



CITY COUNCIL AGENDA

**Municipal Building
Tuesday, November 13, 2018
8:00 PM**

I. ORGANIZATION

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

II. COMMUNICATIONS

6. Presentations

Municipal Government Works Month Proclamation

Suggested Action: November is Municipal Government month. In recognition of the event, the City sponsors many activities that display government in action, including the Community Health and Wellness Fair, Walk to School Day, "If I Were Mayor" contest for fourth grade students, Welcome Packet program, Fall Fest, Costume Parade, Shredding Event and Electronics Recycling event, and has featured various pictures and videos throughout the month showing Greenbelt's Municipal Government in action on the City's social media sites. Additionally, the City has been flying the Municipal Government Works flag outside the Municipal Building during the month. Beverly Palau, the City's Public Information and Communications Coordinator, will receive the proclamation on behalf of the City.

[Municipal Government Month Proclamation 2018-evj.pdf](#)

Proclamation - Critical Infrastructure Security and Resilience Month

Suggested Action: November is Critical Infrastructure Security and Resilience Month. Dale Worley, Director of Information Technology, will accept the proclamation on behalf of the City.

[Critical Infrastructure Month-evj.pdf](#)

7. Petitions and Requests

8. Minutes

*Worksession, March 28, 2018
[WS180328ba.pdf](#)

*Worksession, April 4, 2018
[WS180404ba.pdf](#)

*Worksession, April 11, 2018
[WS180411ba.pdf](#)

*Worksession, April 18, 2018
[WS180418ba.pdf](#)

*Worksession, April 30, 2018
[WS180430ba.pdf](#)

*Worksession, May 9, 2018
[WS180509ba.pdf](#)

*Regular Meeting, May 29, 2018
[RM180529ba.pdf](#)

*Regular Meeting, June 4, 2018
[RM180604ba.pdf](#)

*Regular Meeting, June 18, 2018
[RM180618ba.pdf](#)

*Worksession, June 20, 2018
[WS180620ba.pdf](#)

*Worksession, July 18, 2018
[WS180718.pdf](#)

*Interview, September 11, 2018
[INT180911.pdf](#)

*Special Meeting, September 19, 2018
[SM180919.pdf](#)

*Interview, September 24, 2018
[INT180924.pdf](#)

*Regular Meeting, October 8, 2018
[RM181008.pdf](#)

*Special Meeting, October 10, 2018
[SM181010.pdf](#)

*Interview, October 15, 2018
[INT181015.pdf](#)

*Interview, October 22, 2018
[INT181022.pdf](#)

9. Administrative Reports

10. Committee Reports

*Community Relations Advisory Board (CRAB) Report 2018-2 (Community Pledge)

Suggested Action: It is recommended Council accept this report and consider it on the next agenda.

[Report 2018-2 Final.pdf](#)

*Board of Elections Report #18-1, (Recommendation to Amend Chapter 8 "Elections" Section of the City Code)

Suggested Action: It is recommended Council accept this report and consider it on the next agenda.

[BOE-Report18-1.pdf](#)

[Ord13XX_Chapter 8 Elections.pdf](#)

III. LEGISLATION

IV. OTHER BUSINESS

11. Grant for Mishkan Torah

Suggested Action: This item was requested by Councilmember Byrd. The motion would be to issue a \$500 block grant to Mishkan Torah to support efforts to boost security and to help meet any other needs at the Greenbelt synagogue, following the massacre of eleven at the Tree of Life synagogue in Pittsburgh, P.A.

12. *Reappointment to Advisory Group

Suggested Action: Reference: Code of Conduct

Michael Lee has indicated his desire to be reappointed to a new term on the Park and Recreation Advisory Board (PRAB). Approval of this item on the consent agenda will indicate Council's intent to reappoint Mr. Lee to a new term.

[M. Lee.pdf](#)

13. *Appointments to Advisory Groups

Suggested Action: Reference: Applications

Council interviewed Warren Wilcox for appointment to the Senior Citizen Advisory Committee (SCAC) and Efrat (Effie) Levner for appointment to the Arts Advisory Board (AAB). The applicants have attended a meeting of the advisory groups. Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Wilcox to the SCAC and Ms. Levner to AAB.

[W. Wilcox.pdf](#)

[E. Levner.pdf](#)

14. Council Activities

Suggested Action: Council will report on activities and events recently attended. (If time allows.)

15. Council Reports

Suggested Action: Council will report on activities and events recently attended. (If time allows.)

V. MEETINGS

Meeting
[meetings.pdf](#)

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Proclamation

Agenda Section:

Subject:

Municipal Government Works Month Proclamation

Suggested Action:

November is Municipal Government month. In recognition of the event, the City sponsors many activities that display government in action, including the Community Health and Wellness Fair, Walk to School Day, "If I Were Mayor" contest for fourth grade students, Welcome Packet program, Fall Fest, Costume Parade, Shredding Event and Electronics Recycling event, and has featured various pictures and videos throughout the month showing Greenbelt's Municipal Government in action on the City's social media sites. Additionally, the City has been flying the Municipal Government Works flag outside the Municipal Building during the month. Beverly Palau, the City's Public Information and Communications Coordinator, will receive the proclamation on behalf of the City.

Attachments:

[Municipal Government Month Proclamation 2018-evj.pdf](#)

PROCLAMATION

WHEREAS, there are 157 municipalities in the State of Maryland, and municipal residents account for more than one-third of our state's population; and

WHEREAS, municipalities represent the most responsive level of government, allowing citizens to have direct access to their elected officials; and

WHEREAS, Greenbelt, like other municipalities, strives to enhance its citizens' quality of life by providing a full range of services and programs, including police, public works, social services, recreation, planning and community development, administration, and finance; and

WHEREAS, in conjunction with Municipal Government Month, the City flies the Municipal Government flag at the Municipal Building and throughout the year sponsors many activities, including the Community Health and Wellness Fair, the Walk to School Day, the "If I Were Mayor" contest for fourth grade students, FallFest, The Costume Parade and Electronics Recycling among others, and will feature pictures and videos throughout this month showing Greenbelt's Municipal Government in action on the City's social media sites.

NOW, THEREFORE, I, Emmett V. Jordan, by the authority vested in me by the citizens and City Council of Greenbelt, do hereby proclaim November 2018 to be

MUNICIPAL GOVERNMENT MONTH

in the City of Greenbelt and join Maryland Municipal League sister cities and towns in educating our residents about local government and in celebrating the importance and success of municipal government throughout our state.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 13th day of November 2018.

EMMETT V. JORDAN
Mayor

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: David Moran

Submitting Department: Administration

Item Type: Proclamation

Agenda Section:

Subject:

Proclamation - Critical Infrastructure Security and Resilience Month

Suggested Action:

November is Critical Infrastructure Security and Resilience Month. Dale Worley, Director of Information Technology, will accept the proclamation on behalf of the City.

Attachments:

[Critical Infrastructure Month-evj.pdf](#)

PROCLAMATION

WHEREAS, “Critical Infrastructure Security and Resilience Month” creates an opportunity for residents of Greenbelt to consider the role of infrastructure in sustaining in our daily lives, and that protecting our infrastructure resources is a national imperative; and

WHEREAS, the Nation’s critical infrastructure supports our economy and well-being and that keeping infrastructure secure, functional, and resilient requires a unified, national effort; and

WHEREAS, managing and mitigating risks to infrastructure from physical threats and cyber vulnerabilities requires shared responsibility and coordination; and

WHEREAS, partnerships between State, local, tribal and territorial governments, Federal agencies, and the private sector makes good business sense; and

WHEREAS, all residents of Greenbelt can get involved and do their part at home and at work to protect local critical infrastructure by being prepared for hazards and by reporting suspicious activities; and

NOW THEREFORE, BE IT RESOLVED I, Emmett V. Jordan, by the authority vested in me by the citizens and City Council of Greenbelt do hereby proclaim November 2018 as

CRITICAL INFRASTRUCTURE SECURITY AND RESILIENCE MONTH

and encourage all residents to support the national effort to strengthen critical infrastructure security by learning about infrastructure security and resilience by visiting www.dhs.gov/critical-infrastructure.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 13th day of November 2018.

EMMETT V. JORDAN
Mayor

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Worksession, March 28, 2018

Suggested Action:

Attachments:

[WS180328ba.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, March 28, 2018, to discuss the Budget Overview, Revenues & General Government/ Other Funds/ Non-Departmental & Fund Transfers.

Mayor Jordan started the meeting at 7:37 p.m. The meeting was held in the Community Center, Room 201.

PRESENT WERE: Judith F. Davis, Leta M. Mach, Colin A. Byrd, Edward V. J. Putens, Rodney M. Roberts and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Nicole Ard, City Manager; David Moran, Assistant City Manager; Jeffrey Williams, Finance Director; Dale Worley, IT Director; Beverly Palau, Public Information and Communications Coordinator and Bonita Anderson, City Clerk.

ALSO PRESENT: Bill Orleans

Overview

Ms. Ard noted a correction to the proposed budget to reflect that the police clearance should be 23%. With the correction in the proposed FY 2019 budget, there will be no changes to the city's tax rate and no increase in the fee for trash and recycling. She proposed increasing the fee for each pool passes by 3% and increasing the daily admission rate by \$0.25 cents. There was discussion about the overview of the total expenditures for the proposed Fiscal Year 2019, totaling \$29.8 million, an increase of 5.2 % over the current fiscal year. The increase came from the development of Greenbelt Station. The City's employees will receive a 2% cost of living adjustment (COLA), as well as a merit increase that is based on their performance review. The City's current health insurance provider premiums have increased by 13%. The City plans on trying to negotiate a lower rate or to find a less expensive provider. Ms. Ard also proposed the creation of three additional positions which will consist of a fulltime Economic Development Coordinator, a part-time Volunteer Coordinator and a part-time Mobility Coordinator.

Other significant costs include the purchase of eight new police vehicles, an allocation of \$140,000 for Economic Development, \$30,000 for security cameras and \$40,000 for the development or acquisition of an electronic payroll system. Ms. Ard suggested purchasing several items using the replacement reserve, which are funds that were set aside for the replacement of durable equipment. In FY19, she anticipates purchasing two electric sedans, a skid-steer loader, a pickup truck, a garbage truck and new exercise bikes for the fitness center. In addition, she proposed that the City purchase a new van for the Greenbelt Connection. The previous bus was destroyed by fire and since then, the City has been borrowing Berwyn Heights's bus.

There was discussion concerning abatements. The Council would like to know what other municipalities' abatement processes are. Mr. Putens asked Mr. Williams when the City learns about the status of their abatements. Mr. Williams replied that the City receives a financial report from Prince George's County. Ms. Pope mentioned that Franklin Park had pulled a few

buildings out of service for renovations, which should increase their income value. She also stated that the City will need someone to work on abatements that has knowledge of appraisals.

Mayor Jordan asked the staff about the status of the bond bill. Mr. Moran replied that the City will receive notification in a couple of weeks, after passage of the County budget, once a decision is made.

The proposed budget allocates \$5 million for various capital projects including resurfacing parts of Ridge Road, Ora Glen Drive and Hanover Drive, replacing the heating/ air conditioning and ventilation equipment at the Old Greenbelt Theatre (\$320,000), making State mandated repairs to the Greenbelt Lake dam (\$2.3 million) and funding the WMATA Connection Trail. Ms. Ard also mentioned that the City will be transferring monies from the general fund to the 2001 bond fund. The bond fund had a negative balance due to cost overruns on the Public Works facility, renovations to both the Old Greenbelt Theatre and the Springhill Lake Recreation Center, and for traffic safety improvements in Greenbelt East.

General Fund

Mayor Jordan went over each section of the previous year's adopted budget and estimated transactions in addition to the proposed fiscal year 2019 budget. Ms. Mach inquired about the increase in the fines and forfeitures and miscellaneous revenues section. Mr. Williams stated that the total revenues in FY 2016 were low due to \$1.4M in abatements. He stated that the City's FY 2017 and FY 2018 budgets exceeded a little over \$100,000, which is .5%, and that the proposed FY 2019 is looking good due to the increase in real estate taxes. He also indicated relocating Animal Control and Code Enforcement under Community Service Department and that the summary of the funds from FY 2016 to present will also relocate to the Community Service Development section.

Mr. Williams explained the assessable base in detail and explained how the City determines this estimation. He noted that the additions were largely due to Greenbelt Station.

Mr. Williams briefly reviewed the sources of revenue narrative. There was a correction to the Homestead Property Tax Credit, which should read \$206,800, for FY 2019. Mr. Williams indicated four changes in the Service Charges section. There is \$1,553,500 for the estimated fee-based recreation revenues for FY 2018, \$1,540,600 for the proposed revenues for FY 2019, and the Aquatic and Fitness Center revenue in FY 2018 and FY 2019 are estimated at \$598,000 and \$603,000 due to the proposed increase for daily admission and passes.

Mr. Williams indicated that changes to the Fund Balance of the General Fund is projected to be 14.5 at the close of FY 2018 and that in FY 2019, the fund balance will decline 0.7%. He anticipates a 2% cost of living increase (COLA) for all classified employees and a 3% merit increase at the anniversary of each employee's hire date. The proposed cost of the COLA and merit pay is \$215,000 and \$240,000. He also stated that there is a projected 13% increase for health insurance premiums. The LGIT insurance premium project increase for FY 2019 is \$13,900 or 8.3%, which is based on a three-year average of actual claims that proceeded the current fiscal year.

Mr. Byrd inquired about the type of vehicles that the City Police use and how often the vehicles are replaced. Mr. Williams replied that the City Police use Ford Interceptors and that replacement of vehicles occurs approximately every 7 to 8 years.

Mayor Jordan proceeded to the general fund summary expenditures section of the proposed budget. Mr. Williams indicated that line items 220, Community Development and 330, Animal Control were zeroed out. The line items were relocated under the Community Services section as line item 540, Community Development and line item 550, Animal Control.

Ms. Davis indicated that the title for the Assistant City Manager was missing from the organizational chart. Mr. Williams discussed the Summary of Changes to the General Fund expenditures page.

Ms. Davis inquired about the structure of the Community Services Department. Ms. Ard also stated that she proposed a reorganization of the City government by adding a Department of Community Services which will be composed of Greenbelt CARES, the Greenbelt Assistance in Living (GAIL) program, Animal Control and Code Enforcement. She explained the function of the Community Services Department. Mr. Roberts expressed his concerns about moving Code Enforcement and Animal Control under Greenbelt Cares.

General Government

Council reviewed the accomplishments for FY 2018. Ms. Ard and Ms. Palau provided Council with an overview of the FY 2019 goals, which will include implementation of additional surveillance cameras, upgrading the City's website and modification to the agenda packet with multiple users input.

Mr. Putens inquired about the Comcast franchise negotiations. Mr. Worley mentioned meeting with a Federal Arbitrator. Ms. Palau stated that the City is in good shape with the franchise.

Ms. Davis inquired about the part-time Production Assistant/Camera Operator.

Mr. Williams stated that there is a proposed reclassification within his department.

Mayor Jordan proceeded to the Finance and Administrative Services-Performance Measures section. There were no comments from the Council.

Ms. Davis and Mayor Jordan commented on the Information Technology section of the proposed FY 2019 budget. Mr. Worley stated that the numbers shown are comparable to other larger municipalities.

Mr. Byrd inquired about the sale of municipal bonds. Mr. Williams stated that the City hasn't sold bonds in over 20 years. He also stated that the City has approached banks with favorable rates.

Council inquired about the replacement of the station bicycles at the GAFC. Mr. Moran replied that the bicycles need to be replaced and that the City will hold on to the ones that are in decent condition.

Ms. Palau replied to Ms. Davis's question about GATE's submission of their annual report.

There were informational items discussed.

The meeting ended at 11:02 pm.

Respectfully submitted,

*Bonita Anderson
City Clerk*

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Worksession, April 4, 2018

Suggested Action:

Attachments:

[WS180404ba.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, April 4, 2018, to discuss the Misc. Museum/Grants and Contributions, FY 2019 Proposed Budget.

Mayor Jordan started the meeting at 7:30 p.m. The meeting was held in the Recreation Center at Springhill Lake.

PRESENT WERE: Councilmembers Judith F. Davis, Colin A. Byrd, Leta M. Mach and Mayor Emmett V. Jordan. Councilmembers Silke I. Pope arrived at 7:41 and Rodney M. Roberts arrived at 7:57 p.m. Councilmember Edward V. J. Putens was unable to attend.

STAFF PRESENT WERE: Nicole Ard, City Manager; David Moran, Assistant City Manager; Jeffrey Williams, City Treasurer; Megan Searing-Young, Museum Curator and Bonita Anderson, City Clerk.

ALSO PRESENT WERE: Lisa Ealey, College Park Meals on Wheels; Megan Young, Friends of the Greenbelt Museum; Diane Oberg, Greenbelt News Review; Ric Gordon, and others.

Grants and Contributions

Lisa Ealey reported that the City of Greenbelt is one of their largest clients and that they also deliver meals to residents of Beltsville, Berwyn Heights, Bladensburg, College Park, and Riverdale Park. She stated that the participants are charged \$5 per day for three meals on weekdays. Ms. Davis suggested earmarking \$2,000 in grant funding for the Meals on Wheels program.

Ms. Davis requested that the increase of the contribution to Meals on Wheels, by \$1,000, be placed on the list of possible budget changes. There was no discussion regarding the contribution to Greenbelt Intergenerational Volunteer Exchange Service (GIVES) or Washington Ear. Ms. Davis noted that the City's GIVES contribution is used by the organization to pay for their insurance. The Council will continue funding both programs for the upcoming fiscal year, FY2019.

Friends of the Greenbelt Museum (FOGM)

Megan Young reported some of the actions taken by FOGM, following last year's extensive water damage. They were able to hire a professional conservator to work on damaged artwork. They also installed a new alarm system that would detect water leaks and cold temperatures. In the incident that caused the flood, the water leak was not detected until two days after it occurred. The City Manager's proposed budget included an increase of funding by 11%. City Manager Ard reported the need for additional funding for off-site storage and a salary increase for Ms. Young, along with benefits. In addition, in the miscellaneous budget item, \$7,000 is allocated for the establishment of a visitor and education center at 10-A Crescent Road. The Friends of Greenbelt Museum are proposing to sell naming rights for the various museum rooms to raise support funding.

