



CITY COUNCIL AGENDA

Regular Meeting

This meeting will be held in-person and virtual.

**25 Crescent Road
Greenbelt, MD 20770**

OR

**Virtual Participation
Zoom Webinar Attendees:**

**During "Petitions and Requests," please submit your request in writing via email to
questions@greenbeltmd.gov**

**[https://us02web.zoom.us/j/82391453036?
pwd=SXJkakpSaWgwQ1dBbWQ2OC9nMG9rZz09](https://us02web.zoom.us/j/82391453036?pwd=SXJkakpSaWgwQ1dBbWQ2OC9nMG9rZz09)**

Dial-in: 301 715 8592

Webinar ID: 823 9145 3036

Passcode: 156269

Monday, October 24, 2022

7:30 PM

I. ORGANIZATION (15 mins - 7:30 - 7:45 pm)

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

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

II. COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

7. Presentations

7a. National Breast Cancer Awareness Month

Suggested Action:

National Breast Cancer Awareness Month is recognized annually during October in honor of all who lost their lives to breast cancer and to recognize the courageous survivors still fighting their battle with it. Mayor Jordan will present a proclamation in recognition of National Breast Cancer Awareness Month. Ify A. Nwabukwu, Founder & Executive Director of the African Women's Cancer Awareness Association, will be present to receive proclamation.

[Breast Cancer Proclamation 2022.pdf](#)

7b. Municipal Government 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, Wild Rumpus, 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.

[Municipal Government Month Proclamation 2022.pdf](#)

7c. Maryland Economic Development Week Proclamation

Suggested Action:

October 24-28, 2022, is Maryland's Economic Development Week. Economic Development Week will emphasize to the general public the importance of economic development for the State of Maryland. The week is designed to increase an understanding of economic development's contribution to the State's business climate, job retention and growth, the tax base, and the overall quality of life in Maryland. Kevin Simpson, the City's Economic Development Manager, will be present to accept the proclamation and give an overview of this year's plans.

[Economic Development Week Proclamation 2022.pdf](#)

7d. Greenbelt Business Alliance

Suggested Action:

Kevin Simpson, the City's Economic Development Manager, will introduce the Greenbelt Business Alliance, and provide a presentation.

*8. * Minutes of Council Meetings

Suggested Action:

* Regular Meeting - May 23, 2022

* Interviews - October 17, 2022

* Interviews - October 19, 2022

[RM220523.pdf](#)

[INT221017.pdf](#)

[INT221019.pdf](#)

8a. Statement of Record - Closed Session, October 12, 2022

Suggested Action:

Reference: Statement for the Record, October 12, 2022

Closed Session of October 12, 2022: The following motion is needed: In accordance with the General Provisions Article, Section 3--06(C)(2) of the Annotated Code of Public General Laws of Maryland. I moved that the minutes of tonight's meeting reflect that Council met in closed session on Wednesday, October 12, 2022, at 7:34 pm, in the Council Chambers of the Municipal Building. Council held this closed meeting in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland: to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

The purpose of this meeting 1) to discuss personnel matters; 2) the Interim City Manager evaluation.

Vote to close session:

Mr. Byrd - Yes

Ms. Davis - Yes

Mr. Gordon - Yes

Ms. Pope - Yes

Mr. Roberts - No
Ms. Weaver - Yes
Mayor Jordan - Yes

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

Other individuals in attendance: None

Council took the following actions during this session: Agreed to put out a statement regarding the PSAC petition from 10/11, pending review of exact language (5-1-1, Mr. Roberts opposed, and Mr. Byrd abstained).

[Closed Session Forms.pdf](#)

9. Administrative Reports

Suggested Action:

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

https://www.greenbeltmd.gov/government/city-administration/city-manager-s-office/weekly-reports/-folder-1453#docan2352_4054_3510

*10. * Committee Reports

10a. Ethics Commission - Recommendation for Review of City Code and Financial Disclosure Statement

Suggested Action:

It is recommended that the City Council accept this report.

