH SCHOLARSHIP PROGRAM GUIDELINES**

The City of Greenbelt recognizes the importance of education to our community and supports Greenbelt students interested in pursuing their education beyond high school. The purpose of the Youth Scholarship Program is to help Greenbelt students cover the cost of higher education and continuing education opportunities. Students should be enrolled in or have been accepted into a Maryland college, university, or vocational training program. *The Greenbelt Scholarship Program will award \$10,000 to eligible students.*

Students must reside within the City limits, be either a current senior at Roosevelt High School, a private school, a homeschool or have graduated in either 2020, 2021 or 2022.

The application period is open February 1, 2023 through March 31, 2023. Students selected to receive the scholarship will be notified by mid-June.

***The scholarship of \$10,000 will be paid directly to the educational institution to cover up to two school years. Funds will not be paid directly to the applicant.***

### **WHO CAN APPLY**

The scholarship is for Greenbelt residents who are new or current college students or continuing education students who plan to attend a post-secondary school in Maryland.

By the time the scholarships are awarded, you must have:

- Graduated from high school, or completed a GED program in 2020, 2021, or 2022.
- Will be graduating by June 2023.
- And be admitted or accepted to a post-secondary education institution.

### **NEW COLLEGE STUDENTS:**

You need to plan to enroll as a full-time student in a two-year or four-year university or college.

**CURRENT COLLEGE STUDENTS:** You need to be enrolled as a full-time student in a two-year or four-year university or college.

**CONTINUING EDUCATION STUDENTS:** You need to be enrolled or plan to enroll in an accredited trade school, or a vocational school.

### **ELIGIBILITY REQUIREMENTS**

- Must be a City of Greenbelt resident.
- Applicant is a high school senior on target to graduate or receive a GED in 2023 or graduated and/or received a GED in 2020, 2021 or 2022.
- Applicant is planning to pursue post-secondary education and has proof of acceptance to a post-secondary school or vocational school/ training program.

- Needs to have an email address to apply. If you do not have an email address, you will need to create one before applying.
- If the applicant is a student enrolled in a two-year or four-year college /university or vocational training program, the applicant must provide an official educational institution transcript to validate your full-time fall enrollment.
- Must meet income eligibility requirements.

#### **FINANCIAL AWARDS CAN BE APPLIED TOWARDS THE 2023/2024 FALL & SPRING SEMESTER/QUARTER**

- Tuition Cost or an allowable expense under the educational institution's guidelines such as:
  - School, Lab, or Class Fees
  - Other Costs Directly Related to Education/Training

#### **APPLICANTS ARE REQUIRED TO SUBMIT THE FOLLOWING DOCUMENTS WITH THEIR APPLICATION**

- Signed Application Form.
- Must provide two (2) character reference letters which can include a teacher, principal, guidance counselor, coach, community leader, etc. (Letters of reference should not be written by any Greenbelt City Councilmember).
- Acceptance letter or notification of enrollment for newly enrolled students.
- Official Transcripts with cumulative grade point average or proof of GED completion.
- A copy of the parents/guardians 2022 tax return or a copy of a 2022 W2 or two most recent pay stubs (parents/guardians pay stubs).
- Proof of residency, can include a copy of most recent utility bill, telephone bill, or signed lease.
- Student essay (maximum 500 words). Please choose **ONE** of the below essay topics:
  - What traits do you possess that will enhance your education or future career?
  - How have you contributed to the Greenbelt community?
  - What are your academic/professional goals?

#### **INCOME GUIDELINES**

**Income Guidelines for Mortgage and HOA/Co-op Fees Assistance - FY 2021 HAF Income Limits for Washington-Arlington-Alexandria, DC-VA-MD HUD Metro FMR Area:**

| Greater of 100% Income AMI or 100% U.S. Median Income | 1-Person | 2-Person  | 3-person  | 4 -person | 5 -person | 6 - person | 7- person | 8 - person |
|-------------------------------------------------------|----------|-----------|-----------|-----------|-----------|------------|-----------|------------|
|                                                       | \$90,300 | \$103,200 | \$116,100 | \$129,000 | \$139,000 | \$149, 650 | \$160,000 | \$170,300  |