Several informational items were discussed.

The meeting ended at 9:13 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Worksession, April 11, 2018

Suggested Action:

Attachments:

[WS180411ba.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, April 11, 2018, to discuss the Public Safety Budget.

Mayor Jordan started the meeting at 7:34 p.m. The meeting was held in the Recreation Center at Springhill Lake.

PRESENT WERE: Judith F. Davis, Leta M. Mach, Silke I. Pope, Colin A. Byrd, Edward V. J. Putens, Rodney M. Roberts and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Nicole Ard, City Manager; David Moran, Assistant City Manager; Jeffrey Williams, Finance Director; Beverly Palau, Communication Specialist and Bonita Anderson, City Clerk.

ALSO PRESENT WERE: Public Safety Personnel - Acting Chief Kemp, Capt. Gordon Pracht, Sgt. Tim White; Lisa Hegwood, Greenbelt Community Emergency Rescue Team (GCERT); Dr. Laura Kressler, Greenbelt Community Animal Response Team (GCART) members - President John Wynkoop and Deputy Chief Gigiliotti, Greenbelt Volunteer Fire Department and Rescue Squad; Jim Giese, News Review; Ric Gordon, and Bill Orleans.

Greenbelt Volunteer Fire Department and Rescue Squad (GVFDRS)

Mayor Jordan stated that the funds for the Greenbelt Volunteer Fire Department and Rescue Squad had been established to assist with the replacement of fire and rescue equipment. The funds can only be used when other funding sources are determined, by the City Council, to be insufficient. The funds are held by the City until approved, for expenditure, by the Council.

City Manager Ard proposed funding in the amount of \$130,000 for the GVFDRS in the fiscal year 2019 proposed budget.

President Wynkoop and Deputy Chief Gigiliotti reviewed the GVFDRS's operating budget. GVFDRS currently has two ambulances, one that belongs to Prince George's County and the other one belongs to the City. The projected funds needed to supplement the cost of a 2018 Ford F550 Ambulance is approximately \$280,000. They noted that the agreement, for the 2018 ambulance, had been signed. The City will own both ambulances upon the Council's approval of the funding in the FY 2019 budget.

President Wynkoop requested additional funding for the apparatus replacement fund. He noted that the proposed cost is \$153,000. President Wynkoop stated that they are requesting a total of \$283,000. Council suggested possibly allocating up to \$130,000 to fund the new ambulance.

Greenbelt's Citizens Emergency Response Team & Community Animal Response Team

Laura Kressler presented their funding request that will support the organizations' activities, including T-shirts, and supplies. She summarized their goals and accomplishments during the past year. Dr. Kressler presented the funding request for CART to the Council. They are seeking \$12,000, to purchase an AKC trailer. The AKC Reunite Fund will provide a \$10,000

donation towards this purchase. The trailer will come with the logos of supporting businesses on one side. Having logos placed on both sides of the new trailer would cost approximately \$1,000. Council agreed to add this request to their budget wish list, from which the council will make additions to the budget, should any extra funds become available between now and budget adoption. Council inquired about the Public Safety Advisory Committee funding request. Mr. Williams replied that it was the same as the year before. Councilmember Rodney Roberts stated that he thought the cost for logos was too high. Councilmember Judith Davis advocated doing more fundraising so that the supporting businesses would have recognition on both sides.

Police Department

Council reviewed the Public Safety section of the proposed budget page by page. Acting Chief Kemp reported the number of vacancies within the department, due to employees retiring and leaving for other departments. He stated that he felt the department would be more proactive and more able to deal with crime with increased manpower. Capt. Pracht provided statistics on a recent hiring process for new officers. There were a large number of applications received and there were applicants who responded to the invitation to take the exam. He also noted that the cost to hire a police officer, including benefits and outfitting them with equipment, is \$84,000 (excluding the cost of a vehicle). Acting Chief Kemp provided the Council with city-wide crime statistics. He also gave a comparison of their average response time, in comparison to the County. Council expressed their concerns.

Several informational items were discussed.

The meeting ended at 11:33 pm.

Respectfully submitted,

*Bonita Anderson
City Clerk*

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Worksession, April 18, 2018

Suggested Action:

Attachments:

[WS180418ba.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, April 18, 2018, with Public Works/Capital Projects.

Mayor Jordan started the meeting at 7:32 p.m. The meeting was held at Greenbriar Community Building.

PRESENT WERE: Councilmembers Judith F. Davis, Colin A. Byrd, Silke I. Pope, Rodney M. Roberts, Edward V. J. Putens and Mayor Emmett V. Jordan. Ms. Leta M. Mach was on travel.

STAFF PRESENT WERE: David Moran, Assistant City Manager; Jim Sterling, Director of Public Works; Brian Kim, Assistant Director of Public Works; Dr. Luisa Robles, Sustainability Coordinator; Brian Townsend, Assistant Director of Public Works; Jeff Williams, City Treasurer and Bonita Anderson, City Clerk.

ALSO PRESENT WERE: Jim Giese, Greenbelt News Review.

Public Works

Mr. Sterling gave an overview of the strategic plan, which included the mission, value statements, goals and accomplishments for the Public Works Department. He also stated that Jason Martin will be working with College Park, to gain additional knowledge on implementing a GIS inventory for the City. Mayor Jordan inquired about the Complete Street Policy. Mr. Sterling stated that the Planning Department is drafting the policy, and that the Public Works Department will review the policy. He provided the Council with an update about the Tree City USA designation and that the City is the second highest in the State to obtain 600 points for the Sustainable Maryland Certified program. Mr. Roberts inquired about Public Works obtaining a cost estimate to get rid of debris by Northway Fields. He stated that the debris is not safe material for the environment and that the City shouldn't stockpile it at the field. Mr. Sterling stated that the debris is temporarily stored there until it is taken to a recycling location. Dr. Robles mentioned the accomplishment of the goal to renew the Maryland Smart Energy Community designation by utilizing the greenhouse gas calculation methodology of the International Council for Local Environmental Initiatives. The City receives grant funding from the Maryland Energy Administration for energy efficiency improvements. The funds were used for the purchase of an electric vehicle and a vehicle charging station. The \$58,500 grant that was awarded to the City for solar panels, that were installed at the Springhill Lake Recreation Center, was also mentioned.

There is a proposed expenditure of \$320,000 for the replacement of the roof and the HVAC system at the city-owned Old Greenbelt Theatre. Another \$65,000 is budgeted for replacing a heat exchanger and piping at the Aquatic & Fitness Center.

The proposed FY 2019 budget contribution to the fund is \$350,000. Proposed purchases are as follows: handguns for the police, two electric sedans, a skid street loader, a pick-up truck, exercise bikes for the Fitness Center, a dump body for a park's truck and a refuse packer truck. Funds have also been budgeted for a 12-passenger van with a wheelchair lift for the Greenbelt Connection. This is to replace a bus that was provided to the City, by the County, from grant funds they received. That bus was destroyed when it caught fire. The City had hoped that the County would provide a replacement, but this may not happen.

Capital Projects

Council and staff reviewed and discussed the proposed Capital Projects Fund expenditures that were estimated to be \$5,195,800. The following are the proposed projects:

- *Street Resurfacing – \$603,800*
- *Miscellaneous Concrete – \$50,000*
- *Playground Improvements – \$51,700*
- *Pedestrian/Bike Improvements – \$20,000*
- *MEA Energy Efficiency Improvements – \$56,000*
- *Bus Stop Accessibility Study – \$20,000*
- *Outdoor Pool White Coat – \$54,600*
- *Greenbelt Lake Dam Repairs – \$2,285,000*
- *Breezewood Drive – \$128,200*
- *Animal Control Cages – \$5,000*
- *Greenbrook Trails – \$16,000*
- *Second Dog Park – \$15,000*
- *Aquatic & Fitness Center Ductwork – \$65,000*
- *WMATA Trail – \$1,000,000*
- *Sculpture Repair – \$39,500*
- *Theater Roof & HVAC – \$320,000*
- *Cherrywood Lane Green Street Design – \$86,000*
- *Greenbelt West 285 Land Acquisition – \$380,000*

There was additional discussion about the need for additional funding for the following: security cameras at Schrom Hills Park, an additional dog park and painting the exterior of the Community Center.

Ms. Davis read a question on behalf of Ms. Mach about the sculpture repair. Mr. Moran replied that the repair includes repainting the windows. Mayor Jordan inquired about funding from the Chesapeake Bay Trust. Mr. Moran replied that the City will need to spend the existing funding before requesting additional funds.

There was discussion about the budgeted amount of \$380,000 for the Program Open Space (POS) funds. Mr. Moran mentioned that the City is not proposing to spend any POS funds for this fiscal year.

Informational Items

Several informational items were discussed.

The meeting ended at 11:00 p.m.

Respectfully Submitted,

*Bonita Anderson
City Clerk*

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Worksession, April 30, 2018

Suggested Action:

Attachments:

[WS180430ba.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, April 30, 2018, to review the Community Services/Planning/Economic Development sections of the proposed FY 2019 Budget.

Mayor Jordan started the meeting at 7:36 p.m. The meeting was held in the Council Room of the Municipal Building.

PRESENT WERE: Councilmembers Judith F. Davis, Colin A. Byrd, Leta M. Mach, Silke I. Pope, Rodney M. Roberts, Edward V. J. Putens and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Nicole Ard, City Manager; David Moran, Assistant City Manager; Jeff Williams, City Treasurer; Dr. Elizabeth Park, Director of Greenbelt CARES; Christal Batey, Community Resource Advocate; Terri Hruby, Director of Planning and Community Development; Greg Verde, Assistant Director of Recreation; Joe McNeal, Assistant Director of Recreation; Gilbert Cabrera, Code Enforcement Officer and Bonita Anderson, City Clerk.

ALSO PRESENT WERE: Bill Orleans and Chris White.

Ms. Ard gave an overview of the FY2019 Budget recommendation for restructuring the organization. She proposed creating a new department that will be called Community Services. It would include Greenbelt CARES, Youth and Family Service, Greenbelt Assistance in Living Program (GAIL), Community Development and Animal Control. This new department will provide community services to the citizens.

Mayor Jordan read over the mission for the strategic plan of the Community Services, provided by Dr. Park, that was based on Ms. Ard's vision for the Community Services. The Council reviewed the community service dash scale. Dr. Park provided an overview of the youth and family counseling program that is dedicated to promoting responsible behavior, appropriate family management skills and responding to the special needs of Greenbelt citizens. She also reviewed some of the accomplishments of the program which currently serves over 175 formal counseling clients. The counseling staff and graduate interns conduct alcohol or drug assessments for over 60 individuals who are students suspended from school for these offenses. CARES staff and interns provided clinical services to more than 400 adults and children, but demands continue to grow. Many requests from Spanish-speaking families had to be referred elsewhere because Greenbelt CARES does not have a Spanish-speaking counselor.

Dr. Park mentioned that the County has very few resources for treating adolescents with substance-use problems and Greenbelt CARES has difficulty making referrals in this area. She also mentioned that due to the increased need for substance-use services, two staff members are now trained in a clinical model to address adolescent substance-use issues. They are training others on how to administer NARCAN, used for individuals who overdose. Ms. Davis asked about the attendance of the NARCAN training. Dr. Park stated that it was well attended.

It was mentioned that the Greenbelt CARES tutoring and GED programs continue to be well attended.

Ms. Batey stated that the Greenbelt Assistance in Living (GAIL) program has continued to be a success with all of its mainstream programs, such as the Caregivers Support Group, Memory Support Group, working with groups around Prince George's County that are developing Aging

in Place programs, and participating in the Capital Area Food Bank's food distribution program. GAIL also works with hoarding situations and trains other city employees in this area. She also discussed redefining staff positions in the program. Ms. Batey mentioned that, since 2008, there are people who need assistance now that were not in need of assistance before. There has been a change at Green Ridge House, which was originally intended to serve the housing needs of Greenbelt's older population. Currently there are younger residents and applicants with disabilities who are now clients. She also stated that there is little housing in the County for disabled people under 65.

The Memory Café, which is organized and managed by Sharon Johnson and an intern, currently has 15 participants. There was additional discussion about the challenges of filling the Geriatric Case Manager position. Currently Ms. Johnson and Greenbelt CARES take on the duties of this position. Ms. Batey gave an overview of the services provided to the citizens and their process. They rely on volunteers and interns. They provide diapers and nursing services to parents. The staff at Green Ridge House assists with the Spanish speaking clients. The volume of Spanish speaking people has increased. The number of interns has decreased. The community health program and community science program have been split since the science program doesn't require community services. This year will be the first time in nine years without interns.

Mr. Williams indicated that the mortgage for Green Ridge House was paid off in November 2017. The roof and both elevators at Green Ridge House need to be replaced.

The Crisis Intervention Counselors will continue to provide crisis coverage with the Greenbelt Police Department on weekdays while the County's crisis staff provide services at night and on weekends. It is hoped that this change will reduce turnover.

Planning

Ms. Hruby provided the Council with the Planning Work Program, which consists of the planning projects, capital projects, development review, traffic/safety improvements, code enforcement, administration, permit comparison and the housing data for the City.

Ms. Davis inquired about the number of studies that have been ongoing, in the planning department, that could potentially have budget implications and that it would be helpful for the Council to be informed of their status. Traffic matters included a study to improve flow at the intersection of Greenbelt Road and Lakecrest Drive and ongoing issues with drivers not stopping at stop signs in other locations. Mayor Jordan said that he was getting impatient with the County's progress concerning the bike sharing program and suggested to Ms. Hruby that the City look into other options. Items noted under capital projects included grant funding for the restoration of the Mother and Child statue and the approaching final stages of the project to install gateway signs throughout the city. Ms. Hruby confirmed that everything was on schedule for the dedication, during Greenbelt Day Weekend, of what will be called the Indian Creek Trail. Ms. Davis asked about the development of the Neighborhood Conservation Overlay Zone (NCOZ) for the revised county zoning ordinance. Ms. Hruby stated that the Greenbelt Homes, Inc. (GHI) zoning committee is working actively on that. She stated that GHI makes up much of the affected residential area, so her approach is to use what GHI proposes as the basis for broadening the NCOZ to include the remaining areas. Mr. Putens suggested the addition of a full-time Assistant Planning Director position.

There was additional Council discussion about the proposed realignment of Animal Control and Code Enforcement. Mr. Roberts requested that the Council hold a meeting on the restructuring of the departments, support and logistics.

Mayor Jordan inquired about who writes grants for the various programs. Grant writing is currently done by Dr. Park and Ms. Batey. The City is unable to apply for certain grants because the City doesn't have a 501(c)3 status.

Informational items

Several informational items were discussed.

The meeting ended at 10:57 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Worksession, May 9, 2018

Suggested Action:

Attachments:

[WS180509ba.pdf](#)

BUDGET WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, May 9, 2018, to meet with the Recognition Groups to discuss the Proposed FY 2019 Budget.

Mayor Jordan started the meeting at 7:01 p.m. The meeting was held in the Room 201 of the Greenbelt Community Center.

PRESENT WERE: Councilmembers Judith F. Davis, Colin A. Byrd, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Nicole Ard, City Manager; Gregory Varda, Assistant Recreation Director; Nicole DeWald, Arts Supervisor and Bonita Anderson, City Clerk.

ALSO PRESENT WERE: Mat Arbach, Greenbelt News Review and Bill Orleans.

Council met with the following groups and people to discuss funding requests:

Greenbelt Marker Space – George Boyce represented the group. The project is a robotics class which consists of 90 children. They would like to expand their robotics program to the high school. He presented a prototype to the Council. He is requesting \$3,117 in funding. They plan on raising \$3,000 in matching funds. The recommendation of funding is \$2,000. They are now a Co-op and have 125 members. Their goal is to have 200 members.

Greenbelt Labor Day Festival Committee – No representatives were present.

Greenbelt Arts Center – Donald Cook represented the group along with John, who gave an overview of the theater space. Malca Giblin profit share is based on a 50/50 split of the profits. The family friendly programs are showing an increase in attendance. There was discussion on the strategic plan for outreach to increase the audience numbers. Ms. Davis suggested that the Arts Center have advertisement placed in the Welcome to Greenbelt bags. Mayor Jordan asked about space utilization. They do rent space at an hourly rate of \$25 per hour for Greenbelt residents and \$50 per hour for non-residents.

Center for Dynamic Community Governance – Aileen Kroll, Rev. Ray Raysor and Ms. Raysor represented the group. The goal of this project is to help Greenbriar residents address obstacles that are impacting their use of services offered by CARES and the GAIL program. They are seeking board members to represent the different areas of Greenbelt, its diverse people and culture. The organization is requesting \$12,000 for salary of a part-time Administrative Assistant, creation of Greenbelt Community Inclusion Governance Corps, compensation for trainers John Buck and Aileen Kroll, supplies, marketing and catering.

Greenbelt Swim Team – Michael (Marc) Swisdak represented the group. The swim team consists of about 90 to 100 members. There are plans to increase the membership fees. The summer session will start after Memorial Day. The membership fee is \$80 for residents. Non-Greenbelt residents must purchase a Greenbelt Aquatic and Fitness Center (GAFC) membership in addition to registration fees. There is also an end of the year Swim Banquet where everyone will receive a trophy.

Greenbelt Senior Softball – George Harrison and Paul Leeks represented the group. They are seeking sponsorship with Downtown Locker Room (DTLR). They are requesting \$900. The first home game is June 14th with Bowie. The team can be followed on their website at www.Hometeamsonline.com.

Greenbelt Concert Band – Eli Zimet, Caroline Cherrix and Tom Cherrix represented the group. The concert band is requesting operating grant funding in the amount \$500. As of March 2018, they hold a 501(c)3 status. Ms. Davis suggested to add the nonprofit status on the back of the brochure for donations. They will also put it on their website. They are willing to advertise for sponsorship contributions.

Greenbelt Soccer Alliance – David Whiteman represented the group. Mr. Whiteman indicated they have been in operation for 10 years and are seeking a fund request of \$4,500. They are currently using the field in New Carrollton because of the space and lighting. Ms. Pope suggested an additional \$700 in funding.

Greenbelt Babe Ruth – Ian Gleason represented the group. The funding request is \$4,000. The registration fee has increased from \$60 to \$80, which will cover the Umpire fees and uniforms. The season will start the week of May 21.