[Ethics Commission Recommendation to City Council Signed 10.13.2022.pdf](#)

[CH002 - Chapter 2 ADMINISTRATION.Public Ethics Ordinance.pdf](#)

III. LEGISLATION (30 mins - 8:30 - 9:00 pm)

11. City of Greenbelt Ordinance Amending Section 11-52 of the Code of the City of Greenbelt to Reduce the Amount of Time Certain Vehicles May be Legally Parked

Suggested Action:

- 2nd Reading, and Adoption

Reference: Parking Ordinance

Council requested staff review the parking regulation related to the long-term parking of vehicles on city streets. The current Parking Code 11-52 allows vehicles to remain in one location for up to 30 days. Staff reviewed other municipal codes and found

that the range is 36 hours to 10 days. Therefore, the staff recommends that the council adopt a 14-day time allowance. The attached resolution, drafted by the City's legal counsel, modifies City Code 11-52 to limit parking length to 14 days.

Ms. Pope introduced this ordinance for first reading at the last meeting. It is recommended the ordinance be introduced for second reading and moved for adoption tonight.

[Ordinance,.pdf](#)

IV. OTHER BUSINESS (60 mins - 9:00 - 10:00 pm)

12. Briefing on two notifications received for proposed modifications to existing telecommunication transmission facilities (Glen Oaks and Charlestowne North)
Suggested Action:

Reference: 7915 Mandan Rd. AT&T Proposal
8150 Lakecrest Dr. Verizon Proposal

The City has received notice of two applications pending review by the Prince George's County Telecommunications Transmission Facility Coordinating Committee. The authority to approve lies with the County, but the City has the right to submit comments to the County for consideration in its review.

The first application is for 7915 Mandan Road (Glen Oaks). And the proposal is to install wireless telecommunication equipment on an existing telecommunication facility, install additional ground equipment and to enlarge the fenced compound by 180 SQ FT. The work includes a 15-foot tower extension on an existing 85-foot monopole. The new facilities are intended to improve FirstNet and AT&T wireless services along and Mandan Road and surrounding areas.

The second application is for modifications to Verizon equipment located on the rooftop of Charlestowne North. The proposed work includes the replacement of six remote radio heads, installation of three antennas and retention of six antennas. Overall, the proposal represents a height change of six inches from the antennas that are currently located on the building. All work is to occur on the rooftop.

At this time staff is not aware of any zoning, engineering or FCC regulatory compliance issues that would warrant denial of the application. Staff will be

monitoring the County's review and the City has the right to submit comments anytime during the County's review process. In addition, recommends in the future proposals of this nature be reviewed on a staff level, and only scheduled for City Council review if staff finds cause for the City to submit comments for County consideration.

[7915 Mandan Rd. AT&T Proposal.pdf](#)

[8150 Lakecrest Dr. Verizon Proposal.pdf](#)

13. Authorization to Engage an Architect for New Space Analysis

Suggested Action:

Request to authorize the Interim City Manager to engage an architecture firm for the purpose of assessing new space/new constructions options to accommodate expanding city services and staff growth.

14. Award of Purchase - Police Vehicles

Suggested Action:

Reference: Memorandum, Captain Tim White, 10/20/2022

The FY 2023 General Fund and ARPA allocations include funding for the following Police vehicles:

Fifteen (15) Dodge Durango Police Package Vehicles (PPV)

Staff has identified a State of Maryland contract for Police vehicles under the Blanket Purchase Order BPO # 001B2600312 at a cost of \$43,068 per vehicle for a total cost of \$646,020. A combination of FY 2023 General Fund and ARPA funding have been allocated for the purchase of the police vehicles.

Included in Council's packet is a memorandum from Captain Tim White with additional details about the recommended purchases. Captain White and Chief Bowers will be present to answer any questions.

It is recommended that Council approve the purchase of the fifteen (15) police vehicles under the State of Maryland Blanket Purchase Order (BPO) # 001B2600312 from Hertrich Fleet Services at a total cost of \$646,020.

15. Council Activities

16. Council Reports

*17. * Meetings

[meetings.pdf](#)

*18. * Stakeholders

[Stakeholder Schedule.pdf](#)

*19. * Draft Consolidated Transportation Program (CTP) Letter

Suggested Action:

Reference: Consolidated Transportation Program Letter

Staff requests that the attached letter be placed on Council's consent agenda for tonight. Council has had the opportunity to review the State's Draft Consolidated Transpiration Program (CTP) for the fiscal year 2023-2028. The attached draft letter offers Council's comments.

Approval of this item on the consent agenda will indicate Council approval of sending the letter.

[CTP Letter_Draft. V. 2.Davis Edits 10.5.22.pdf](#)

*20. *Reappointment to Advisory Boards/Committees

Suggested Action:

Reference: Reappointment Survey

Stan Zirkin has indicated his willingness to continue to serve on the Public Safety Advisory Committee (PSAC).