Chart from State Homeowner's Assistance Fund Proposal – DHCD

**Applications and questions must be submitted to [scholarship@greenbeltmd.gov](mailto:scholarship@greenbeltmd.gov)**

## CITY OF GREENBELT YOUTH SCHOLARSHIP

### APPLICATION FORM

The Scholarship Selection Committee will award a \$10,000 scholarship to be paid out over the 2023-2024 and 2024-2025 Fall and Spring semesters. ***The scholarship payment will be made directly to your campus. Lump sums will not be paid out in full.***

**Application and ALL documents MUST be received via email by March 31, 2023 by 5:00 p.m.**

The student must:

- Must provide two (2) character reference letters from either a teacher, guidance counselor, coach, community leader, etc. (Letters of reference should not be written by any Greenbelt City Councilmember).
  - Be a high school senior graduating in 2023, enrolled in a college, university or a vocational school/training program or have graduated in 2020, 2021, and 2022.
  - Live within the incorporated City limits of Greenbelt.
  - Copy of most recent transcript with cumulative grade point average.
  - Proof of Residency, can include a copy of most recent utility bill, telephone bill, or copy of a signed lease.
  - Official Transcripts with cumulative grade point average or proof of GED completion.
  - A copy of the parents/guardians 2022 tax return or a copy of a 2022 W2 or two most recent pay stubs (parents/guardians pay stubs).
- Student essay (maximum 500 words). Please choose **ONE** of the below essay topics:
- What traits do you possess that will enhance your education or future career?
  - How have you contributed to the Greenbelt community?
  - What are your academic/professional goals?
- Provide proof they have applied to and been accepted at a post-secondary school or vocational training program.

Evaluation Criteria: The applications will be evaluated on:

- Essay – up to 35 points
- Community/School involvement, work experience, and/or honors received– up to 30 points
- Letter of References – up to 25 points
- Cumulative GPA – up to 5 points
- First Generation College Student or attendance at a trade school in family – up to 5 points

Please Print all information:

Students Full Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Parent's Full Name (if under 18 years of age): \_\_\_\_\_

Email Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**\*\*\*EDUCATIONAL BACKGROUND\*\*\***

|                                                                       | School Name | Address | Dates Attended |
|-----------------------------------------------------------------------|-------------|---------|----------------|
| High School (s)                                                       |             |         |                |
| College, university, or vocational school you are currently attending |             |         |                |

If you have applied to a college/university or vocational school/training program, have you received a letter of acceptance or a letter specifying that you have been placed on a waiting list. If yes, please specify.

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Briefly discuss your plans or goals after you graduate.

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Briefly describe any Community/School involvement and/or work experience and/or honors you have received.

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**\*\*\*SCHOOL DATA\*\*\***

High School: \_\_\_\_\_ Home Schooled (Y/N) \_\_\_\_\_

Name of College/Vocational School Attending Fall 2023: \_\_\_\_\_

Accepted \_\_\_\_\_ Waiting \_\_\_\_\_

Are you a first-generation college or vocational student in your family: Yes \_\_\_\_\_ No \_\_\_\_\_

Anticipated Completion Date: \_\_\_\_\_ Length of Program: \_\_\_\_\_

**\*\*\*FINANCIAL DATA\*\*\***

Have you already received scholarship offers? (Y/N) \_\_\_\_ If so, what is the total amount received? \_\_\_\_\_

Did your family qualify for free and reduced lunch prior to the COVID-19 pandemic? Y/N \_\_\_\_\_

How will the scholarship help you meet any financial need in 2023-2024 and 2024-2025?

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**Application packet must include the following in the order below:**

1. Signed Application Form
2. Must provide two (2) character references, which can include a teacher, principle, guidance counselor, coach, community leader, etc. (references should not be written by any City of Greenbelt elected official).
3. Acceptance letter or notification of enrollment for newly enrolled students.
4. Official high school transcript with cumulative grade point average.
5. Official Transcripts with cumulative grade point average or proof of GED completion.
6. A copy of the parents/guardians 2022 tax return or a copy of a 2022 W2 or two most recent pay stubs (parents/guardians pay stubs).
7. Proof of residency, can include a copy of most recent utility bill, telephone bill, or signed lease.
8. Student essay (maximum 500 words). Please choose one of the below essay topics:
  - a. What traits do you possess that will enhance your education or future career?
  - b. How have you contributed to the Greenbelt community?
  - c. What are your academic/professional goals?