Greenbelt Youth Baseball – Lance Beasley and Matthew Elliott represented the group. Mr. Beasley reported that they are marketing to the surrounding areas. Background checks are conducted through the city for the volunteers. The group requested \$10,000.

The Gemz Inc. – Adeola Ariyo represented the group. Ms. Ariyo is requesting project grant funding in the amount of \$2,500. She presented to the Council the upcoming projects and events. The group has implemented a summer camp for a week, to focus on Financial and Entrepreneurship, STEAM. Ms. Mach suggested an additional \$1,000 for the program.

Greenbelt Boys & Girls Club – Orin Howard represented the group. Mr. Howard stated that their 501(c)3 has been reinstated. The Greenbelt cheerleaders are #1 nationally. The operating grant funding request is in the amount of \$15,000.

Friends of the New Deal Café Arts (FONDCA) - Chris Logan and Meg Haney represented the group. The organization currently has board members. Ms. Davis suggested that they outreach for contributions and donations. The project grant funding request is in the amount of \$2,750.

Chesapeake Education, and Arts Research Society (CHEARS) - Maggie Cahalan represented the group. The committee is recommending \$1,000. The project grant funding request is in the amount of \$1,500. Ms. Cahalan explained the funding that the group has in their reserve account.

Greenbelt Farmers Market – No representation in attendance.

Mr. Putens asked for a clear understanding of the committee panel's scoring system for

requested funding, for the program groups. Mayor Jordan would like to see a matrix or tally sheet of the line items.

Information Items – Several informational items were discussed.

The meeting ended at 10:55 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

DRAFT

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Regular Meeting, May 29, 2018

Suggested Action:

Attachments:

[RM180529ba.pdf](#)

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held Monday, May 29, 2018.

Mayor Jordan called the meeting to order at 8:00 p.m. The meeting was held in the Council Room of the Municipal Building.

PRESENT WERE: Councilmembers Judith F. Davis, Leta M. Mach, Colin A. Byrd, Silke I. Pope, Rodney M. Roberts, Edward V. J. Putens and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Nicole Ard, City Manager; Jason Deloach, City Solicitor; David Moran, Assistant City Manager and Bonita Anderson, City Clerk.

Mayor Jordan asked for a moment of silence in honor of former Greenbelt Residents Lea K. Mirabella, Robert Z. Kabczek, M.D., Joseph Costa, Richard Patrick Allen, National Guardsman Eddison Hermond and Andrew Hanko, Mayor of New Carrollton.

Ms. Davis led in the pledge of allegiance to the flag.

APPROVAL OF CONSENT AGENDA – It was moved by Mr. Putens and seconded by Ms. Davis that the consent agenda be approved. The motion carried 7-0.

Council thereby took the following actions:

Minutes:

Statement for the Record – Closed Session, May 16, 2018

Statement for the Record – Closed Session, May 23, 2018

Approved as presented.

APPROVAL OF AGENDA – Mayor Jordan added item #18, letter from Greenbelt Elementary PTA and Ms. Davis added item #19, proposed revision of the stakeholders list as informational items. It was moved by Mr. Putens and seconded by Ms. Davis that the agenda be approved as amended. The motion carried 7-0.

PRESENTATIONS

Eleanor Roosevelt High School Basketball Team – Mayor Jordan read the congratulatory letter recognizing the Eleanor Roosevelt High School Lady Raiders Basketball Team for winning the Prince George's County Championship on February 22, 2018, and the Maryland 4A State Championship on March 10, 2018. Coaches and members of the team were unable to attend.

Peace Month Proclamation – Mayor Jordan issued a proclamation recognizing the month of June as Peace Month. Alexander Barnes, Sr. received the proclamation on behalf of the Prince George's Peace & Justice Coalition. Mr. Barnes spoke about events planned for Peace Month.

NLC Experience – Mayor Jordan and Council recognized Arsalan Siddiqui and Ema Smith, students at Eleanor Roosevelt High School, who were in attendance at the National League of Cities Conference and were there to share their experience and to present their committee report.

PUBLIC HEARING –

Constant Yield Tax Rate (CYTR): Mayor Jordan read the agenda comments. He then announced the meeting was recessed at 8:28 p.m.

Brian Otts, Ridge Road, stated that he really didn't have any specifics on the CYTR. He mentioned that the staff is doing an outstanding job and that the tax rate is one of the highest in the State, which is not a bad thing. He commended the council for seeking other ways to reduce expenditures.

Ms. Ard read the CYTR advertisement for the hearing, that had been published in the May 29, 2018 Greenbelt News Review, in accordance with State Law. She also stated that the City's tax rate would be set at the FY 2019 Budget adoption at the City Council meeting on June 4, 2018, at 8:00 p.m. in the Council Room of the Municipal Building.

PUBLIC HEARING:

Proposed FY 2019 Budget: Mayor Jordan read the agenda comments. He then announced the meeting was recessed at 8:33 pm.

PETITIONS AND REQUESTS:

Bill Orleans inquired about the Green Ridge House eviction policy.

MINUTES OF COUNCIL MEETINGS:

Minutes – Closed Session of May 16, 2018: Ms. Davis moved that in accordance with the General Provisions Article, Section 3-305(b) (1) of the Annotated Code of Public General Laws of Maryland, the minutes of tonight's meeting reflect that Council met in executive session on Wednesday, May 16, 2018, at 9:24 p.m. in the Library of the Municipal Building. Council held this closed meeting in accordance with the General Provisions Article, §3-305(b) (1) of the Annotated Code of 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.

Vote to close session:

	Yes	No	Abstain	Absent
Ms. Davis	X			
Mr. Byrd	X			

Ms. Mach	X			
Ms. Pope	X			
Mr. Putens	X			
Mr. Roberts	X			
Mayor Jordan	X			

The following staff members were in attendance: Nicole Ard, City Manager; Thomas Kemp, Acting Chief of Police; and Seung Lee, Sgt. of the Greenbelt Police Department.

Council took no actions during this session.

Ms. Pope seconded.

ROLL CALL: Ms. Davis - Yes
Mr. Byrd - Yes
Ms. Mach - Yes
Ms. Pope - Yes
Mr. Putens - Yes
Mr. Roberts - Yes
Mayor Jordan - Yes

Minutes – Closed Session of May 23, 2018: Ms. Davis moved that in accordance with the General Provisions Article, Section 3-305(b) (7) of the Annotated Code of Public General Laws of Maryland, the minutes of tonight’s meeting reflect that Council reconvened the meeting from May 16th, 2018 on Wednesday, May 23, 2018, at 8:25 p.m. in the Library of the Municipal Building. Council held this closed meeting in accordance with the General Provisions Article, §3-305(b) (7) of the Annotated Code of 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.

Vote to close session:

	Yes	No	Abstain	Absent
Ms. Davis	X			
Mr. Byrd	X			
Ms. Mach	X			
Ms. Pope	X			
Mr. Putens	X			
Mr. Roberts	X			
Mayor Jordan	X			

The following staff members were in attendance: Nicole Ard, City Manager

Council took no actions during this session.

Ms. Pope seconded.

ROLL CALL: Ms. Davis	-	Yes
Mr. Byrd	-	Yes
Ms. Mach	-	Yes
Ms. Pope	-	Yes
Mr. Putens	-	Yes
Mr. Roberts	-	Yes
Mayor Jordan	-	Yes

ADMINISTRATIVE REPORTS:

Ms. Ard stated that iron arm rests had been installed on three benches located near the Municipal Building. She reminded everyone that the Public Works Open House was still on for this Saturday. Ms. Ard gave a brief listing of activities that will be held during the Greenbelt Day Weekend.

COMMITTEE REPORTS: None.

LEGISLATION

OTHER BUSINESS

Short Term Rentals: Mayor Jordan read the agenda comments. Mr. Byrd stated that this request is on behalf of the citizens of Greenbelt East Advisory Coalition (GEAC) Mr. Byrd moved that the Council direct the City Manager to have the City Solicitor draft an ordinance to regulate short term rentals. Mr. Roberts seconded the motion. The Council discussed the process and procedures before drafting an ordinance. They would like to schedule a Work Session to discuss Short Term Rentals for the City. Mr. Byrd rescinded his motion.

CB-15-2018 County Proposed Sub-Division Regulations: Mayor Jordan read the agenda comments. Ms. Hruby revised the staff recommendation that the City Council support the CB-015-2018 overall comments about streamlining the subdivision preliminary plan. The deadline to accepting comments has been extended throughout the month of June. Staff recommends that the City Council support CB-015-2018 with the condition that the Certification of Adequacy Review Process be revised to include municipal review and comment and that municipalities have an opportunity to review and comment on proposed Transportation Review Guidelines once drafted. Staff further recommends that the City Council ask for consideration of all of its comments.

Business Breakfast: Council discussed the next scheduled business breakfast. The guest speaker will be State Transportation Secretary Pete K. Rahn.

Bike Task Force Referral to the Advisory Planning Board (APB): It was moved by Mayor Jordan that a bike pedestrian task force is created to assist with updating the master plan. It was seconded by Ms. Davis. The motion carried 7-0.

It was moved by Mr. Putens to Special Order #18 and #19. It was seconded by Ms. Davis. The motion carried 7-0.

Letter from Greenbelt Elementary School's Parent Teacher Association: Mayor Jordan read the letter from the Greenbelt Elementary School's Parent Teacher Association regarding the drainage issue on school grounds. Mayor Jordan stated that the Council should send a letter of support to the Board of Education on behalf of the PTA. It was moved by Mayor Jordan to send a letter of support. It was seconded by Ms. Pope. The motion carried 7-0.

Stakeholders List: Ms. Davis suggested, to the Council revising the stakeholders list. Council will provide their modifications at the next meeting. ,

COUNCIL ACTIVITIES: Councilmembers commented on their attendance at the following events.

- Roosevelt Center Merchants' Association meeting, (Ms. Davis)
- Bike to Work Day (Mayor Jordan, Ms. Davis, Ms. Pope and Mr. Putens)
- Chesapeake Bay and Water Resources Policy Committee, Meeting and tour at WSSC, Laurel (Ms. Davis)
- Celebration of Spring, SHL Rec Center (Ms. Davis, Ms. Mach, Mr. Putens, Mr. Byrd and Ms. Pope)
- Central Maryland Transportation and Mobility Commission and RTA Partners meeting (Ms. Davis)
- Prince George's Public School Retirees Association meeting and luncheon, Bowie (Ms. Davis)
- Meeting with Julie Rodwell to discuss her future book chapter about Greenbelt (Mayor Jordan and Ms. Davis)
- Annual Prince George's County Historic Preservation Reception, Publick Playhouse, Cheverly (Ms. Davis and Ms. Mach)
- Eleanor Roosevelt High School Commencement (Ms. Davis, Mr. Byrd, Ms. Mach and Mr. Putens)
- Central Maryland Transportation & Mobility Commission, conference call (Ms. Davis)
- Prince George's County Municipal Association meeting, Riverdale Park (Mayor Jordan)
- Third Annual Heritage Film Festival, Old Greenbelt Theatre (Mayor Jordan)
- Inter Municipal Bike Pedestrian Working Group, Municipal Building (Mayor Jordan)
- Choreographer Club, In-Studio Performance (Mayor Jordan)
- Maryland Municipal League, If I were Mayor Awards Ceremony (Ms. Mach)

- COG Climate and Energy Environment Committee meeting & Metropolitan Washington Air Quality meeting (Ms. Mach)
- Cookies at the Bridge (Ms. Mach)
- College Park Airport Museum (Mr. Putens)
- St. Hughes Afternoon Tea (Mr. Putens)
- Memorial Day Service, American Legion Post 136 (Ms. Pope)

COUNCIL REPORTS: Ms. Davis will provide the Council with the report from the Chesapeake Bay and Water Resources Policy Committee, meeting, that she attended at WSSC in Laurel.

MEETINGS: Council reviewed the meeting schedule.

ADJOURNMENT: Ms. Mach moved to adjourn the meeting. Mr. Putens seconded. The motion carried 7-0.

Mayor Jordan adjourned the regular meeting of Monday, May 29, 2018, at 10:10 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the regular meeting of the City Council of Greenbelt, Maryland, held May 29, 2018.

Emmett V. Jordan
Mayor

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Regular Meeting, June 4, 2018

Suggested Action:

Attachments:

[RM180604ba.pdf](#)

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held Monday, June 4, 2018.

Call to order: Mayor Jordan started the meeting at 8:07 p.m. The meeting was held in the Council Room of the Municipal Building.

PRESENT WERE: Councilmembers Colin A. Byrd, Leta M. Mach, Rodney M. Roberts, Judith F. Davis, Silke I. Pope and Mayor Emmett V. Jordan. Councilmember Edward V. J. Putens arrived late.

STAFF PRESENT WERE: Nicole Ard, City Manager; David Moran, Assistant City Manager and Bonita Anderson, City Clerk.

Ms. Mach led in the pledge of allegiance to the flag. Mayor Jordan asked for a moment of silence.

CONSENT AGENDA – It was moved by Ms. Davis and seconded by Mr. Putens to remove the meeting minutes of 9/11/17 from the consent agenda. The motion carried 6-0.

Council thereby took the following actions:

Support of Community Investment Tax Credit for Old Greenbelt Theater: Council were in support of the application.

APPROVAL OF AGENDA – It was moved by Ms. Davis and seconded by Ms. Mach that the agenda be approved. The motion carried 6-0.

PRESENTATIONS:

Chesapeake Bay Awareness Week Proclamation: Mayor Jordan read the agenda comments.

Small Cities Month Proclamation: Mayor Jordan read the agenda comments. Ms. Pope spoke about the City.

PETITIONS AND REQUESTS:

Michael Hartman asked that the Council to consider changing the name of the petition and requests section of the agenda. He also expressed his appreciation for the new solar panels on the roof of the Spring Hill Lake Recreation building.

Bill Orleans requested a copy of the admissions policy for Green Ridge House. Mayor Jordan's replies to Mr. Orleans' request was that the City has responded to him on several occasions. Ms. Davis asked Ms. Ard to obtain the policy from Green Ridge House for discussion at the Green Ridge House Admission Work Session.

John Drago requested that the City move forward with the City Public Art Project.

Minutes of Council Meetings: None

ADMINISTRATIVE REPORTS

Ms. Ard gave notification of the retirement of K-9 Brett, who passed away. She expressed her gratitude for all who participated and attended in activities and events during the Greenbelt Day Weekend. Ms. Ard indicated that Ms. Palau submitted all the necessary information for the Small Cities.

Mr. Byrd inquired about the status of the court case. Ms. Ard was not at liberty to respond. Fox5 News recognized Greenbelt Officer Hawkins, who rescued a turtle during a rain storm.

Ms. Davis requested a departmental roster for the police department per State Law MOU requirements. Mayor Jordan asked about the status of the renovation of the council chambers. The PEG funds were used towards the renovation of the Council Chambers. Ms. Ard asked if the future honorees could attend a meeting of the council.

It was moved by Mayor Jordan to special order item #13 County Legislative CB-4-2018. It was seconded by Mr. Byrd. The motion carried (5-1) Mr. Roberts. Ms. Rosenthal and Ms. Stewart presented to the Council a petition on behalf of the Greenbelt Climate Action Network (GCAN) requesting that the City support CB-4-2018. CB-4-2018 would establish a Fair Election Fund to provide public financing for County Executive and County Council candidates. CB-4-2018 is voluntary and it would limit the contributions, a participating candidate could receive, to small donations from County residents. Ms. Rosenthal, along with members in the audience are in support of the legislation. Ms. Davis who is in support of the bill, asked where the funds will come from. Details are broken down in CB-4-2018. Ms. Stewart and the Cierra club are in support of the bill. Mr. Byrd expressed his appreciation for the support of the bill, which will alleviate developers funding of candidates. The State Board of Elections will monitor the program. All contributions will need to be disclosed by all candidates. Residents are seeking support from County Councilman Turner. It was moved by Mr. Byrd and seconded by Ms. Davis to support the County Legislation CB-4-2018. The motion carried 6-0.

It was moved by Ms. Mach to special order the rest of the agenda until the arrival of Mr. Putens. It was seconded by Ms. Davis. The motion carried (4-2) Mr. Byrd and Roberts.

Approval of Joint Use Agreement: Agenda comments were read by Mayor Jordan. It was moved by Ms. Davis and seconded by Ms. Pope. The motion carried 6-0.

MAGLEV Letters: It was moved by Mr. Byrd to send a letter asking School Board Lupi Grady and County Councilmember Todd Turner to sponsor resolution opposing the MAGLEV project and to the Congressional Delegation Hoyer, Cardin and Van Hollen to oppose the transportation funding towards the project. Ms. Pope seconded the motion. Ms. Davis stated that she is in favor of the motion. Ms. Mach stated that the letter should be sent to the entire school board. It was moved by Mayor Jordan to divide the question and to send letters to the school board and

county council. It was seconded by Ms. Davis. The motion carried (5-2) Roberts and Byrd. All were in favor of sending a letter to the school board and county council. There was additional discussion about the specific description of the Congressional. The motion carried (6-1) Mayor Jordan.

FY2019 Budget Adoption: Agenda comments were read by Mayor Jordan.

Mr. Roberts had a concern with the FY2019 Budget which reflected that Animal Control will be under Planning and Community Development and their budget funding would be under Public Safety. The majority of the Council would like for Animal Control to be under Public Safety, all were in favor except for Ms. Pope.

It was moved by Mr. Byrd and seconded by Mr. Roberts to restore the \$4,500 for the UMC shuttle bus in the budget. Council discussed the motion. The motion failed (3-4) Putens, Mach, Davis & Pope.

Mr. Putens suggested the implementation of security cameras to help with crime reduction at Schrom Hills park. Ms. Ard clarified that this is a phased out process. PSAC proposed a plan to the Council about the security cameras informing that it is a phase in process.

ADOPTION OF THE BUDGET: Mayor Jordan read the agenda comments.

Mayor Jordan moved the following changes to General Fund Revenues. Ms. Davis seconded. The motion carried (vote 6-1) Mr. Putens.