Eunice Pierre has indicated her willingness to continue to serve on the Public Safety Advisory Committee (PSAC).

Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Zirkin and Ms. Pierre to a new term PSAC.

*21. * Resignation from Advisory Group

Suggested Action:

Reference: Email: E. Levner - 10/11/2022

Email: A. Spaid - 10/05/2022

Efrat Levner and Amanda Spaid have submitted their resignations from the Art Advisory Board (AAB). Approval of this item on the consent agenda will indicate the Council's intent to accept their resignations with regret.

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

National Breast Cancer Awareness Month

Suggested Action:

National Breast Cancer Awareness Month is recognized annually during October in honor of all who lost their lives to breast cancer and to recognize the courageous survivors still fighting their battle with it. Mayor Jordan will present a proclamation in recognition of National Breast Cancer Awareness Month. Ify A. Nwabukwu, Founder & Executive Director of the African Women's Cancer Awareness Association, will be present to receive proclamation.

Attachments:

[Breast CancerProclamation2022.pdf](#)

PROCLAMATION

WHEREAS, each year, countless Americans cope with pain and hardship caused by breast cancer, a disease that is one of the most common cancers and one of the leading causes of death among women; and

WHEREAS, during Breast Cancer Awareness Month we honor those who have lost their lives, and recognize the courageous survivors who are still fighting it; and

WHEREAS, hundreds of thousands of Americans this year will be newly diagnosed with breast cancer, while tens of thousands will lose their battle with this disease; and

WHEREAS, for these individuals and for their loved ones, we recommit ourselves to the essential work needed to forge a future free from cancer in all its forms; and

WHEREAS, research efforts have yielded progress in the diagnosis and treatment of breast cancer, and have increased survival rates --but it is crucial that we continue to build on this progress; and

WHEREAS, we commit to raising awareness about this disease by proudly displaying pink ribbons in Greenbelt this month, in order to acknowledge the dedicated advocates, medical professionals, researchers, and caregivers who fight for a world without breast cancer.

NOW, THEREFORE, I, Emmett V. Jordan, by the authority vested in me by the residents and City Council of Greenbelt, do hereby proclaim the month of October 2022

BREAST CANCER AWARENESS MONTH

in Greenbelt and encourage all residents to find out if they are at increased risk through local screenings and to join in activities that increase awareness of what Americans can do to prevent breast cancer.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 24th day of October 2022.

EMMETT V. JORDAN
Mayor

ATTEST:

Bonita Anderson
City Clerk

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

Municipal Government 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, Wild Rumpus, 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.

Attachments:

[Municipal Government Month Proclamation 2022.pdf](#)

P R O C L A M A T I O N

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 residents' 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 sponsors many activities that display government in action, including the Community Health and Wellness Fair, the Walk to School Day, the "If I Were Mayor" contest for fourth grade students, the Welcome Packet program, FallFest, The Halloween Wild Rumpus, and Electronics Recycling as well as many other events throughout the month showing Municipal Government in action through Greenbelt's social media sites.

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

MUNICIPAL GOVERNMENT MONTH

in the City of Greenbelt and join the Maryland Municipal League and our 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 24th day of October 2022.

Emmett V. Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

Maryland Economic Development Week Proclamation

Suggested Action:

October 24-28, 2022, is Maryland's Economic Development Week. Economic Development Week will emphasize to the general public the importance of economic development for the State of Maryland. The week is designed to increase an understanding of economic development's contribution to the State's business climate, job retention and growth, the tax base, and the overall quality of life in Maryland. Kevin Simpson, the City's Economic Development Manager, will be present to accept the proclamation and give an overview of this year's plans.