Applicants Signature: \_\_\_\_\_

**Applications and questions must be submitted to [scholarship@greenbeltmd.gov](mailto:scholarship@greenbeltmd.gov)**

Note: The scholarship will be sent directly to the educational institution.

**APPLICATION PACKAGE DUE: FRIDAY, March 31, 2023 by 11:59 p.m. INCOMPLETE PACKETS  
WILL NOT BE CONSIDERED**

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

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**Subject:**

Healthcare Voucher Program

**Suggested Action:**

Reference: Memorandum, D. Sandlin, 11/10/2022

Attachment A - Health Care Voucher Program Protocols

Attachment B - FY23 Health Care Voucher Program Payment Schedule

City Council approved a \$500,000 allocation to provide healthcare voucher assistance to Greenbelt residents. Staff met to discuss this initiative and reached out to several of our peers to evaluate best practices. When meeting with the Roosevelt Center merchants, staff engaged with CCI Health Services and learned of their current activities serving Greenbelt residents and how they could assist Greenbelt residents with their healthcare needs.

City staff met further with CCI Health Services (CCI) to discuss partnering to administer and manage the distribution of the health care vouchers to uninsured or under-insured children and adults not eligible for other programs. So far this year, CCI has provided care to over 3,600 Greenbelt residents. With two locations in the City (Greenway and Springhill Lane), they are uniquely positioned to offer residents a wide range of services, including primary and pediatric care, dental care, behavioral health services, family planning services, WIC, and prenatal care. CCI is also familiar with ARPA funding and reporting requirements and is able to meet the City's needs for federal reporting.

Included in Council's packet is a memorandum outlining the Greenbelt Healthcare Voucher Program along with the program protocols and payment schedule.

Council approval is sought.

**Attachments:**

[City Council Memo\\_Healthcare Voucher\\_Memo\\_V3\\_11\\_10\\_22\\_DS.pdf](#)

[Attachment A - Health Care Voucher Program Protocols\\_V1.pdf](#)

[Attachment B - FY23 Health Care Voucher Program Payment Schedule\\_V1.pdf](#)

**City of Greenbelt, Maryland  
Memorandum**

**TO:** City Council  
**FROM:** Debi Sandlin, Interim Assistant City Manager  
**THROUGH:** Tim George, Interim City Manager  
**DATE:** November 7, 2022  
**RE:** HealthCare Voucher Program

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City Council approved a \$500,000 allocation to provide healthcare voucher assistance to Greenbelt residents. Staff met to discuss this initiative and reached out to several of our peers to evaluate best practices. When meeting with the Roosevelt Center merchants we engaged with CCI Health Services and learned of their current activities serving Greenbelt residents and how they could assist Greenbelt residents with their healthcare needs.

City staff met further with CCI Health Services (CCI) to discuss partnering to administer and manage the distribution of the health care vouchers to uninsured or under-insured children and adults not eligible for other programs. So far this year, CCI has provided care to over 3,600 Greenbelt residents. With two locations in the City (Greenway and Springhill Lane), they are uniquely positioned to offer residents a wide range of services, including primary and pediatric care, dental care, behavioral health services, family planning services, WIC, and prenatal care. CCI is also familiar with ARPA funding and reporting requirements and are able to meet the City's needs for federal reporting.

The partnership through the Health Care Voucher program will support CCI's mission of keeping the cost of medical, dental, or behavioral health appointments accessible and affordable for eligible residents, no matter what service they need or how often they need to visit a doctor.

The primary goal of the healthcare vouchers is to respond to the public health emergency caused by the COVID-19 pandemic and to provide needed healthcare services to Greenbelt residents who were disproportionately impacted during the pandemic. The principal target population will be uninsured or under-insured children and adults who are not eligible for other programs, live in a Qualified Census Tract, or live below the Federal Poverty Level.