General Fund Revenues

Account	Description	From	To	Change
Other Taxes	Highway User Revenue Increase	\$4,278,900	\$4,313,400	\$34,500
Intergovernmental	State Aid for Police Protection decrease	1,068,600	1,053,600	(15,000)
	Total General Fund Revenue	\$29,862,200	\$29,881,700	(\$19,500)

Ms. Davis moved the following changes to General Fund Expenditures – Administration, Finance & Administrative Services and Information Technology. Ms. Mach seconded. The motion carried (vote 6-1) Mr. Putens.

General Fund Expenditures

General Government				
Account #	Description	From	To	Change
120-28	Health insurance reduction	\$224,700	\$221,700	(\$3,000)

140-01	Additional HR Staff (3/4 year)	614,700	685,900	71,200
140-28	Health insurance reduction	211,700	208,700	(3,000)
145-28	Health insurance reduction	170,900	167,900	(3,000)
190-01	Public Information Specialist from part-time to full-time (\$28,000), and Camera Operator & Interpreters for Wednesday (\$15,000)	132,700	175,700	43,000
	Total Administration	\$3,308,000	\$3,413,200	\$105,200

Mr. Byrd moved the following changes to Planning and Community Development. Ms. Pope seconded. The motion carried (vote 6-1) Mr. Putens.

Planning & Community Development				
Account #	Description	From	To	Change
210-01	Allocate pay adjustment	\$556,100	\$581,100	\$25,000
210-30	Transfer professional services to salaries	100,000	0	(100,000)
220-All	Transfer Community Development from Community Services	0	482,700	482,700
145-01	Allocate pay adjustment	\$354,200	\$369,200	\$15,000
	Total Planning & Community Development	\$432,100	\$939,800	\$507,700

Ms. Pope moved the following changes to Public Safety. Ms. Davis seconded. The motion carried (vote 6-1) Mr. Putens.

Public Safety				
Account #	Description	From	To	Change
310-28	Health insurance reduction	\$2,729,800	\$2,689,800	(\$40,000)
310-52	Police bicycles	74,000	80,000	6,000
330-All	Transfer to Animal Control from Community Services	0	239,100	239,100
330-01	Add'l staff – Animal Control Supervisor (3/4 year)	116,400	180,200	63,800
	Total Planning	\$10,934,300	\$11,203,200	\$268,900

Ms. Mach moved the following changes to Public Works. Ms. Davis seconded. The motion carried (vote 5-2) Putens & Roberts.

Public Works				
Account #	Description	From	To	Change
410-28	Health insurance reduction	\$246,200	\$257,200	(\$9,000)
440-28	Health insurance reduction	177,200	175,200	(2,000)
450-28	Health insurance reduction	199,000	197,000	(2,000)
470-06	Cleaning staff for theater	47,000	81,500	24,500
	Total Public Works	\$3,661,000	\$3,682,000	\$21,500

Ms. Pope moved the following changes to Greenbelt CARES. Mr. Putens seconded. The motion carried (vote 5-2) Mach & Roberts.

Greenbelt CARES				
Account #	Description	From	To	Change
510-01	Reduce salaries expected to support change in organization	\$557,000	\$547,000	(\$10,000)
540-All	Transfer Community Development from CARES to Planning & Community Development	482,700	0	(482,700)
550-All	Transfer Animal Control to Public Safety	239,100	0	(239,100)
	Total Greenbelt CARES	\$1,975,000	\$1,243,200	(\$731,800)

Mr. Putens moved the following changes to Recreation & Parks. Mr. Roberts seconded. The motion carried (vote 5-2) Putens & Roberts.

Recreation & Parks				
Account #	Description	From	To	Change
610-28	Health insurance reduction	\$180,400	\$176,400	(\$4,000)
650-28	Health insurance reduction	128,700	126,700	(2,000)
660-28	Health insurance reduction	134,900	132,900	(2,000)
700-63	Indian Creek tree buffer	15,600	30,600	15,000
	Total Recreation & Parks	\$5,952,500	\$5,959,500	\$7,000

Mayor Jordan moved the following changes to Miscellaneous. Ms. Mach seconded. The motion carried (vote 6-1) Putens.

Miscellaneous				
Account #	Description	From	To	Change
910-68	Increase contributions to Concert Band - \$500, GEMS - \$500, Greenbelt Soccer Alliance - \$500, and Maker Space - \$500	\$86,300	\$88,300	\$2,000
	Total Miscellaneous	\$342,200	\$344,200	\$2,000

Ms. Davis moved the following changes to Non-Departmental. Ms. Pope seconded. The motion carried (vote 4-3) Byrd, Putens &. Roberts.

Non-Departmental				
Account #	Description	From	To	Change
990-33	Workers' compensation insurance decrease	\$723,000	\$653,000	(\$70,000)
990-58	Cancel University of Maryland shuttle	72,000	67,600	(4,500)
	Total Non-Departmental	\$902,000	\$827,500	(\$74,500)

Mr. Byrd moved the following changes to Fund Transfers. Ms. Pope seconded. The motion carried (vote 6-1) Putens.

Funds Transfers				
Account #	Description	From	To	Change
995-83	Increase Capital Projects Fund transfer for Dog Park	\$800,000	\$815,000	\$15,000
	Total Fund Transfers	\$2,355,000	\$2,370,000	\$15,000

Ms. Pope moved the following changes to Total General Fund Expenditures. Ms. Davis seconded. The motion carried (vote 6-1) Putens.

Total General Fund Expenditures				
	Description	From	To	Change
	Total General Fund Expenditures	\$29,862,200	\$29,983,200	\$121,000

Committee Reports: None

LEGISLATION

An Ordinance To Adopt The General Fund, Building Capital Reserve Fund, Cemetery Fund, Debt Service Fund, Replacement Fund, Special Projects Fund, Green Ridge House Fund, Capital Projects Fund, 2001 Bond Fund, Community Development Block Grant Fund And Greenbelt West Infrastructure Fund Budgets For The City Of Greenbelt, Maryland, To Appropriate Funds And Establish Real Estate And Personal Property Tax Rates For The Fiscal Year 2019 Beginning July 1, 2018 And Including June 30, 2019: Mayor Jordan read the agenda comments.

Mr. Byrd introduced the ordinance for first reading and moved for suspension of the rules in order to allow second reading and passage of the ordinance tonight. Ms. Mach seconded the motion.

ROLL CALL:	Ms. Davis	-	Yes
	Mr. Byrd	-	Yes
	Ms. Mach	-	Yes
	Ms. Pope	-	Yes
	Mr. Putens	-	Yes
	Mr. Roberts	-	Yes

Mr. Byrd introduced the ordinance for second reading and moved that it be adopted. Ms. Pope seconded.

ROLL CALL:	Ms. Davis	-	Yes
	Mr. Herling	-	Yes
	Ms. Mach	-	Yes
	Ms. Pope	-	Yes
	Mr. Putens	-	No
	Mr. Roberts	-	Yes

Mayor Jordan, Ms. Davis, Ms. Mach, Mr. Byrd and Ms. Pope thanked the City Manager and staff, their colleagues on Council and citizens for their efforts throughout the budget process.

Ms. Ard thanked Council for its support throughout the budget process. On behalf of City employees, she thanked Council for its consideration of pay increases for employees in the proposed budget.

The ordinance was declared adopted (Ordinance No. 1360, Book 12).

Council Activities:

Ms. Davis –

- Police Chiefs' Association of Prince George's County, Annual Awards Program, Bunker Hill Fire Station, Brentwood (Mayor Jordan, Ms. Davis and Ms. Mach)
- Greenbelt Day Weekend –
 - Indian Creek Trail Dedication, GES Mural Dedication, Naturalization Ceremony (Mayor Jordan, Ms. Davis, Ms. Pope, Ms. Mach and Mr. Putens)
 - Not for Seniors Only (Hide It, Lock It, Keep It) (Ms. Davis, Ms. Mach and Mr. Putens)
 - Greenbelt Concert Band (Mayor Jordan, Ms. Davis and Ms. Mach)
 - Public Works Open House (Ms. Davis, Ms. Mach and Ms. Pope)
 - Greenbelt Museum activities, Art Reception, Beech Tree Puppet Show (Ms. Davis)
 - Pet Expo (Mayor Joran, Ms. Davis, Ms. Pope and Ms. Mach)
- Urban Land Institute Washington Technical Assistance Panel, Greenbelt Road Corridor Improvements (Mayor Jordan and Ms. Davis)

Council Reports: Councilmembers commented on their attendance at the following events.

It was moved by Ms. Mach to appointment Kristen Stenson to the Arts Advisory Boards and seconded by Ms. Davis. Vote 7-0.

It was moved by Mr. Byrd that the Council send a letter to Congressional Delegates about the HUD Rent Subsidy contract renewal. It was seconded by Ms. Pope. There was discussion about the process and the letter that was distributed to the residents of Green Ridge House. Vote (1-6) motion failed.

MEETINGS: Council reviewed the meeting schedule.

ADJOURNMENT: It was moved by Ms. Mach to adjourn the meeting. Mr. Putens seconded. The motion carried 7-0.

Mayor Jordan adjourned the regular meeting on Monday, June 4, 2018, at 11:14 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the regular meeting of the City Council of Greenbelt, Maryland, held June 4, 2018.

Emmett V. Jordan
Mayor

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Regular Meeting, June 18, 2018

Suggested Action:

Attachments:

[RM180618ba.pdf](#)

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held Monday, June 18, 2018.

Mayor Jordan called the meeting to order at 8:00 p.m. The meeting was held in the Council Room of the Municipal Building.

PRESENT WERE: Councilmembers Judith F. Davis, Colin A. Byrd, Leta M. Mach, Silke I. Pope, Rodney M. Roberts, Edward V. J. Putens and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Nicole Ard, City Manager; David E. Moran, Assistant City Manager; Todd Pounds, City Solicitor; Julie McHale, Recreation Director; Jeff Williams, City Treasurer; Terri Hruby, Director of Planning and Community Development and Bonita Anderson, City Clerk.

Mayor Jordan asked for a moment of silence in honor of Greenbelt residents Elsie N. Forbes, William Paul Byerly, Sr. and former resident Michael (Mike) Bates.

Mr. Putens led in the pledge of allegiance to the flag.

CONSENT AGENDA – It was moved by Mr. Byrd and seconded by Mr. Putens that the consent agenda be approved. Motion carried 7-0.

Council thereby took the following actions:

License Agreement for Studio Use: Council approved and authorized the City Manager to enter into an agreement with resident artists.

Resignation from Advisory Groups: Council accepted the resignation of Brenda Cooley from the Senior Citizens' Advisory Committee.

Community Relations Advisory Board report, (Evaluation of FY19 Recognition Group Applications): Council accepted this report.

Community Relations Advisory Board report, (Report 2018-1): Council accepted this report.

APPROVAL OF AGENDA: It was moved by Ms. Davis to add #19 Stakeholders list and seconded by Mr. Putens. The motion carried 7-0.

PRESENTATIONS

13th Amendment Awareness Month Proclamation: Mayor Jordan read the proclamation and Ms. Mach provided background information about the 13th Amendment Awareness Month Proclamation.

Petitions and Requests: Mr. Siddiqui presented to the Council his request to attend the National League of Cities (NLC) Conference, in Los Angeles, CA. He is currently a member of the Planning Committee with the NLC representing the Greenbelt Youth Advisory Committee.

Mr. Bill Orleans requested the Green Ridge House eviction policy.

Minutes of Council Meetings: None

Administrative Reports: Ms. Ard identified the addition to the Council's packet that included an updated vendors list. She asked Council when they would be available to review videos of the candidates for the Police Chief position.

Mr. Byrd inquired, on behalf of the Greenbelt East Advisory Coalition, about the timeline of the police report and the placement of security cameras at Shrom Hills Park.

Ms. Davis stated that she would like to review the detailed plans from SHA concerning the intersection at Southway and Greenbelt Road, along with the status of the project.

Ms. Davis inquired about the City's policy that offers funds, to help with closing costs, if an employee purchases a home within the City. Ms. Ard stated that it is part of the employee's benefits package. Mr. Williams confirmed that the amount is \$2,000.

Ms. Pope inquired about the condition of the dog park. She also expressed her concerns about fishing at Buddy Attick Park and that routine maintenance is need at the park on the weekends. Mr. Putens mentioned that Park Rangers use to hand out rules and guideline for the park.

LEGISLATION

End of the Year Budget Adjustments

An Ordinance to Make a Supplemental Appropriation in the General Fund for the Fiscal Year Ending June 30, 2018, in the Amount of Six Hundred Thousand Dollars (\$600,000) for
Additional General Fund Expenditures Over the Appropriated Amount

Mayor Jordan read the agenda comments.

Ms. Mach introduced the ordinance for first reading and moved suspension of the rules in order to allow second reading and passage of the ordinance tonight. Ms. Davis seconded.

ROLL CALL:	Ms. Davis	-	Yes
	Mr. Byrd	-	Yes
	Ms. Mach	-	Yes
	Ms. Pope	-	Yes
	Mr. Putens	-	Yes
	Mr. Roberts	-	Yes
	Mayor Jordan	-	Yes

Ms. Mach introduced the ordinance for seconding reading and moved that it be adopted. Ms. Davis seconded

ROLL CALL:	Ms. Davis	-	Yes
	Mr. Byrd	-	Yes

Ms. Mach	-	Yes
Ms. Pope	-	Yes
Mr. Putens	-	Yes
Mr. Roberts	-	Yes
Mayor Jordan	-	Yes

The ordinance was declared adopted (Ordinance No. 1361, Book 12).

An Ordinance to Make Supplemental Appropriation in the Greenbelt West Fund for the Fiscal Year Ending June 30, 2018, in the Amount of One Hundred Thousand Dollars (\$100,000) for Additional Greenbelt West Fund Expenditures Over the Appropriated Amount

Mayor Jordan read the agenda comments.

Mr. Byrd introduced the ordinance for first reading and moved suspension of the rules in order to allow second reading and passage of the ordinance tonight. Mr. Putens seconded.

ROLL CALL:	Ms. Davis	-	Yes
	Mr. Byrd	-	Yes
	Ms. Mach	-	Yes
	Ms. Pope	-	Yes
	Mr. Putens	-	Yes
	Mr. Roberts	-	Yes
	Mayor Jordan	-	Yes

Mr. Byrd introduced the ordinance for second reading and moved that it be adopted. Mr. Putens seconded.

ROLL CALL:	Ms. Davis	-	Yes
	Mr. Byrd	-	Yes
	Ms. Mach	-	Yes
	Ms. Pope	-	Yes
	Mr. Putens	-	Yes
	Mr. Roberts	-	No
	Mayor Jordan	-	Yes

The ordinance was declared adopted (Ordinance No. 1362, Book 12).

An Ordinance to Make a Supplemental Appropriation in the Community Development Block Grant Fund for the Fiscal Year Ending June 30, 2018, in the Amount of One Hundred Fifteen Thousand, Four Hundred Dollars (\$115,400) for Additional Community Development Block Grant Fund Expenditures Over the Appropriated Amount

Mayor Jordan read the agenda comments.

Ms. Davis introduced the ordinance for first reading and moved suspension of the rules in order to allow second reading and passage of the ordinance tonight. Mr. Putens seconded.

ROLL CALL:	Ms. Davis	-	Yes
	Mr. Byrd	-	Yes
	Ms. Mach	-	Yes
	Ms. Pope	-	Yes
	Mr. Putens	-	Yes
	Mr. Roberts	-	Yes
	Mayor Jordan	-	Yes

Ms. Davis introduced the ordinance for second reading and moved that it be adopted. Mr. Putens seconded.

ROLL CALL:	Ms. Davis	-	Yes
	Mr. Byrd	-	Yes
	Ms. Mach	-	Yes
	Ms. Pope	-	Yes
	Mr. Putens	-	Yes
	Mr. Roberts	-	Yes
	Mayor Jordan	-	Yes

The ordinance was declared adopted (Ordinance No. 1363, Book 12).

A Resolution to Authorize the Negotiated Purchase of Certain Goods and Services from Various Vendors as Enumerated Herein When Total Fiscal Year Purchases from Each Vendor Exceed Ten Thousand Dollars

Mayor Jordan read the agenda comments.

Ms. Davis introduced the resolution for first reading.

OTHER BUSINESS

Park and Recreation Advisory Board, Request to Reduce Number of Members: Mayor Jordan read the agenda comments. Ms. McHale mentioned that, since she has been Director, the group has not been at full compacity. It was moved by Ms. Mach and seconded by Ms. Pope to direct staff to prepare an ordinance reducing the number of members from 11 to 9. Motion carried 7-0.

Program Open Space (POS) FY 2019 Annual Program: Mayor Jordan read the agenda comments. It was moved by Ms. Davis to approve the City's FY 2019 Program Open Space Annual Program. It was seconded by Mr. Putens. Motion carried (6-1) Mr. Roberts.

Council Activities

- Veterans Forum for County Executive Candidates, Prince George's County Commission for Veterans, Greenbelt American Legion (Ms. Davis)
- GIVES Annual Meeting (Mayor Jordan, Ms. Davis and Mr. Putens)
- Magazine Box Dedication (Mayor Jordan, Ms. Davis, Ms. Mach, Mr. Putens)
- Bee Workshop, Public Works (Ms. Davis)

- Annual Docent Appreciation Dinner, FOGM, Museum (Mayor Jordan and Ms. Davis)
- Maryland Municipal League Summer Conference, Ocean City (Mayor Jordan, Ms. Davis, Mr. Byrd, Ms. Pope, Ms. Mach and Mr. Putens)
- Annual Senior Luncheon, County Councilperson Todd Turner (Ms. Davis and Ms. Mach)
- Toastmasters Open House (Mayor Jordan and Mr. Putens)
- Prince George's County Health Department, Transformative Change Roundtable Forum, College Park Airport Operations Building (Mayor Jordan)
- Greenbelt Elementary School's 4th Grade Promotion (Mayor Jordan)

Stakeholders List Amendment: It was moved by Ms. Davis and seconded by Mr. Putens to accept the new list. Motion carried 7-0.

Mr. Roberts inquired about scheduling an executive session to discuss the proposals for an attorney to assist with the proposed MAGLEV project.

MEETINGS: Council reviewed the meeting schedule.

ADJOURNMENT: A motion to adjourn the meeting was made by Ms. Mach and seconded by Mr. Putens. The motion carried 7-0. The Mayor adjourned the regular meeting of June 18th, 2018, at 9:48 pm.