Attachments:

[Economic Development Week Proclamation 2022.pdf](#)

PROCLAMATION

WHEREAS, *Greenbelt is home to a vibrant and diverse business community that provides jobs, amenities and supports our quality of life; and*

WHEREAS, *the City of Greenbelt's Economic Development Department has promoted and supported economic development by serving as a liaison to entrepreneurs and businesses, offering technical assistance for sustainable business growth, and providing necessary linkages to county, state and federal resources and partnering organizations; and*

WHEREAS, *Greenbelt is member of the Maryland Economic Development Association (MEDA), a nonprofit organization established in 1961 whose mission is to enhance the knowledge and skills of its members, encourages partnerships and networking among people committed to bringing jobs and capital to Maryland, and promotes economic development as an investment in Maryland; and*

WHEREAS, *the economic growth and stability of the State affects all regions and jurisdictions of Maryland, and the City of Greenbelt's economic development efforts are important components of the State's economic success and will continue to work to support the improvement and recovery efforts of local businesses.*

NOW, THEREFORE, *I, Emmett V. Jordan, by the authority vested in me by the residents and City Council of Greenbelt, hereby proclaims the week of October 24 – 28, 2022 as*

MARYLAND ECONOMIC DEVELOPMENT WEEK

to highlight the investment in partnerships that strengthen our competitiveness in Greenbelt, and ask all to join with us to recognize and reaffirm the importance of business development locally and statewide.

IN WITNESS WHEREOF, *I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 24th day of October 2022.*

Emmett V. Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Presentations

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

Greenbelt Business Alliance

Suggested Action:

Kevin Simpson, the City's Economic Development Manager, will introduce the Greenbelt Business Alliance, and provide a presentation.

Attachments:

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

* Minutes of Council Meetings

Suggested Action:

* Regular Meeting - May 23, 2022

* Interviews - October 17, 2022

* Interviews - October 19, 2022

Attachments:

[RM220523.pdf](#)

[INT221017.pdf](#)

[INT221019.pdf](#)

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held May 23, 2022.

Mayor Jordan called the meeting to order at 7:30 pm.

ROLL CALL was answered by Councilmembers Colin A. Byrd, Judith F. Davis, Brandon R. Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

ALSO PRESENT were Tim George, Interim City Manager; Kevin Carpenter-Driscoll, Environmental Coordinator; Chondria Andrews, Public Information and Communications Coordinator; James Wisniewski, Public Information Producer; and Bonita Anderson, City Clerk.

Mayor Jordan asked for a moment of silence in honor of former residents Roberta McNamara, Janet (Jan) Kuhn, and Stephen Griffin Hunt, Sr.

Mr. Byrd then led the Pledge of Allegiance to the Flag.

PETITIONS AND REQUESTS:

Bill Orleans, a resident, requested that the Ethics Commission review all candidate financial disclosure forms.

Cathleen Stewart, a resident, complained about Mr. Byrd and referenced that the Council needs a Code of Ethics.

Johanson Montebello, a resident, shared concern about an incident with a neighbor hitting golf balls and the Greenbelt Police Department's response.

Douglas Payne, a resident, requested that the City Council provide financial assistance for those facing eviction.

Johnny Smith, a CASA representative, requested that the City Council provide financial assistance for those facing eviction.

CONSENT AGENDA: It was moved by Ms. Davis and seconded by Mr. Gordon that the consent agenda be approved with that amendment. The motion passed 7-0.

Council thereby took the following actions:

MINUTES OF COUNCIL MEETINGS

Work Session – March 24, 2021

Work Session – March 9, 2022

Work Session – March 30, 2022

Work Session – April 6, 2022

Approved as presented.

REAPPOINTMENT TO ADVISORY BOARDS: Council approved the reappointment of Laura Kressler to the Public Safety Advisory Committee, Shaymar Higgs to the Arts Advisory Board, Betty Timer and Marty Galvin to the Senior Citizen Advisory Committee.

RESIGNATION FROM ADVISORY GROUP: Council accepted the resignation of William Manico from the Greenbelt Advisory Committee on Environmental Sustainability.

APPROVAL OF AGENDA: It was moved by Ms. Davis and seconded by Ms. Pope that the agenda be approved as presented. The motion passed 7-0.

PRESENTATIONS:

Memorial Day Poppy Presentation: Mayor Jordan announced that the American Legion Post 136 would hold its commemoration of Memorial Day on May 30 in honor of those who have died in combat while observing the history of the Memorial Day poppy symbol. Members of the Ladies Auxiliary and presented poppies to the Council and others.

Peace Month Proclamation: Mayor Jordan proclaimed June as Peace Month. Alexander Barnes Sr. received the proclamation on behalf of the Prince George's Peace and Justice Coalition. Mr. Barnes described the upcoming activities for Peace Month.

Chesapeake Bay Awareness Week Proclamation: Mayor Jordan declared June 4-12, 2022, as Chesapeake Bay Awareness Week. Kevin Carpenter-Driscoll, the Environmental Coordinator, was present to accept the proclamation on behalf of the Public Works Department and provided Council will an overview of this year's events.