When an uninsured or underinsured resident comes to CCI for care, they will pay proportional to their income and family size. Visits start at \$35 for a medical appointment (all around medical services and lab tests are included in this rate, the individual would never pay more than this); \$25 for behavioral health, and \$45 for dental, (including preventive procedures, routine exams, cleaning x-rays, and sealants). The health care vouchers will allow CCI to keep the rates low for Greenbelt residents by covering some of the remaining expenses. Residents will not have to worry about the payment, they simply come in for their visit, pay the flat fee, and are seen by a doctor, CCI will take care of the rest. There will be no restrictions on the number of visits a resident can have.

CCI Health will administer and approve funds to eligible recipients meeting the following criteria: (1) are uninsured; (2) not eligible for Medicaid or other subsidized program(s); (3) their income is at or below 200% of the Federal Poverty Level; and (4) must be a Greenbelt resident.

Eligible specialties will include:

- General Practice
- Family Medicine
- Geriatric Medicine
- Dental Services
- Maternal Fetal Medicine
- Behavioral Health
- Nutrition Counseling
- Other medical specialties within the scope of services

Eligible Providers include:

- Physician
- Nurse Practitioner
- Clinical Nurse Specialist
- Dentist
- Physician Assistant
- Preventive Medicine
- Certified Nurse Midwife
- Dental Hygienist
- Counselor
- Therapist
- Social Worker
- Dietitian
- Nutritionist

Eligible patient visits include:

- Medical and healthcare office visits
- Dental care
- Behavioral Health
- Telehealth visits (Audio and Video only as defined by Maryland Medicaid 1)
- Lab

With a focus on wellness throughout a lifetime, CCI's providers and staff bring unmatched quality in an affordable way so that community members and their families have access to the best care. For more information on CCI's Protocols and Health Care Voucher Program Payment, *please see attachment A - CCI's Health Care Voucher Program Protocols; and attachment B – Heath Care Voucher Program Payment.*

Additionally, the Interim Assistant City Manager, the Director of CARES, and the City Treasurer met with the Director of the Old Greenbelt Health Family Clinic (OGHFC) to discuss how we can partner together to provide healthcare services to OGHFC patients who have been disproportionately impacted by the pandemic. We are awaiting a proposal outlining how they plan to deliver these services in accordance with the US Treasury Guidelines.

Furthermore, the Interim City Manager is in the process of reaching out to Doctors Hospital to discuss partnering with the City to distribute Healthcare vouchers to eligible Greenbelt residents or provide other medical services, including mobile healthcare screenings. We will update the Council when we have more information.

**Attachment A**  
**FY23 Health Care Voucher Program Protocols**

**Funding Period:** July 1, 2022 to June 30, 2023

**Funding Type:** Restricted to patients who meet established criteria.

**Goal:** Reimburse CCI Health Services for medical and healthcare services and testing, behavioral, and dental visits.

**Targeted Population:** Uninsured children and adults not eligible for other programs.

**Eligibility Criteria:** The Program Fund be administered to approved, eligible recipients who meet the following criteria: **(1)** Uninsured, **(2)** Not eligible for Medicaid or other subsidized programs, **(3)** Income at or below 200% Federal Poverty Level, **(3)** Prince George's County resident.

**Eligible specialties:** •General Practice •Family Medicine •Internal Medicine •Obstetrics and Gynecology •Pediatric Medicine •Geriatric Medicine •Dental Services Maternal Fetal Medicine • Behavioral Health • Nutrition Counseling • Other medical specialties within the scope of services

**Eligible providers:** •Physician •Nurse Practitioner •Clinical Nurse Specialist •Dentist •Physician Assistant •Preventive Medicine •Certified Nurse Midwife •Dental Hygienist •Counselor •Therapist •Social Worker •Dietitian •Nutritionist

**Eligible visits:**

- Medical and Healthcare office visits
- Dental care
- Behavioral Health
- Telehealth visits (Audio and Video only as defined by Maryland Medicaid1)
- Lab

**Invoice Reimbursement:** At the close of the program period. Invoices are due from the FQHC on or before the 15th of the month following close of the grant period and on the required data submission reporting template.