Respectfully submitted,

Bonita Anderson
City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the regular meeting of the City Council of Greenbelt, Maryland, held June 18th, 2018.

Emmett V. Jordan
Mayor

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Worksession, June 20, 2018

Suggested Action:

Attachments:

[WS180620ba.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, June 20, 2018, for the Green Ridge House Admission Policy.

Mayor Jordan started the meeting at 8:06 p.m. The meeting was held in Room 201 of the Greenbelt Community Center, Room 201.

PRESENT WERE: Councilmembers Judith F. Davis, Leta M. Mach, Silke I. Pope, Rodney M. Roberts and Mayor Emmett V. Jordan. Councilmembers Edward V.J. Putens and Colin A. Byrd were unable to attend.

STAFF PRESENT WERE: Nicole Ard, City Manager; Christal Batey, Community Resource Advocate and Bonita Anderson, City Clerk.

ALSO PRESENT WERE: Elisabeth Kevorkian, GRH resident; Bill Orleans, resident and Kathleen Gallegher, News Review.

Mayor Jordan stated that Green Ridge House (GRH) was built in 1979, which had been operating as a senior, handicapped and disabled housing building for low income individuals. It was thought to have been designated as a HUD 202 Senior Building. It was designated as a HUD Section 8 building in 1979. The building was designed with 10 handicap accessible units. The facility has housed individuals with handicaps. Over time, the term handicapped had been discontinued and replaced with the term disabled. Disabled encompasses more than was originally covered by handicapped, which referred to persons with physical disabilities such as wheel chair bound, blind, etc. Disabled can refer to physical disabilities as well as cognitive, behavioral or emotional disabilities. GRH has always allowed persons with a disability to apply for housing at GRH and to live in GRH even if they were under the age of 62.

The demographics have changed over the last decade. GRH management has noticed a change with the applicants and current residents. There are currently 69 people on the waiting list. Forty-one of the people are disabled adults under the age of 62. GRH currently has 20% of their occupants who are under the age of 62.

The shift in demographics at GRH has changed with the increase in the number of disabled residents with cognitive and emotional impairments. There have been behavioral incidents which have become more difficult to manage. The staff at GRH deals with non-medication complaints and emotionally impaired residents, whose behaviors can be disruptive to other residents of the building. Management has hire police officers to monitor the property due to threats and violent behavior from some of the disabled residents.

GRH is a HUD Section 8 housing unit per the documentation held by GRH Management. GRH has operated as a HUD 202 Senior Building. The eligibility requirements listed on the HUD website for 202 designations states "Occupancy in Section 202 housing is open to any very low-income household comprised of at least one person who is at least 62 years old at the time of initial occupancy." The purpose of this designated housing is "The Section 202 program helps expand the supply of affordable housing with supportive services for the elderly. It provides low income elderly with options that would allow them to live independently."

Staff is concerned that GRH, having operated as a HUD 202, Senior Building, is transforming into a HUD 811 building. City staff believes that the City will need to decide if it wants to apply for a specific designation for GRH or remain as a HUD Section 8 building.

Ms. Pope stated that she had some staffing concerns for the residents with mental disabilities. Ms. Batey stated that the Property Management is not skilled in clinical support for the residents with this disability.

Ms. Mach asked if the 811 programs will provide meals for the residents. The GRH kitchen is permitted for warming of food, not cooking. The commercial kitchen cannot be used for cooking meals, until a permit has been obtained. Ms. Mach asked if the new population will require food services. Ms. Batey stated that there are meals delivered along with meals on wheels.

Ms. Davis had concerns about the demographics of GRH. Greenbelt wanted to provide a place for seniors only to continue to live in Greenbelt. She asked if there was a way to change the designation back to a HUD 202 Senior Building. Christal stated that HUD changed their guidelines for aging in place and income. She stated that 36% of GRH population is Greenbelt residents.

Mayor Jordan asked Ms. Batey about the waiting list process. She stated that there is no vetting process for the residents. They are required to recertify annually for their housing voucher, which consists of verification of their income, and a credit and background check.

Mr. Roberts asked if a senior with medical debt would be eligible for the waiting list. Ms. Batey mentioned that people with medical debt use their credit cards to pay their bills, which cause a decline in their credit score. She stated that the criminal background check was implemented by the former city manager.

Ms. Mach stated that there are a lot of questions that need to be posed to HUD and that residents who are already in place should be grandfathered in. Ms. Batey stated that the seniors who are 62 years and over, with disabilities meet the criteria. Ms. Davis suggested that the City move forward with the HUD 202 designation.

Dr. Park mentioned to the Council that additional funding for a staff person who specialize in mental health to address the issues at GRH, is needed.

Ms. Batey stated that 90% of the GRH residents cannot pay privately and do not have liquid assets. She also explained the funding process.

Ms. Ard asked the Council for direction on how to proceed with the HUD designation in March 2019 along with staffing for the residents with mental disabilities.

There were informational items.

The meeting ended at 9:30 pm.

Respectfully submitted,

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Worksession, July 18, 2018

Suggested Action:

Attachments:

[WS180718.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, July 18, 2018, to discuss the Greenbelt City Police and Federal Immigration Enforcement.

Mayor Jordan started the meeting at 8:00 p.m. The meeting was held in room 201 of the Greenbelt Community Center, 15 Crescent Road.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Nicole Ard, City Manager; Acting Chief Thomas Kemp, Police Department; Captain Gordon Pracht, Police Department; Lieutenant Mark Sagan, Police Department; and Shaniya Lashley-Mullen, Administrative Assistant.

ALSO PRESENT WERE: Kathleen Gallagher, Greenbelt News Review; Jeff Harrison, Greenbelt People Power; Donna Hoffman; Lore Rosenthal, Michael Hartman, Brad Fishburn, Bill Orleans and others.

Mayor Jordan asked Acting Chief Kemp how often the City detains residents for Immigration and Customs Enforcement (ICE), what is Prince George's County policy and what is the policy of the neighboring jurisdictions.

Acting Chief Kemp stated that the police department had little contact with federal detainees and ICE detainees. Local jurisdiction Chiefs advised their officers not to act on the ICE detainee if there isn't any other police investigation. Acting Chief Kemp stated that the police department hasn't detained an individual since December 2015. Acting Chief Kemp also stated that the police do not stop and question residents about their document status. He wants all residents to feel comfortable with the police.

Mayor Jordan stated that the Police Chief and/or the City Manager are the ones who set the guidelines.

Mr. Putens discussed all the positive things ICE has done with assisting the police department in their investigations.

Councilmembers stated that ICE had assisted residents with paperwork for citizenship and helped victims of crimes.

Ms. Davis, Ms. Mach and Mr. Byrd agreed that Council should create a policy that will direct the police department on how to proceed with and without an ICE detainee. Mayor Jordan stated that it should be a General Order.

Acting Chief Kemp answered Mr. Roberts question by stating that the police department doesn't make the policies, they give input to Council and wait for Council's direction.

Mr. Fishburn expressed concern on having a General Order verses a policy.

Ms. Ard answered Mr. Hartman's question, stating there wasn't additional outreach to the community to advertise tonight's meeting other than through the normal channels.

Acting Chief Kemp answered Mr. Hartman's question, stating that all the General Orders are listed on the City's website.

Past and current residents of Greenbelt expressed their concerns and fears with ICE and the police department. Both residents stated that they had contact with the police department.

Mr. Trent Lierman, with CASA, shared his experiences with assisting residents with ICE. He stated that Prince George's County police department has a verbal policy with nothing in writing. He said that putting a policy in writing makes a huge difference.

Ms. Williams asked Ms. Ard how far along in the hiring process was the City in hiring new interpreters. Ms. Ard stated that the City just hired a Bilingual Community Outreach Coordinator and there is an opening for a part time Bilingual Crisis Intervention Counselor.

Mayor Jordan explained that neighboring police departments and the county police department hasn't gone on record with a policy. He stated that it isn't just the federal funding that could be potentially taken from the City and that he likes to err on the side of caution.

Captain Pracht explained the process of running a computer check on an individual who is stopped. There was discussion on when ICE is contacted and about the process whether the individual is detained or released.

Captain Pracht stated that the police department does have holding cells, and explained the guidelines on checking individuals who are detained.

There was discussion between Council that this should be placed on a future agenda item and have citizens' input.

Information Items – several information items were discussed.

The meeting ended at 10:21 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Administrative Assistant*

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Interview, September 11, 2018

Suggested Action:

Attachments:

[INT180911.pdf](#)

WORK SESSION OF THE GREENBELT CIT COUNCIL held Tuesday, September 11, 2018, for the purpose of interviewing candidates for City Advisory Groups.

The meeting began at 7:45 p.m. It was held in the Library of the Municipal Building.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis, Leta M. Mach, Silke I. Pope, Rodney M. Roberts and Mayor Emmett V. Jordan. Councilmember Edward V. J. Putens was absent due to travel

STAFF PRESENT: Bonita Anderson, City Clerk.

Bryan Bruns was interviewed for appointment to the Forest Preserve Advisory Board.

The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Special Meeting, September 19, 2018

Suggested Action:

Attachments:

[SM180919.pdf](#)

OPEN SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, September 19, 2018, in the Library of the Municipal Building.

Mayor Jordan called the meeting to order at 8:03 PM.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis, Leta M. Mach, Edward V.J. Putens, Rodney M. Roberts and Mayor Emmett V. Jordan. Council Member Pope was absent due to a family wedding.

STAFF PRESENT WERE: Nicole Ard, City Manager, Todd Pounds, City Solicitor and David E. Moran, Assistant City Manager.

PARTICIPATING BY PHONE WERE: John Stalfort, Bond Counsel with Miles and Stockbridge and Jennifer Dirksen, Davenport & Company.

Information Items

It was announced that the PGCMA meeting would be held in Greenbelt on September 20 at 7:30pm. Mr. Putens noted that the audio for Work Session was unacceptable.

Closed Session

Mayor Pro Tem Davis moved that Council enter into Closed Session in accordance with the General Provisions Article 3-305(b)(7) of the *General Provisions Article of the Annotated Code of Public General Laws of Maryland* to consult with legal counsel regard obtaining special legal counsel for the Maglev and legal advice on the proposed TIF.

ROLL CALL:	Ms. Davis	-	Yes
	Mr. Herling	-	Yes
	Ms. Mach	-	Yes
	Ms. Pope	-	Absent
	Mr. Putens	-	Yes
	Mr. Roberts	-	Yes
	Mayor Jordan	-	Yes

Mayor Pro Tem Davis announced that Council would not return to open session at the conclusion of the closed session.

Council entered into closed session at 8:07 PM.

Respectfully submitted,

David E. Moran
Assistant City Manager

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Interview, September 24, 2018

Suggested Action:

Attachments:

[INT180924.pdf](#)

WORK SESSION OF THE GREENBELT CIT COUNCIL held Monday, September 24, 2018, for the purpose of interviewing candidates for City Advisory Groups.

The meeting began at 7:42 p.m. It was held in the Library of the Municipal Building.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis, Leta M. Mach, Edward V. J. Putens, Rodney M. Roberts and Mayor Emmett V. Jordan. Councilmember Silke I. Pope was absent.

STAFF PRESENT: Bonita Anderson, City Clerk.

Efrat Levner was interviewed for appointment to the Advisory Planning Board and Arts Advisory Board.

The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Regular Meeting, October 8, 2018

Suggested Action:

Attachments:

[RM181008.pdf](#)

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held Monday, October 8, 2018.

Mayor Jordan called the meeting to order at 8:03 p.m.

ROLL CALL was answered by Councilmembers Colin A. Byrd, Judith F. Davis, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts and Mayor Emmett V. Jordan.

ALSO PRESENT were Nicole Ard, City Manager; Todd Pounds, City Solicitor and David E. Moran, Assistant City Manager.

Mayor Jordan asked for a moment of silence in honor of former resident Marjorie Lee Wilkinson. Ms. Pope then led the pledge of allegiance to the flag. Mayor Jordan noted that it was Columbus Day and Indigenous Peoples Day.

CONSENT AGENDA: Ms. Mach removed Item 21 entitled “Letter to Maryland Transit Administration on MAGLEV Alternatives Report Status.” With that change, it was moved by Mr. Putens and seconded by Ms. Mach that the consent agenda be approved with that amendment. The motion passed 7-0.

Council thereby took the following actions:

MINUTES:

- * Work Session, October 16, 2017
- * Public Hearing, April 3, 2018
- * Regular Meeting, April 23, 2018
- * Regular Meeting, May 14, 2018
- * Work Session, May 16, 2018
- * Work Session, August 1, 2018
- * Interview, August 22, 2018
- * Work Session, August 22, 2018

Approved as presented.

COMMITTEE REPORTS

Arts Advisory Board Report #19-1 (Recommendation for a City of Greenbelt Public Arts Policy): Council accepted this report and agreed to consider it later on the agenda.

Forest Preserve Advisory Board Report #2018-04, (Revisions to City Code Chapter 12 Articles VIII and IX): Council accepted this report and agreed to consider it on a future agenda.

ELECTRIC VEHICLE CHARGING STATION AT ROOSEVELT CENTER: Council approved a “pay to charge” rate schedule as outlined in the Memorandum from Luisa Robles dated August 1, 2018, supporting a maximum charge of \$7.10 for up to 30 minutes of charging time.

NO NEW FOSSIL FUELS IN MARYLAND CAMPAIGN LETTER: Council approved the letter.

COUNTY SHORT-TERM RENTAL LEGISLATION, CB-10-2018 & CB-11-2018 LETTER OF SUPPORT: Council approved the letter.

UNIVERSITY OF MARYLAND CAMPUS COMMUNITY CONNECTION: Council approved a \$15,000 contribution towards the City's participation in the University of Maryland Campus Community Connection program.

ARTS ADVISORY BOARD REPORT #19-2, REQUEST TO AMEND ARTS ADVISORY BOARD BY-LAWS: Council approved Arts Advisory Board Report #19-2.

GREENBELT ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY (GREENACES) RECOMMENDATION #2018-02, MARYLAND PUBLIC SERVICE COMMISSION'S HEARING PC44-TRANSFORMING MARYLAND'S ELECTRIC GRID, LETTER OF SUPPORT: Council agreed to support GreenACES recommendation.

APPROVAL OF AGENDA: Mr. Roberts requested the City send a letter to the Transportation Planning Board (TPB) regarding the 2045 plan. With that addition, it was moved by Mr. Putens and seconded by Ms. Davis that the agenda be approved as presented. The motion passed 7-0.

Mayor Jordan announced he had to leave at 10:30 pm.

PRESENTATIONS:

Cooperative Month Proclamation: Mayor Jordan read the agenda comments. Ms. Mach noted there were actually seven cooperatives in Greenbelt and read the Proclamation. Representatives from six of Greenbelt's cooperatives accepted proclamations announcing the City's support and recognizing cooperative businesses and organizations during the month of October.

Steve Skolnik, Greenbelt Homes Incorporated, reported on Greenbelt's participation at the National COOP Festival on the National Mall. He stated it was a worthwhile event.

Sylvia Lewis encouraged everyone to read the News Review.

Barbara Ford encouraged everyone to remember the COOP Supermarket and indicated they were raising funds for a roof replacement.

A representative from Greenbelt Nursery School announced the upcoming spaghetti dinner fundraiser on November 10 at the Greenbelt Community Church.

Ms. Mach thanked everyone for participating in the COOP Festival on the National Mall and indicated it was successful. She encouraged everyone to visit the COOP month display at the Greenbelt Library.

Nonprofit Awareness Week Proclamation: Mayor Jordan read the agenda comments and read the Proclamation. Representatives from Greenbelt's nonprofits accepted the proclamation announcing the City's support and recognition of nonprofits during this week.

Caitlin McGrath, Friends of Greenbelt Theatre, mentioned the Utopia Film Festival, the upcoming pumpkin carving and pumpkin walk and a spooky cartoon after the Halloween Parade. She also noted that film *First Man* was opening on Friday.

Carol Shaw, Greenbelt Foundation, announced that the Greenbelt Foundation now had its own 501(c)(3) designation. She announced the October 15 deadline for submission of grant proposals.

Stephen Oetken, Friends of the Greenbelt Museum, noted a visit from the Greendale community on Thursday. He also announced the upcoming lecture on October 18.

Domestic Violence Awareness Month: Mayor Jordan read the agenda comments.

Captain Seung Lee stated that the goal was to bring awareness to domestic violence during the month. He noted that many such incidents go unreported. Captain Lee provided some statistics. He indicated that often children are impacted by domestic violence.

Mayor Jordan read the proclamation. Captain Lee accepted the Proclamation.

Ms. Davis asked about education programs for hotel employees. Captain Lee responded that they do receive reports from City hotels.

PETITIONS AND REQUESTS: Michael Hartman, 2-R Gardenway, thanked the City for supporting efforts to secure a booth at the National COOP Festival. He thanked Ms. Mach for her leadership with the Greenbelt Cooperative Alliance. Mr. Byrd also expressed appreciation for Ms. Mach's efforts.

Lore Rosenthal, 2-R Gardenway, stated that the fossil fuel letter listed an individual in the letter and suggested that be removed. Council agreed to amend the letter.

ADMINISTRATIVE REPORTS: Ms. Ard recognized Cynthia Brown for her efforts at the Aquatic and Fitness Center. She requested that Council provide 4-Cities agenda items. She noted the General Order on immigration had been signed and posted online. She welcomed Judith Howerton, the City's new Community Planner and reported on her attendance at a Metropolitan Washington Council of Governments (MWCOG) retreat on Emergency Preparedness.

Ms. Davis asked about a bus shelter removal on Springhill Lane. Ms. Ard noted work underway at several shelters due to repair and safety issues and agreed to follow-up. Ms. Davis asked if the damage to the floor at the Community Center dance studio was created by the new HVAC units. Mr. Varda responded that the new units were leaking and Public Works was aware of the problem. Ms. Davis appreciated that Public Works was looking at interior and exterior steps at the Community Center to make them more visible (lighting, contrasting paint, etc.). Ms. Pope and Mr. Byrd also expressed appreciation.

Mr. Byrd expressed appreciation for the City's work on the opioid issue. Mr. Byrd relayed that he heard that there have been incidents at the Library where Police were called regarding individuals urinating in seats. He asked staff to follow-up with the Library.