**Invoice Data Report:** Provider shall submit invoice of patient's seen who fit the criteria. Providers must submit along with the invoice:

- |                                  |                           |
|----------------------------------|---------------------------|
| • Date appointment was scheduled | • IDC10 Description       |
| • Date patient was seen          | • CPT Code                |
| • Patient identifier             | • CPT Code Description    |
| • Patient date of birth          | • Lab and radiology codes |
| • Patient demographic details    | • Reimbursement rate      |
| • Patient Diagnosis: ICD10 code  |                           |

**Invoice Procedures:** All invoices must include:

- Date
- Visit description/type, # of visits for each description/type, rate corresponding with description/type, and the total number of visits for description and type. List each description/type on a separate line with the total per line.
- Sign the invoice with the printed name and title of the authorized FQHC official.
- Email all invoices with the data report

**Attachment B**  
**Payment Schedule**

1. \$180 Fixed rate for medical and dental visits to cover care management, lab, and radiology
2. \$90 Fixed rate for follow up prenatal checks
3. \$90 Fixed rate for ultrasound procedure
4. \$90 Fixed rate for behavioral health visits
5. \$90 Fixed rate for all telehealth visits
6. \$90 Fixed rate for nutrition visits

## City Council Agenda Item Report

Meeting Date: November 14, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: OTHER BUSINESS

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**Subject:**

\* Meetings

**Suggested Action:**

**Attachments:**

[meetings.pdf](#)

**CITY OF GREENBELT, MARYLAND**  
**25 Crescent Road, Greenbelt, MD 20770-1891**

11/10/2022 9:06 AM



**City Council Meetings & Work Sessions**  
**November - December**

|                                                                 |            |               |              |
|-----------------------------------------------------------------|------------|---------------|--------------|
| Regular Meeting                                                 | Mon.       | 11/14         | 7:30 pm      |
| National League of Cities (NLC) City Summit (Kansas, MO)        | Wed. -Sat. | 11/16 - 11/19 |              |
| No Meeting                                                      | Wed.       | 11/16         |              |
| Work Session– Maglev Update                                     | Mon.       | 11/21         | 7:30 pm      |
| Special Meeting/Closed Session – Legal Matters                  | Mon.       | 11/21         | Following WS |
| Work Session – Reparations Commission                           | Tues.      | 11/22         | 7:30 pm      |
| No Meeting                                                      | Wed.       | 11/23         |              |
| Regular Meeting                                                 | Mon.       | 11/28         | 7:30 pm      |
| Advisory Board Interview                                        | Wed.       | 11/30         | 7:10 pm      |
| Work Session – Bicycle/Pedestrian Master Plan                   | Wed.       | 11/30         | 7:30 pm      |
| Advisory Board Interview                                        | Mon.       | 12/05         | 7:10 pm      |
| Work Session – Franklin Park at Greenbelt Station (stakeholder) | Mon.       | 12/05         | 7:30 pm      |
| Work Session – TBD                                              | Wed.       | 12/07         | 7:30 pm      |
| Regular Meeting                                                 | Mon.       | 12/12         | 7:30 pm      |
| Work Session – Police Reform                                    | Wed.       | 12/14         | 7:30 pm      |
| Work Session – TBD                                              | Mon.       | 12/19         | 7:30 pm      |
| No Meeting                                                      | Wed.       | 12/21         |              |
| No Meeting                                                      | Mon.       | 12/26         |              |
| No Meeting                                                      | Wed.       | 12/28         |              |

*This schedule is subject to change. For confirmation, call 301-474-8000. Regular and Special meetings and Work Sessions are open to the public. If special accommodations are required for any disabled person, please call 301-474-8000 or 301-474-3870 no later than 10 a.m. on the meeting day. Deaf individuals are advised to use Video Relay Services (VRS) at 711 or e-mail [banderson@greenbeltmd.gov](mailto:banderson@greenbeltmd.gov) to reach the City Clerk. Unless otherwise noted, meetings will be held in the Council Chambers in the Municipal Building (MB) at 25 Crescent Road and virtually by Zoom. Zoom meeting information for public participation is posted on the City's website at [www.greenbeltmd.gov](http://www.greenbeltmd.gov) on the meeting calendar.*