Mr. Byrd reported that there are ticks in the woods. Ms. Davis suggested educating residents and forest users. Ms. Rosenthal noted that Jason Martin had conducted an excellent "tick talk" program and suggested repeating this. Mr. Putens indicated this was a regional problem.

Mayor Jordan observed that the ramp from westbound MD 193 onto Southway had a damaged guardrail which had been there for several months. He requested that the City notify the State Highway Administration.

LEGISLATION

An Ordinance Authorizing And Empowering The City Of Greenbelt, Maryland (The "City") To Issue Up To \$8,000,000.00 Of Its Special Obligation Bonds At A Maximum Interest Rate Not To Exceed 8% Per Annum In Order To Finance Or Reimburse The Cost Of Certain Public Improvements Relating To The Development District Known As The Greenbelt Station Development District And The Special Taxing District Known As The Greenbelt Station Special Taxing District And Other Costs Permitted Under The Acts (As Identified Herein); Providing That Such Bonds And The Interest Thereon Shall Never Constitute A General Obligation Of The City Or A Pledge Of Its Full Faith And Credit; Providing For The Further Specification, Prescription, Determination, Provision For Or Approval Of Various Other Matters, Details, Documents And Procedures In Connection With The Authorization, Issuance, Security, Sale And Payment For Any Such Bonds; Making Certain Legislative Findings; And Generally Providing For The Levy, Imposition, Collection And Application Of Such Special Tax And The Issuance Of Special Obligation Bonds In Accordance With The Acts Identified Herein

Mayor Jordan read the agenda comments. Ms. Davis introduced the resolution.

APPROVAL OF THE PUBLIC ARTS POLICY: Mayor Jordan read the agenda comments.

Ms. Davis moved that Council approve the City of Greenbelt Public Arts Policy. Ms. Pope seconded.

Greg Varda, Assistant Director of Recreation Programs, thanked the Arts Advisory Board and Nicole DeWald, Arts Supervisor, for putting the program together.

Ms. Mach wanted to make sure the policy allowed for art from children. Ms. DeWald responded that the program valued quality and inclusion and would include children's art.

Mr. Byrd thanked staff and the Arts Advisory Board for their work. He expressed support for the new policy. Mr. Byrd requested an amendment. He wanted City Council to weigh in on the composition of the Public Art Project Committee.

Mr. Byrd moved that the Policy be amended to allow Council to approve the composition of the Project Committee in conjunction with the City Manager. Mr. Putens seconded. The motion passed 4 to 3 (Davis, Mach and Pope). Council Members explained their vote.

Mayor Jordan thanked staff and the Arts Advisory Board for their work.

Ms. Davis thanked staff for incorporating Council's comments from the Work Session.

The initial motion passed 7 to 0.

RFP SPACE PLANNING FOR GREENBELT MUSEUM VISITOR & EDUCATION CENTER AND OFFICES: Mayor Jordan read the agenda comments.

Megan Young explained that this was the next step in transforming the former residence to a Visitor and Education Center. She indicated this would allow architectural plans to be developed.

Mayor Jordan asked about the timing of the RFP release and selection of a firm. Ms. Young indicated the hope was that work would be completed 60 days after selection of a firm. She welcomed participation from staff and Council in the process.

Ms. Davis asked about the revised document. Mr. Moran described several minor edits to the RFP document.

Mr. Putens moved Council approval of the RFP. Ms. Pope seconded.

Mr. Hartman stated that the Museum has always been very supportive of making the new space accessible to people with disabilities. He asked that Council encourage the active participation of individuals with disabilities throughout the process. Mr. Putens agreed. Mr. Hartman stated that there are people with disabilities who are eager to participate in the process.

Ms. Young stated that the Friends of the Greenbelt Museum (FOGM) was requesting that all design work incorporate the goal of universal design from the very beginning of the process.

The motion passed 7 to 0.

ACCEPT THE FOREST PRESERVE ADVISORY BOARD REPORT #2018-03 RESPONSE TO A LETTER IN THE GREENBELT NEWS REVIEW ABOUT PROHIBITED ACTIVITIES IN THE FOREST PRESERVE: Mayor Jordan read the agenda comments.

Ms. Davis moved that Council approve the letter as drafted by the Forest Preserve Advisory Board. Mr. Putens seconded.

Mr. Byrd commented that the City's approval does not necessarily mean Council endorses every aspect of the Forest Preserve Advisory Board's letter.

The motion passed 7 to 0.

ADVISORY BOARD NOTICE FOR FORTHCOMING DEVELOPMENT PROPOSALS: Mayor Jordan read the agenda comments and suggested the addition of the Arts Advisory Board to the list of groups to receive Advisory Planning Board (APB) agendas.

Council Members clarified that all Boards and Committees should be able to participate.

Ms. Ard relayed staff's concern that the timelines for review of development proposals, including the upcoming draft County Zoning Ordinance Rewrite are often determined by the County not the City. Ms. Davis agreed that timeframe is sometimes a problem.

Mr. Byrd stated that Mr. Hartman had requested this item and asked Mr. Hartman to share his rationale for making the request. Mr. Hartman stated there was an environmental aspect to almost every development proposal and favored including all advisory groups. He noted this would allow the City to take advantage of these volunteer assets.

Mr. Byrd moved that Council incorporate APB referrals to all advisory groups and this has to be done in a timely manner. Ms. Davis seconded.

Ms. Rosenthal stated that this was of particular interest because development was a concern in Greenbelt.

Mayor Jordan indicated that there may not be as much time for these reviews as in the past. Ms. Davis clarified that the processes could proceed simultaneously.

Ms. Pope asked about the process for scheduling this multi-board meeting. Mr. Byrd responded this new process only gave the advisory groups a little more role in the process. Council clarified that only one multi-board meeting would occur.

Mr. Roberts wanted to fight the County's timeline for the zoning rewrite.

Mr. Byrd stated this was a separate issue and noted the City's concerns had already been expressed to the County.

Mr. Byrd restated the motion that the City Council direct City staff to provide notice to all City advisory groups regarding any and all development proposals and to provide for at least one presentation/meeting opportunity in addition to the Advisory Planning Board meeting for other advisory groups and that any advisory group may submit a report/feedback and all of this process has to be done in a reasonable timely manner in accordance with relevant City and County deadlines.

Council clarified that this new process applied to all City advisory groups.

Ms. Ard reported that Planning staff had already started this process with all advisory groups.

Mr. Orleans was supportive that all advisory groups should feel free to comment. He stated that any developer knows about their plans well in advance of 30 days.

Ms. Davis stated that past developers had come to the City early. She hoped this would continue. However, she noted that the County sets the review timeline and deadlines.

Mr. Byrd clarified that the City would not wait for advisory group input in a time-sensitive matter.

Mayor Jordan encouraged that Planning Director to be as clear as possible about the timeline.

The motion passed 7 to 0.

INTERNET IN THE COMMUNITY CENTER: Mayor Jordan read the agenda comments.

Ms. Davis asked if the City could provide this service. Mayor Jordan asked if it would work given the building's block construction. Mr. Worley responded that it was doable and at least two units were needed to cover the entire first floor.

Mayor Jordan advocated for one of the rooms (i.e. Multi-Purpose Room) at the Community Center to be equipped to do webinars or live feeds.

Mr. Byrd stated there was a need and moved that Council direct City staff to provide Wi-Fi access on the first floor of the Community Center at a cost of \$2,000 for wiring and \$1,000 for subscription.

Ms. Davis observed that younger residents may have a greater need for this service.

Ms. Pope favored providing Wi-Fi access for the entire building.

Ms. Mach believed the cost for the entire building was a budget issue and should be discussed during the budget process.

Mr. Roberts questioned who would use this service on the first floor. He thought there would be more use on the second floor. Mr. Roberts agreed this should be done as part of the budget process.

There was discussion of the portable Wi-Fi hotspot. Several Council members commented that users may not know about the availability of the hotspot.

Mr. Byrd was supportive of providing the service for the whole building and wanted to discuss it at budget time.

Ms. Ard stated that Council had undesignated funds available to cover the cost.

Mr. Hartman favored providing the service throughout the entire building. He indicated that all of the rooms in the Community Center hold meetings for recognition groups and suggested that the City budget could handle this expenditure.

Mayor Jordan observed that some residents would oppose this request due to concerns about radiation.

Ms. Rosenthal stated that her group uses meeting rooms at the Community Center and can't stream anything. She relayed that speakers are often surprised that the Community Center doesn't have this capability.

Ms. Davis clarified that the motion included both wings on the first floor. She also wanted to add this to the budget list.

The motion passed 7 to 0. [Editorial Note: While preparing the Minutes, staff discovered that the motion did not receive a second. However, there was unanimous support for the motion.]

Mayor Jordan announced he would have to leave shortly.

FIBER NETWORK TASK FORCE: Mayor Jordan read the agenda comments.

Mr. Byrd moved that Council create a task force to study the issue of a City-wide fiber network and becoming a broadband community, and allow city staff to advertise an RFP related to the use of Public, Education, Government (PEG) access fees to do a feasibility study. Ms. Pope seconded.

Ms. Davis requested a work session on this issue. Mr. Putens agreed.

Mayor Jordan liked the proposal but believed the motion was premature. He requested more staff work and also liked the idea of a work session.

Ms. Pope reported that this subject matter comes up every year at National League of Cities (NLC) meetings. She also favored a work session.

Mr. Worley noted that a company had approached the City and City staff had talked with other jurisdictions who have done this. He believed a feasibility study would help answer questions at a work session.

Ms. Mach asked if PEG access fees could be used for this. Mr. Worley stated it could.

Mr. Byrd believed the task force would help the City answer its questions. He asked about the other communities.

Mr. Worley stated there were 200-300 communities nationwide. He specifically referenced Westminster and also cited Wilson, NC. Mr. Worley stated Greenbelt was well suited for this because of the community size (six square miles) and population density.

Ms. Davis clarified that she wanted a work session to better understand the concept.

Ms. Pope referenced an NLC report and also noted the possibility of grants being out there.

Mayor Jordan was excited, but wanted staff to work on it longer.

Mr. Putens noted that the citizens needed to understand it. He requested a work session in the next month or so.

Mayor Jordan moved to call the question. Ms. Mach seconded. The motion passed 6 to 1.

The previous (initial) motion failed 2 (Byrd & Pope) – 5.

Mr. Byrd moved to have a feasibility study. Ms. Pope seconded. The motion failed 2 (Byrd & Pope) – 5.

There was Council consensus to schedule a work session on the subject.

Mayor Jordan departed at 10:29 p.m. for a business-related trip.

LETTER TO STATE RETIREMENT AGENCY ON PENSION FUND FOSSIL FUEL INVESTMENTS: Mayor Pro-Tem Davis read the agenda comments.

Mr. Byrd noted that a revised letter was on the dais with the changes highlighted.

Michael Travers stated that the climate changes were highlighted today in a *Washington Post* article regarding the United Nations climate change report. He expressed concern that the Maryland State Retirement & Pension System (MSRPS) was investing in fossil fuel industries.

Ms. Davis noted that divestiture may cost money for the retirees and she indicated that she may have to abstain since she received a Maryland State Pension.

Ms. Mach was curious why the requestor was only focusing on fossil fuels and asked about other social concerns. Some people noted this was a slippery slope matter.

Mr. Byrd did not believe that Ms. Davis needed to recuse herself. He respected Ms. Mach's concern but did not believe the City could address it at tonight's meeting.

Mr. Roberts did not believe anyone on Council needed to recuse themselves. He reiterated the impacts of global warming. Mr. Roberts stated that it was outrageous for the State to invest in these types of companies.

Mr. Byrd moved that Council send a letter to the State Retirement Agency expressing concerns about the pension fund's fossil fuel investments. Mr. Roberts seconded.

Mr. Byrd referenced a study that showed "green" investments perform well. He stated the benefits outweighed the potential costs.

Ms. Ard noted that City employees had not been consulted and indicated that this could impact people.

Ms. Ard noted State efforts to evaluate fossil fuel investment over several years. She indicated that staff had a shared commitment to the City's green and environmental goals. Ms. Ard shared concerns relayed by staff that City employees had not been consulted about this idea.

Ms. Rosenthal stated that Ms. Lester had investigated this matter. She wanted to find out if there was a State policy. Ms. Rosenthal discussed stranded assets.

Ms. Mach indicated that more information was needed and this request was not broad enough.

Ms. Rosenthal stated that climate change is upon us. She noted that individuals would have to use their own retirement funds to deal with climate change impacts and associated costs.

Mr. Byrd thanked everyone for bringing this issue forward. He did not believe the votes were there for his motion. Mr. Byrd suggested a substitute motion that would just ask some questions of MSRPS.

Mr. Byrd withdrew his motion and Mr. Roberts concurred.

LETTER TO MARYLAND TRANSIT ADMINISTRATION ON MAGLEV ALTERNATIVES REPORT STATUS: Mayor Jordan read the agenda comments.

Ms. Mach did not believe the letter was strong enough. She wanted to change the word “hopes” in the last sentence to “expects.”

Ms. Mach moved Council approved the letter with these changes. Mr. Byrd seconded. The motion passed 6 to 0.

LETTER TO TRANSPORTATION PLANNING BOARD: Mr. Roberts described the letter he was requesting opposing road widening and indicating it was global warming issue. He stated the letter would express Greenbelt’s opposition to having Governor Hogan’s highway plan as part of the Regional 2045 plan. Mr. Roberts moved that Council send the letter. Mr. Byrd seconded. The motion passed 6 to 0.

GREENBELT ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY (GREENACES) RECOMMENDATION #2018-02, MARYLAND PUBLIC SERVICE COMMISSION’S HEARING PC44-TRANSFORMING MARYLAND’S ELECTRIC GRID.

LETTER OF SUPPORT: Mayor Pro Tem Davis returned to this item. She asked if the City had a copy of the letter in addition to the report. Staff responded that the letter was not available. Council wanted to see the letter before it was sent.

COUNCIL ACTIVITIES:

Council Members commented on their attendance at the following events:

- Maryland Municipal League (MML) Engagement & Outreach Committee (Mach)
- National League of Cities (NLC) Human Development Committee Conference Call (Mach)
- Coop Festival on the National Mall (Mach)
- Central Maryland Transportation and Mobility Commission (Davis)
- Roosevelt Center Merchants Association (Davis)
- Greenbriar Lunch and Bingo – Active Aging Week (Jordan, Davis)
- Cookies at the Bridge (Davis, Mach)
- 2nd Annual Journey to SCT (Sickle Cell Trait) Wellness 5K at Buddy Attick Park (Davis)

- National Public Lands Day – Dora Kennedy French Immersion School (Jordan, Davis, Mach, Putens)
- Greenbelt Volunteer Fire Department Crab Feast (Jordan, Davis, Roberts, Putens)
- Greenbelt Rotary Club Wine Gala at Aviation Museum (Davis)

COUNCIL REPORTS: There were none.

MEETINGS:

Ms. Davis moved that Council schedule a Closed Session on Wednesday, October 10th at 7:30 pm in the Municipal Building Library in accordance with the General Provisions Article 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. Mr. Byrd seconded.

ROLL CALL:	Ms. Davis	- yes
	Mr. Byrd	- yes
	Ms. Mach	- yes
	Ms. Pope	- yes
	Mr. Putens	- yes
	Mr. Roberts	- no
	Mayor Jordan	- absent

Council reviewed the upcoming meeting schedule.

ADJOURNMENT: A motion to adjourn the meeting was made by Ms. Mach and seconded by Mr. Putens. The motion carried 6-0. The Mayor adjourned the regular meeting of October 8, 2018, at 11:10p.m.

Respectfully submitted,

David E. Moran
Assistant City Manager

"I hereby certify that the above and foregoing is a true and correct report of the regular meeting of the City Council of Greenbelt, Maryland, held October 8, 2018.

Judith F. Davis
Mayor Pro Tem

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Special Meeting, October 10, 2018

Suggested Action:

Attachments:

[SM181010.pdf](#)

OPEN SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, October 10, 2018, in the Library of the Municipal Building.

Mayor Pro Tem Davis called the meeting to order at 7:40 PM.

PRESENT WERE Councilmembers Colin A. Byrd, Silke I. Pope, Leta M. Mach, Edward V.J. Putens, Rodney M. Roberts and Mayor Pro Tem Judith F. Davis. Mayor Emmett Jordan was out of town, but participated by telephone.

STAFF PRESENT WERE: Nicole Ard, City Manager, Todd Pounds, City Solicitor and David E. Moran, Assistant City Manager. Richard Bowers, Police Chief also participated by phone

Information Items

Ms. Ard announced the upcoming Breakfast with Santa activity. Ms. Davis noted that Laurel would be given the Greenbelt proxy for the Maryland Municipal League (MML) Fall Conference business meeting. She also provided an update from the MML Legislative Committee.

Closed Session

Mayor Pro Tem Davis moved that Council enter into Closed Session in accordance with the General Provisions Article 3-305(b)(1) of the *General Provisions Article of the Annotated Code of 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; or any other personnel matter that affects one or more specific individuals. Ms. Pope seconded.

ROLL CALL:	Ms. Davis	-	Yes
	Mr. Herling	-	Yes
	Ms. Mach	-	Yes
	Ms. Pope	-	Yes
	Mr. Putens	-	Yes
	Mr. Roberts	-	Yes
	Mayor Jordan	-	Yes (via phone)

Mayor Pro Tem Davis announced that Council would not return to open session at the conclusion of the closed session.

Council entered into closed session at 7:45 PM.

Respectfully submitted,

David E. Moran
Assistant City Manager

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Interview, October 15, 2018

Suggested Action:

Attachments:

[INT181015.pdf](#)

WORK SESSION OF THE GREENBELT CIT COUNCIL held Monday, October 15, 2018, for the purpose of interviewing candidates for City Advisory Groups.

The meeting began at 7:43 p.m. It was held in the Library of the Municipal Building.

PRESENT WERE: Councilmembers Colin A. Byrd, Silke I. Pope, Edward V. J. Putens, and Rodney M. Roberts. Mayor Emmett V. Jordan was absent due to business travel. Councilmembers Judith F. Davis and Leta M. Mach were absent due to travel.

STAFF PRESENT: Bonita Anderson, City Clerk.

April Ashpes was interviewed for appointment to the Senior Citizens Advisory Committee.

The meeting was adjourned at 8:03 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

*Interview, October 22, 2018

Suggested Action:

Attachments:

[INT181022.pdf](#)

WORK SESSION OF THE GREENBELT CIT COUNCIL held Monday, October 22, 2018, for the purpose of interviewing candidates for City Advisory Groups.

The meeting began at 7:45 p.m. It was held in the Library of the Municipal Building.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts and Mayor Emmett V. Jordan.

STAFF PRESENT: Bonita Anderson, City Clerk.

Lawrence Hilliard was interviewed for appointment to the Youth Advisory Committee, Greenbelt Advisory Committee on Environmental Sustainability, Advisory Committee on Education, Arts Advisory Board, Senior Citizens Advisory Committee, Ethics Commission, Community Relations Advisory Board and park & Recreation Advisory Board.

The meeting was adjourned at 8:06 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: David Moran

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section:

Subject:

*Community Relations Advisory Board (CRAB) Report 2018-2 (Community Pledge)

Suggested Action:

It is recommended Council accept this report and consider it on the next agenda.

Attachments:

[Report 2018-2 Final.pdf](#)

**COMMUNITY RELATIONS ADVISORY BOARD (CRAB)
REPORT TO CITY COUNCIL**

SUBJECT: Council Referral – Community Pledge

BACKGROUND: At the Regular Meeting on November 27, 2017, Council referred this matter to CRAB. Council suggested that CRAB consider more inclusive language such as the addition of “ages and genders” to the second sentence. This recommendation came in response to requests from the community.

The Pledge was originally drafted by the City’s Community Relations Advisory Board (CRAB) and adopted by the City Council in 1997. Then in 2001, as part of the City’s Peace and Non-Violence initiative, CRAB recommended the Pledge be modified and a revised Pledge was adopted by the City Council in 2001.

The current Community Pledge is:

The strength of Greenbelt is diverse people living together in a spirit of cooperation. We celebrate people of many cultures, faiths, and races living together. By sharing together all are enriched.

We pledge to foster a community which is respectful, safe, and fair for all people.

DISCUSSION: CRAB considered and discussed this referral at meetings on:

- February 13, 2018
- April 12, 2018
- May 10, 2018
- June 5, 2018
- October 11, 2018

In its deliberations, CRAB sought to favorably respond to Council and the community and look for ways to make the pledge more inclusive. CRAB discussed adding language to the “cultures, faiths and races” sentence to try and broaden the scope to include ages, gender, sexual orientation, abilities, etc. At the same time, CRAB recognized, and deliberated on, the challenges with trying to develop an inclusive Pledge that contained an exhaustive list of attributes covering every current and future group. CRAB wished to strike a balance that would allow the pledge to remain

timeless for years to come. There was also discussion about adding the word accessible to the Pledge in acknowledgement that the City is for all physical abilities as well. After considerable discussion and careful deliberation, CRAB proposed edits to the Pledge that focus on diversity and inclusion for all people, without a list of “groups”.

RECOMENDATION: CRAB recommends the following modified Community Pledge be adopted by the City Council:

The strength of Greenbelt is diverse people living together in a spirit of cooperation. We celebrate all people. By sharing together all are enriched.

We strive to be a respectful community that is open, accessible, safe and fair.

Respectfully Submitted,

Rick Ransom, Chair
Community Relations Advisory Board

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section:

Subject:

*Board of Elections Report #18-1, (Recommendation to Amend Chapter 8 "Elections" Section of the City Code)

Suggested Action:

It is recommended Council accept this report and consider it on the next agenda.

Attachments:

[BOE-Report18-1.pdf](#)

[Ord13XX_Chapter 8 Elections.pdf](#)

**CITY OF GREENBELT
BOARD OF ELECTIONS**

***Report to City Council:
Review of Council Referrals Regarding Proposed Election Code Changes***

Background

At the September 17, 2018, meeting, City Council requested that the Board of Elections review several referrals regarding proposed election changes.

Review of Council Referrals

The Board of Elections has reviewed and approved the proposed amendments, and respectfully submits this report and the attachments as its Election Code report to the Council.

In summary, the amendments are as follows:

Electioneering: The amended Section 8-11 sets up a procedure whereby election judges, the City Clerk, and the Board of Elections may impose fees for violations.

Early Voting: The amended Section 8-13 adds the Municipal Center as an additional weekend polling place and also adds a week to the early voting period.

Campaign Finance Reports: The amendments expand campaign finance reporting requirements, as to subject matter and report format. They also provide for the payment of a \$50 fee for every full or partial business day a report is filed late, and they require the Board of Elections to review reports for Code compliance.

Minor amendments are suggested throughout, intended to consolidate subject matter in and readability of Election Code sections.

Another amendment the Board would like to include, involves the composition of the Board of Elections. Because of proposed added duties, the Board members agreed that their number should be increased from five to seven. That change in City law would be made by amending Section 16(a) of the City Charter.

Modifications of Council's Referral

A. Section 8-21 (c), on page 7. Rewrite the section, as follows:

As soon as practicable after a report is filed, the City Clerk shall forward a copy to the board of elections. The board shall review the report for compliance with this section.

B. Section 8-22 (a) (1), on page 10. Add this sentence:

The first interim report shall also state whether the candidate's campaign account was opened for the present campaign or was also open for a prior campaign.

C. Section 8-22 (b), on page 11. Rewrite the first sentence, with added language:

(b) For each full or partial business day a report is filed late, a candidate must pay a fee of \$50.00, to a maximum of \$500.00.

D. Section 8-22 (e), on page 11. Rewrite the section, as follows:

The board of elections is further authorized to strike the name of any candidate whom it finds has not substantially complied with financial reporting requirements.

~~Two changes here: As in 8-21 (c) above, the Board of Ethics is removed from the review process, and I've added the word "substantially" to the section. The idea as to the latter change is to allow the BOE to approve a report even if some details look sloppy or incompletely reported. We're looking for "substantial" but not necessarily "perfect" compliance.~~

E. New Section 8-22 (f), on page 11. Add this new subsection (f), and redesignate the present subsection (f) as subsection (g):

~~*(f) A candidate found to be in violation of financial reporting requirements may correct the violations, on terms approved by the board of elections. In reviewing a candidate's request, submitted in writing within ten business days of the date the City Clerk sends written notification of the violation or violations, the board shall consider the circumstances reported by the candidate and the reasons offered for the candidate's noncompliance.*~~

~~When Council members were discussing the question of correcting campaign financial reporting violations, they used the phrase "in good standing." I wasn't sure where that should go, but perhaps we should simply add a sentence to the new Section 8-22 (f):~~

(f) A candidate found to be in violation of financial reporting requirements may correct the violations, on terms approved by the board of elections. In reviewing a candidate's request, submitted in writing within ten business days of the date the City Clerk sends written notification of the violation or violations, the board shall consider the circumstances reported by the candidate and the reasons offered for the candidate's noncompliance. After reviewing the candidate's written request, the board is authorized to place the candidate again in good standing, for present and future elections.

F. Section 8-23, on page 13. Strike the suggested amending language, and restore the prior wording:

The name of any person who shall pay or share in the paying of the total cost of an advertisement or printed matter in support of a candidate which prominently displays the person's name and the names of all other persons who may be sharing in the cost and who has otherwise made no contribution to the candidate in excess of twenty-five dollars (\$25.00) shall not be required to be reported by the candidate or by the candidate's treasurer as having made a campaign contribution. The name of any person who shall make a contribution on behalf of more than one candidate shall not be reported if the contribution is shared equally by the candidates for whose benefit it is made and if the contribution amounts to not more than twenty-five dollars (\$25.00) for each candidate sharing in and benefiting from the contribution.

Section 8-24, renumbered to 8-23 in the amended Code.

G. Section 8-25 (a), on page 17. Rewrite the first sentence:

(a) Each candidate or campaign treasurer shall establish an account in a financial institution for the sole purpose of accepting and disbursing campaign funds.

H. Section 8-25, on page 17. Add a new subsection (d):

(d) In the final campaign financial report, each candidate shall state whether the campaign account will remain open. If the account will be closed, the report shall state how any remaining funds will be disbursed.

Attachments: Proposed Amended Chapter 8 “Elections”, Greenbelt City Code

Board of Elections

Pamela J. Gregory, Chair
Judith G. Ott
Jean M. Cook
Steven M. Gilbert
Patricia Evans

Introduced:
1st Reading:
Passed:
Posted:
Effective:

ORDINANCE NUMBER 13XX

AN ORDINANCE TO AMEND ARTICLE I “IN GENERAL” AND ARTICLE II
“CAMPAIGN CONTRIBUTIONS AND EXPENDITURES” OF CHAPTER 8, “ELECTIONS”
OF THE GREENBELT CITY CODE

WHEREAS, the City Council has reviewed the Greenbelt Board of Elections proposed amendments to Chapter 8, “Elections,” of the Greenbelt City Code; and

WHEREAS, the Council desires to make certain changes to these provisions. *NOW, THEREFORE,*

BE IT ORDAINED by the Council of the City of Greenbelt, Maryland, that Chapter 8, “Elections,” be amended to read as follows:

Chapter 8

ARTICLE I.

IN GENERAL

* * * * *

~~Sec. 8-11. Conducting electioneering activities near polling places.~~

~~No person may canvass, electioneer or post any campaign literature or material in a polling place or within a one hundred fifty foot radius from the entrance and exit of the building closest to that part of the building in which voting occurs.~~

Sec. 8-11. Electioneering near polling places.

(a) No person is permitted to canvass, electioneer, or post campaign materials at a polling place or within a radius of one hundred fifty feet from the building’s entrance and exit closest to the room where voting occurs.

(b) This procedure shall be followed, if an Election Judge concludes that a worker for a candidate has violated and then ignored warnings about electioneering restrictions in this Code:

(1) The Election Judge shall first warn the worker of the restrictions. The judge must then conclude that the worker after more than one warning continues to violate the restrictions.

(2) The Election Judge after reaching this conclusion is authorized to inform the City Clerk of the violations.

(3) The City Clerk is authorized, after informing the Board of Elections, to advise the candidate that a fee of \$100 must be paid to the finance department before the candidate's final campaign financial report can be accepted for filing.

(4) The Board of Elections shall review, on the candidate's written request, the determination by an Election Judge and the City Clerk that a worker for the candidate continually violated electioneering restrictions. The Board, after hearing the City Clerk's report and considering the candidate's written request, shall by majority vote decide whether the candidate's worker failed after warnings to comply with electioneering restrictions. The decision by the Board of Elections shall be final.

* * * * *

Sec. 8-13. Early voting.

~~(a) Residents of the city who are qualified voters registered with the Prince George's County Board of Elections have the right to vote by early voting in municipal elections, as provided in this section.~~

~~(b) For purposes of this Code, an "early voting ballot" is a ballot not used in a polling place on election day nor for "absentee voting," and "election day" means the day of a municipal election.~~

~~(c) Voting by early voting in municipal elections shall be as follows:~~

~~(1) Early voting will begin on the third Saturday prior to the election and end on the first Friday prior to the election on the following schedule: Third Saturday (9:00 a.m. to 1:00 p.m.) and third Sunday (11 a.m. to 2:00 p.m.) prior to the election in Greenbelt East; second Saturday (9:00 a.m. to 1:00 p.m.) and second Sunday (11 a.m. to 2:00 p.m.) prior to the election in Greenbelt West; and Mondays, Wednesdays, Thursdays and Fridays (9:00 a.m. to 5:00 p.m.) and Tuesdays (9:00 a.m. to 8:00 p.m.) in the Municipal Building throughout this period.~~

~~(2) To cast an early voting ballot, the voter must complete the ballot on the premises, place it in a blank, sealed envelope, and then place the sealed envelope in the early voting envelope on which are written the voter's name as registered and signature. The voter shall place the early voting envelope in the designated early voting ballot box. Early voting envelopes that contain more than one blank, sealed envelope shall be kept by the City Clerk, and those early voting~~

~~ballots shall not be counted. If a ballot is submitted in a properly signed and sealed early voting envelope without being contained in a blank, sealed envelope, then the board shall determine by majority vote whether a violation of the voter's privacy has occurred or whether the ballot may be counted. If a determination is made to count the ballot, then a member of the board shall place the ballot in a blank, sealed envelope.~~

~~(3) The City Clerk shall deliver the ballot box containing the early voting sealed, blank envelopes to the early voting clerks appointed by the board of elections for the counting of early voting ballots. The City Clerk shall advise the early voting clerks of the numbers of early voting ballots cast, and shall keep the same record of the early voting ballots as is kept by the clerks of election at their polling places.~~

~~(4) Upon receipt of the ballot box containing the early voting sealed, blank envelopes, the early voting clerks shall open the sealed envelopes and determine that no envelope contains more than one (1) ballot. Ballots in sealed envelopes that contain more than one (1) ballot shall not be counted.~~

~~(5) If an early voting ballot is challenged by the City Clerk or an early voting ballot clerk for noncompliance with this section, it may not be counted until the board of elections determines that it is valid. Early voting ballot validity shall be determined by rules adopted by the board.~~

Sec. 8-13. Early voting.

(a) Residents of the City who are qualified voters registered with the Prince George's County Board of Elections have the right to vote by early voting in municipal elections, as provided in this section.

(b) For purposes of this Code, an "early voting ballot" is a ballot not used for absentee voting or in a polling place on election day, and "election day" is the day of a municipal election.

(c) Early voting is authorized during the period from the fourth Saturday to the first Friday prior to an election, as follows:

(1) During the period, from 9:00 a.m. to 5:00 p.m. on all Mondays, Wednesdays, Thursdays, and Fridays, and from 9:00 a.m. to 8:00 p.m. on all Tuesdays, in the Municipal Building;

(2) From 9:00 a.m. to 1:00 p.m. on all Saturdays and from 11:00 a.m. to 2:00 p.m. on all Sundays during the period, at the Municipal Building;

(3) From 9:00 a.m. to 1:00 p.m. on the second Saturday and from 11:00 a.m. to 2:00 p.m. on the second Sunday prior to the election, also in Greenbelt West; and

(4) From 9:00 a.m. to 1:00 p.m. on the third Saturday and from 11:00 a.m. to 2:00 p.m. on the third Sunday prior to the election, also in Greenbelt East.

(d) Early voting ballots shall be cast and counted as follows:

(1) The voter must obtain and complete an early voting ballot on the designated premises; seal it in a blank envelope; place and seal the blank envelope in an early voting envelope, signed by the voter, with the name as registered printed on it; and then place the envelope in a designated ballot box.

(2) Ballots in early voting envelopes that contain more than one blank, sealed envelope shall be kept by the City Clerk but may not be counted.

(3) If a ballot is submitted in a properly signed and sealed early voting envelope but not contained within a blank, sealed envelope, then the Board shall decide by majority vote whether the ballot may be counted and whether the voter's privacy has been violated. If such a ballot is to be counted, it shall be placed in a blank, sealed envelope and then included with all other envelopes containing early voting ballots. The City Clerk shall notify by mail every voter whose privacy the Board determines has or might have been violated.

(4) The City Clerk shall deliver the early voting sealed, blank envelopes to the Clerks appointed by the Board for the counting of early voting ballots. The City Clerk shall advise them of the number of ballots cast and shall keep the same record of early voting ballots as is kept by the Clerks of election at their polling places.

(5) Upon receipt of the early voting sealed, blank envelopes, the Early Voting Clerks shall open them and determine whether any contain more than one ballot. A ballot in an envelope containing more than one ballot may not be counted.

(6) If the City Clerk or an Early Voting Clerk challenges a ballot for noncompliance with the Code, then the Board shall decide whether it may be counted. All such Board decisions, by majority vote, shall be final.

* * * * *

ARTICLE II.

CAMPAIGN CONTRIBUTIONS AND EXPENDITURES

Sec. 8-21. Report required.

~~Each candidate for the office of council member and the designated campaign treasurer shall file with the City Clerk reports as specified below which shall list each contribution, including any contribution of an in-kind service, and expenditure of more than twenty-five dollars~~

~~(\$25.00) in furtherance of the candidate's nomination and election. The reports shall also include a total amount of all contributions and expenditures including those of twenty-five dollars (\$25.00) or less. The reports shall include all contributions received and expenditures made by the candidate or, with the knowledge of the candidate or the candidate's treasurer, by any other person. The reports shall include contributions made by the candidate or a member of his/her immediate family. All reports filed shall be available for examination by any member of the public during the normal office hours of the City Clerk.~~

~~Sec. 8-23. Form; affirmation of report.~~

~~The reports shall be made on forms provided by the City Clerk and approved by the city solicitor. The reports shall be subscribed and sworn to (or affirmed) by the candidate and by the candidate's treasurer.~~

Sec. 8-21. Campaign Financial Reports.

(a) Each candidate for the office of council member and the candidate's treasurer shall file with the City Clerk an original and a copy of a campaign financial report, as specified below.

(b) Reports shall be available for public examination during the City Clerk's normal office hours.

(c) As soon as practicable after a report is filed, the City Clerk shall forward a copy to the Board of Elections. The Board shall review the report for compliance with this section.

(d) In this Code, a "contribution" to a candidate includes, as separately reportable categories: money and other financial assets, campaign materials and other physical assets, and services to a campaign, as further provided below.

(e) Campaign financial reports shall include the following:

(1) Each contribution of money or other financial assets whose value exceeds twenty-five dollars (\$25.00);

(2) Each contribution of campaign materials or other physical assets whose value exceeds twenty-five dollars (\$25.00);

(3) Each contribution of services to a campaign, where the services have value exceeding twenty-five dollars (\$25.00) and are provided by an accountant or bookkeeper, an attorney or legal adviser, or any other person, such as an artist or designer, whose services the candidate would ordinarily pay for;

(4) All contributions whose value exceeds twenty-five dollars (\$25.00) by candidates themselves or any member of their immediate families, in which listings the category and value of each contribution is separately stated;

(5) The total value of all contributions, of every category, regardless of the value of individual items;

(6) Each expenditure whose amount exceeds twenty-five dollars (\$25.00); and

(7) The total of all expenditures, regardless of amount.

(f) The campaign financial reports for each candidate shall be subscribed and sworn to, or affirmed, by the candidate and by the candidate's treasurer.

(g) The Board of Elections shall prepare and from time to time revise the form used for campaign financial reports, which must also be approved by the City Solicitor.

Sec. 8-22. Deadline for filing report.