Bonita Anderson, City Clerk

**A NATIONAL HISTORIC LANDMARK**

(301) 474-8000

fax (301) 441-8248  
[www.greenbeltmd.gov](http://www.greenbeltmd.gov)

MD RELAY 711

# CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891



11/10/2022 9:06 AM

## Ready to be scheduled:

Closed Session (*Cable Ordinance*)  
Parke Crescent Apartment Complex  
Board of Elections reports:  
- Procedure for filling Council vacancies  
- Proposal for voting by resident non-citizens  
(*waiting for CRAB Report*)  
- Early Voting  
Virtual Meetings Accessibility for Blind and  
Visually Impaired  
Walk-way Light Fixture  
Prince George's County Council  
Space Study  
Prince George's County State's Attorney  
(*presentation*)  
Plastic Bag Ban (*Jan. or Feb*)  
School Board Representative (schedule after 11/8)

## For later scheduling:

Zoning Enforcement  
Parkway Apartment Owners/GHI (*parking*)  
Northway Fields Master Plan  
City Manager Updates (Jan, Pre-budget; July &  
Sept/Oct)  
Meeting with County on Transportation Plan  
Department of Permitting, Inspections &  
Enforcement (DPIE)  
Museum Plan  
Term Limits legislation (*referral submitted to  
CRAB*)  
ERB Reports: (#2020-01 Procedures for  
Employee Appeals, Grievances (#2021-02  
Collective Bargaining) (*waiting for CRAB  
Report*)  
Bernard Penney (*Memorial Donation in honor of  
Leonie Penney*)  
Economic Development Advisory Committee  
(*refer to Economic Development Manager*)  
Potential Bond Referendum/Capital Financing  
Cemetery Plans  
City Contracting Policy  
MARC Train Service/ MDOT  
Arts & Entertainment District

|                                                                                      |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
|--------------------------------------------------------------------------------------|-------|-------|--|--|--|--|--|--|--|--|--|--|--|--|
| <b>Annual</b>                                                                        |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Advisory Group Chairs                                                                | 7/22  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Franklin Park at Greenbelt Station Mgmt.                                             | 12/21 |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Greenbelt Center HOAs                                                                |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Greenbelt East HOAs and COAs/Greenbelt East Advisory Coalition                       | 4/22  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Greenbelt Homes, Inc.                                                                | 8/22  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Greenbelt Station HOA/Verde Apts.                                                    | 8/22  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| School Board Member                                                                  | 9/21  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| State Highway Administration                                                         | 11/20 | 11/22 |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>Biennial</b>                                                                      |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Beltsville Ag. Research Center                                                       | 8/18  | 11/22 |  |  |  |  |  |  |  |  |  |  |  |  |
| Beltway Plaza                                                                        | 9/22  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Roosevelt Center Merchants                                                           | 1/22  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| NASA/GSFC                                                                            | 3/22  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Greenbelt Business Alliance                                                          | 10/22 |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Greenbelt Park NPS                                                                   | 1/22  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Greenway Shopping Center                                                             | 12/20 |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Religious/Spiritual Organizations                                                    | 6/22  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>Twice a Year</b>                                                                  |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
| County Council Person and At Large Members                                           |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>Meetings as Needed</b>                                                            |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Apartments                                                                           | 4/21  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Comcast/Verizon                                                                      | 3/21  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Greenbelt Office Parks                                                               |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Greenbelt Watershed Groups                                                           | 10/19 |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Hotels                                                                               |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
| PEPCO/WSSC                                                                           | 2/22  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Prince George's Economic Development Corp.                                           | 11/21 |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Prince George's Planning Board                                                       | 10/19 |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Roosevelt Center Owner                                                               | 8/20  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| University of Maryland                                                               | 4/15  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| WMATA/PGDPW&T (Semi-Annual)                                                          | 5/22  |       |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>Newly Elected/Appointed Officials (Presentation of a Council Regular Meeting)</b> |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
| County Executive                                                                     |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
| School Board CEO                                                                     |       |       |  |  |  |  |  |  |  |  |  |  |  |  |
| State's Attorney                                                                     |       |       |  |  |  |  |  |  |  |  |  |  |  |  |