~~A first interim report of campaign contributions and expenditures received since the date of the last preceding regular election and prior to the seventh Monday preceding the election shall be filed no later than 12:00 p.m. on the sixth Friday preceding the election. A second interim report of campaign contributions and expenditures received between the seventh Monday preceding the election and prior to the third Monday preceding the election shall be filed no later than 12:00 p.m. on the second Friday preceding the election. A final report of campaign contributions and expenditures not previously reported shall be filed no later than 12:00 p.m. of the Friday following the election.~~

Sec. 8-26. Failure to appoint a treasurer or file reports.

~~Any candidate who fails to appoint a treasurer or file the interim reports as required herein shall be deemed unqualified and the board of elections shall remove that candidate's name from the ballot prior to the election. Any candidate who fails to file the final report, if elected, shall not take office until such time as said report is filed. No person shall be deemed qualified for a future election to city council or allowed to submit a nomination petition who is in violation of any city election law and/or reporting requirements pursuant to the city Code.~~

Sec. 8-22. Times for filing; lateness fees; striking a candidate's name.

(a) Campaign financial reports shall be filed at the times specified below.

(1) A first interim campaign financial report, covering contributions received and expenditures made since the most recent regular election and prior to the seventh Monday preceding the election, shall be filed no later than 12:00 p.m. on the sixth Friday preceding the election. The first interim report shall also state whether the candidate's campaign account was opened for the present campaign or was also open for a prior campaign.

(2) A second interim report, for contributions received and expenditures made between the seventh Monday preceding the election and prior to the third Monday preceding the election, shall be filed no later than 12:00 p.m. on the second Friday preceding the election.

(3) A final campaign financial report, covering all contributions received and expenditures made and not previously reported, shall be filed no later than 12:00 p.m. on the Friday following the election.

(b) For each full or partial business day a report is filed late, a candidate must pay a fee of \$50.00, to a maximum of \$500.00. The City Clerk may not accept for filing a late report unless the full fee is first paid to the finance department and a receipt for the payment accompanies the report.

(c) A candidate who fails to file the final report, if elected, shall not take office until the report is filed.

(d) The Board of Elections is authorized to strike from the ballot the name of any candidate whose report or reports it finds are substantially late, if the Board also finds that the lateness shows purposeful disregard for financial reporting requirements.

(e) The Board of Elections is further authorized to strike the name of any candidate whom it finds has not substantially complied with financial reporting requirements.

(f) A candidate found to be in violation of financial reporting requirements may correct the violations, on terms approved by the Board of Elections. In reviewing a candidate's request, submitted in writing within ten business days of the date the City Clerk sends written notification of the violation or violations, the Board shall consider the circumstances reported by the candidate and the reasons offered for the candidate's noncompliance.

(g) No person who is in violation of a City Election law or reporting requirement in this Code may submit a nomination petition or run for the office of City Council. If a complaint is filed with the City Clerk against a candidate under this section, then the Board of Elections shall determine whether the candidate is eligible for office.

Sec. 8-24 23. Contributions not required to be reported.

The name of any person who shall pay or share in the paying of the total cost of an advertisement or printed matter in support of a candidate which prominently displays the person's name and the names of all other persons who may be sharing in the cost and who has

otherwise made no contribution to the candidate in excess of twenty-five dollars (\$25.00) shall not be required to be reported by the candidate or by the candidate's treasurer as having made a campaign contribution. The name of any person who shall make a contribution on behalf of more than one candidate shall not be reported if the contribution is shared equally by the candidates for whose benefit it is made and if the contribution amounts to not more than twenty-five dollars (\$25.00) for each candidate sharing in and benefiting from the contribution.

~~Sec. 8-25. Appointment of campaign treasurer.~~

~~Each candidate for nomination to the office of council member shall appoint one campaign treasurer and shall file the name and address of the campaign treasurer, together with the treasurer's acceptance of the appointment in writing, on a form provided by, and returned to, the city clerk.~~

~~Sec. 8-26. Failure to appoint a treasurer or file reports.~~

~~Any candidate who fails to appoint a treasurer or file the interim reports as required herein shall be deemed unqualified and the board of elections shall remove that candidate's name from the ballot prior to the election. Any candidate who fails to file the final report, if elected, shall not take office until such time as said report is filed. No person shall be deemed qualified for a future election to city council or allowed to submit a nomination petition who is in violation of any city election law and/or reporting requirements pursuant to the city Code.~~

Sec. 8-24. Campaign treasurer.

(a) Prior to nomination for the office of Councilmember, a candidate shall state, on a form provided by the City Clerk, the name, address, and daytime telephone number of the candidate's campaign treasurer. The treasurer must accept the appointment by signing and dating the form. The City Clerk shall not receive or file a candidate's nomination petition, if the candidate or treasurer has not met these requirements.

(b) If a campaign treasurer leaves the position prior to the Friday before an election, then the candidate shall forthwith appoint a successor treasurer. If a treasurer violates reporting requirements in this Code, then the candidate must correct the violation. The Board of Elections is authorized to strike from the ballot any candidate who has not complied promptly with these requirements.

(c) A person who remains in violation of reporting or other requirements in this Code may not submit a nomination petition for a future election.

~~Sec. 8-27. Campaign account.~~

~~Each candidate or campaign treasurer shall establish a bank account for the sole purpose of accepting and dispersing campaign funds. This bank account shall be separate from any other bank account owned or maintained by the candidate or campaign treasurer.~~

~~If a candidate has funds remaining in their account and wishes to disperse these funds for a purpose other than an expense of their campaign, they can donate the funds to another candidate, elected official and/or a qualified charitable organization. This section does not apply to funds donated by the candidate to his campaign.~~

Sec. 8-25. Campaign accounts.

(a) Each candidate or campaign treasurer shall establish an account in a financial institution for the sole purpose of accepting and distributing campaign funds.

(b) Candidates may donate any of their campaign account funds to the campaign accounts of other candidates or elected officials, or to qualified charitable organizations.

(c) This section does not apply to funds donated by candidates to their own campaigns, but candidates must report all such contributions and any expenditures, as provided in this Code.

(d) In the final campaign financial report, each candidate shall state whether the campaign account will remain open. If the account will be closed, the report shall state how any remaining funds will be disbursed.

* * * * *

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of November __, 2018.

Emmett V. Jordan, Mayor

ATTEST:

Bonita Anders, City Clerk

Key:

Underscoring indicates language added to existing law.

~~Overstriking~~ indicates language deleted from existing law.

Asterisks *** indicate intervening existing Code provisions that remain unchanged.

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

Grant for Mishkan Torah

Suggested Action:

This item was requested by Councilmember Byrd. The motion would be to issue a \$500 block grant to Mishkan Torah to support efforts to boost security and to help meet any other needs at the Greenbelt synagogue, following the massacre of eleven at the Tree of Life synagogue in Pittsburgh, P.A.

Attachments:

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

*Reappointment to Advisory Group

Suggested Action:

Reference: Code of Conduct

Michael Lee has indicated his desire to be reappointed to a new term on the Park and Recreation Advisory Board (PRAB). Approval of this item on the consent agenda will indicate Council's intent to reappoint Mr. Lee to a new term.

Attachments:

[M. Lee.pdf](#)

CODE OF CONDUCT FOR ADVISORY BOARD AND COMMITTEE MEMBERS

The City Council of Greenbelt has a number of Advisory Boards and Committees which provide advice in subject areas from planning to the environment to senior issues. These boards and committees are comprised of Greenbelt citizens volunteering their talents and time to the community. Council greatly values the service of all advisory board and committee volunteers.

This code has been created to ensure that all board and committee members have clear guidelines for carrying out their responsibilities in their relationships with each other, City Council, staff and members of the public. All board and committee meetings are conducted in accordance with the Maryland Open Meetings Act.

- Individual Advisory Board and Committee members and the collective group will perform their duties in a professional and respectful manner.
- Members should recuse themselves from discussions and votes on matters where they may have a conflict of interest.
- Members are to promote confidence in the integrity of the City of Greenbelt government and always act in the public interest and not in their private interest. Members should protect the reputation of their board or committee, its members, City Council and staff. They should not engage in any activity(s) that would bring the board or committee or the City into disrepute.
- Members will respect the limitations of their individual and collective authority. The role of the Advisory Board or Committee is to advise the City Council.
- Members will strive to respect and appreciate differences in approach and point of view, whether from their colleagues, City Council, staff or members of the public.
- Each member will participate in the group's discussions and work assignments without dominating the discussion or activity of the group.
- The board or committee chair will ensure that all members have a fair, balanced and respectful opportunity to share their knowledge and perspectives.
- The board or committee will attempt to reach consensus on issues. If consensus is not possible, strong differing opinions, such as minority opinions, should be recorded and acknowledged in the report to City Council.
- The agreement of an individual member of the board or committee must be obtained prior to the release of his or her personal member information obtained through the advisory board or committee membership.
- Members communicating in public on board or committee business must clarify that he or she is not speaking on behalf of the board or committee or the City, but as an individual, unless authorized to do so by the board or committee or the City.

It is the responsibility of members to attend all meetings to ensure that a quorum is present to conduct board or committee business. The Chair of the board or committee will maintain accurate attendance records. Council may remove an advisory board or committee member who misses, without being excused by the majority of the advisory board or committee, three consecutive meetings or more than 25 percent of the regular meetings during any calendar year.

Violations of the Code of Conduct

Violations of one or more of the standards or requirements of this Code of Conduct may result in the immediate termination of a member's appointment to serve on an advisory board or committee. Additionally, any member may be removed by Council action based on Council decision that removal is in the best interests of the City. Members may be removed from any advisory board or committee by a majority vote of the City Council.

Acknowledged and Agreed to:

Signature: _____

Printed Name: _____

Advisory Group: _____

Date: _____

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

*Appointments to Advisory Groups

Suggested Action:

Reference: Applications

Council interviewed Warren Wilcox for appointment to the Senior Citizen Advisory Committee (SCAC) and Efrat (Effie) Levner for appointment to the Arts Advisory Board (AAB). The applicants have attended a meeting of the advisory groups. Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Wilcox to the SCAC and Ms. Levner to AAB.

Attachments:

[W. Wilcox.pdf](#)

[E. Levner.pdf](#)

CODE OF CONDUCT FOR ADVISORY BOARD AND COMMITTEE MEMBERS

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- Members should recuse themselves from discussions and votes on matters where they may have a conflict of interest.
- Members are to promote confidence in the integrity of the City of Greenbelt government and always act in the public interest and not in their private interest. Members should protect the reputation of their board or committee, its members, City Council and staff. They should not engage in any activity(s) that would bring the board or committee or the City into disrepute.
- Members will respect the limitations of their individual and collective authority. The role of the Advisory Board or Committee is to advise the City Council.
- Members will strive to respect and appreciate differences in approach and point of view, whether from their colleagues, City Council, staff or members of the public.
- Each member will participate in the group's discussions and work assignments without dominating the discussion or activity of the group.
- The board or committee chair will ensure that all members have a fair, balanced and respectful opportunity to share their knowledge and perspectives.
- The board or committee will attempt to reach consensus on issues. If consensus is not possible, strong differing opinions, such as minority opinions, should be recorded and acknowledged in the report to City Council.
- The agreement of an individual member of the board or committee must be obtained prior to the release of his or her personal member information obtained through the advisory board or committee membership.
- Members communicating in public on board or committee business must clarify that he or she is not speaking on behalf of the board or committee or the City, but as an individual, unless authorized to do so by the board or committee or the City.

It is the responsibility of members to attend all meetings to ensure that a quorum is present to conduct board or committee business. The Chair of the board or committee will maintain accurate attendance records. Council may remove an advisory board or committee member who misses, without being excused by the majority of the advisory board or committee, three consecutive meetings or more than 25 percent of the regular meetings during any calendar year.

Violations of the Code of Conduct

Violations of one or more of the standards or requirements of this Code of Conduct may result in the immediate termination of a member's appointment to serve on an advisory board or committee. Additionally, any member may be removed by Council action based on Council decision that removal is in the best interests of the City. Members may be removed from any advisory board or committee by a majority vote of the City Council.

Acknowledged and Agreed to:

Signature: Warren C. Wilcox

Printed Name: WARREN C. WILCOX

Advisory Group: SENIOR ADVISORY BOARD

Date: 10/22/2018

CODE OF CONDUCT FOR ADVISORY BOARD AND COMMITTEE MEMBERS

The City Council of Greenbelt has a number of Advisory Boards and Committees which provide advice in subject areas from planning to the environment to senior issues. These boards and committees are comprised of Greenbelt citizens volunteering their talents and time to the community. Council greatly values the service of all advisory board and committee volunteers.

This code has been created to ensure that all board and committee members have clear guidelines for carrying out their responsibilities in their relationships with each other, City Council, staff and members of the public. All board and committee meetings are conducted in accordance with the Maryland Open Meetings Act.

- Individual Advisory Board and Committee members and the collective group will perform their duties in a professional and respectful manner.
- Members should recuse themselves from discussions and votes on matters where they may have a conflict of interest.
- Members are to promote confidence in the integrity of the City of Greenbelt government and always act in the public interest and not in their private interest. Members should protect the reputation of their board or committee, its members, City Council and staff. They should not engage in any activity(s) that would bring the board or committee or the City into disrepute.
- Members will respect the limitations of their individual and collective authority. The role of the Advisory Board or Committee is to advise the City Council.
- Members will strive to respect and appreciate differences in approach and point of view, whether from their colleagues, City Council, staff or members of the public.
- Each member will participate in the group's discussions and work assignments without dominating the discussion or activity of the group.
- The board or committee chair will ensure that all members have a fair, balanced and respectful opportunity to share their knowledge and perspectives.
- The board or committee will attempt to reach consensus on issues. If consensus is not possible, strong differing opinions, such as minority opinions, should be recorded and acknowledged in the report to City Council.
- The agreement of an individual member of the board or committee must be obtained prior to the release of his or her personal member information obtained through the advisory board or committee membership.
- Members communicating in public on board or committee business must clarify that he or she is not speaking on behalf of the board or committee or the City, but as an individual, unless authorized to do so by the board or committee or the City.

It is the responsibility of members to attend all meetings to ensure that a quorum is present to conduct board or committee business. The Chair of the board or committee will maintain accurate attendance records. Council may remove an advisory board or committee member who misses, without being excused by the majority of the advisory board or committee, three consecutive meetings or more than 25 percent of the regular meetings during any calendar year.

Violations of the Code of Conduct

Violations of one or more of the standards or requirements of this Code of Conduct may result in the immediate termination of a member's appointment to serve on an advisory board or committee. Additionally, any member may be removed by Council action based on Council decision that removal is in the best interests of the City. Members may be removed from any advisory board or committee by a majority vote of the City Council.

Acknowledged and Agreed to:

Signature: 

Printed Name: EFRAAT (Efrat) LEVNER

Advisory Group: Arts Advisory Board

Date: Sept/24/2018

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

Council Activities

Suggested Action:

Council will report on activities and events recently attended. (If time allows.)

Attachments:

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

Council Reports

Suggested Action:

Council will report on activities and events recently attended. (If time allows.)

Attachments:

City Council Agenda Item Report

Meeting Date: November 13, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section:

Subject:

Meeting

Suggested Action:

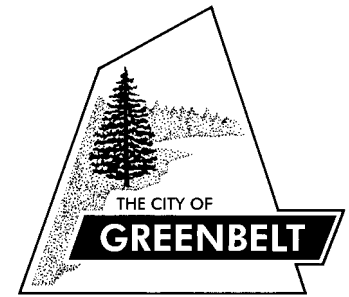
Attachments:

[meetings.pdf](#)

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

11/8/2018 3:16 PM



City Council Meetings & Work Sessions November – December

Regular Meeting	Tues.	11/13	8:00 pm
Work Session – Beltway Plaza Redevelopment, (CC)	Wed.	11/14	8:00 pm
New Greenbelt Connection Bus on Display	Mon.	11/19	7:30 pm
Work Session – Semi-Annual Transit Meeting	Mon.	11/19	8:00 pm
No Meeting – Thanksgiving	Wed.	11/21	
Regular Meeting	Mon.	11/26	8:00 pm
Business Coffee	Wed.	11/28	7:30 am
Work Session – Recreation Master Plan (tentatively), (CC)	Wed.	11/28	8:00 pm
Work Session – County Stormwater Outfall Restoration Project	Mon.	12/03	7:00 pm
Work Session - Public Safety with Chief Bowers	Mon.	12/03	8:30 pm
PGCMA Legislative Dinner, (Martin's Crosswinds)	Wed.	12/05	5:00 pm
Regular Meeting	Mon.	12/10	8:00 pm
Work Session – City-Wide Fiber Network/ City Manager Updates, (tentatively) (CC)	Wed.	12/12	8:00 pm
City Legislative Dinner (Crowne Plaza)	Mon.	12/17	6:00 pm
Work Session – Franklin Park, (CC)	Wed.	12/19	8:00 pm
No Meeting – Christmas Eve	Mon.	12/24	
No Meeting – Christmas	Wed.	12/26	

- Councilmembers will present reports on conferences, meetings and events as the last item of business at Monday Work Sessions.

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 MD RELAY at 711 or e-mail banderson@greenbeltmd.gov to reach the City Clerk. Unless otherwise noted, meetings will be held in the Council Room of the Municipal Building (MB) at 25 Crescent Rd. Meetings marked "CC" will be held in the Community Center at 15 Crescent Rd.

Bonita Anderson, City Clerk

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

fax (301) 441-8248
www.greenbeltmd.gov

MD RELAY 711

107

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

11/8/2018 3:16 PM

Ready to be scheduled:

Prince George's County Executive/County
Council member Todd Turner
WSSC
Forest Preserve/Community Gardens
Sustainable Land Care Policy
Capital Office Park
Dog Park
CRAB Report – Police Community Relations
Verizon
Roosevelt Center Owner
University of Maryland (2019)
Greenbelt Watershed Groups
ULI-TAP

For Later scheduling:

Zoning Enforcement
Parkway Apartment Owners/GHI (parking)
Northway Fields Master Plan
City Manager Updates (Jan, Pre-budget; July &
Sept/Oct)
Cemetery Plans
Meeting with County on Transportation Plan
Hotels
PRAB – Buddy Attick Park Master Plan
Forest Preserve Health Assessment