Public Hearing on the Proposed Fiscal Year 2023 Budget/Constant Yield Tax Rate:

Mayor Jordan read the agenda comments. He then announced the meeting was recessed at 8:23 pm for the hearing.

Mayor Jordan read a statement from Scott Landry.

Mr. George explained an error in the first Constant Yield Tax Rate advertisement and that the City will maintain the same rate as last year.

Mr. Roberts suggested ARPA funds be allocated for a park in Greenbelt West, not tax dollars.

The regular meeting reconvened at 8:37 pm.

MINUTES OF COUNCIL MEETINGS: None

ADMINISTRATIVE REPORTS:

Mr. George noted the completion of interviews for the Public Works Director, and a selection had been made while waiting for background and reference checks. Staff will follow up with Council. Mr. George also noted that he and Debi Sandlin, Acting Assistant City Manager, rewrote the Economic Development Coordinator position description to be reposted. Lastly, Mr. George indicated security issues at Franklin Park. Staff will be installing security cameras and lighting.

LEGISLATION: None

OTHER BUSINESS:

Council Standing Rules and Workplan: Ms. Pope moved that Council modify the start time of work sessions to 7:30 pm. Mr. Gordon seconded. The motion passed 6-1. (Mr. Roberts)

ARPA Immediate Funding: Additional Rental Assistance: Mayor Jordan read the agenda comments. Dr. Park provided a brief overview of the City's Rental and Utility Assistance Program, which will help residents move away from direct assistance and toward financial stability. She indicated that there is an additional need to implement additional funds for a one-time grant of up to \$4,000 per resident towards rental assistance.

Ms. Davis moved that Council approve additional rental assistance as described by Dr. Park. Ms. Pope seconded. The motion passed 7-0.

A Proposal for Discussion and Possible Council Action: Ms. Davis proposed taking \$100,000 from the allotted amount for mortgage assistance and adding it for rental assistance. Mr. Gordon seconded.

Mr. Byrd moved to amend the motion to increase the amount to \$200,000. Mr. Roberts seconded. The motion failed 3-4. (Mayor Jordan, Ms. Weaver, Ms. Davis, and Ms. Pope)

The motion passed 4-3. (Mayor Jordan, Ms. Pope, and Mr. Roberts)

CB-14-2-22. Accessory Disposable Food Service Ware: Mayor Jordan read the background information enclosed in an email. Ms. Davis moved to support CB-14-22. Mayor Jordan seconded. The motion passed 7-0.

COUNCIL ACTIVITIES

Sustainable Maryland Steering Committee meeting – Ms. Davis

Volunteer Appreciation Brunch, GAIL, Green Ridge House – Mayor Jordan and Ms. Davis

Chesapeake Bay Policy Committee meeting, COG – Ms. Davis

34th Annual Candlelight Vigil, Police Memorial Week – Ms. Weaver, Ms. Pope in-person; and Ms. Davis virtually

Grand Opening of the Beyond the Screen Theater – Mayor Jordan, Ms. Weaver, Ms. Davis, Ms. Pope and Mr. Gordon

Central Maryland Transportation and Mobility Commission meeting - Ms. Davis

PGCMA Membership meeting – Mayor Jordan, Ms. Weaver, Mr. Gordon in person; Ms. Davis and Ms. Pope virtually

PGCMA Legislative Committee meeting – Ms. Davis

MEETINGS: Council reviewed the meeting schedule.

ADJOURNMENT: A motion to adjourn the meeting was made by Ms. Davis and seconded by Ms. Pope. The motion carried 7-0. The Mayor adjourned the regular meeting on May 23, 2022, at 10:05 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 May 23, 2022.

Emmett V. Jordan
Mayor

MINUTES OF THE GREENBELT CITY COUNCIL INTERVIEW held Monday, October 17, 2022, for the purpose of interviewing a candidate for the Reparations Commission.

The meeting began at 7:01 p.m.

The meeting was held in the Council Chambers of the Municipal Building.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Brandon (Ric) Gordon, Silke I. Pope, Rodney M. Roberts (arrived at 7:08 pm), Kristen L.K. Weaver, and Mayor Emmett V. Jordan (arrived at 7:03 pm).

Staff present was Bonita Anderson, City Clerk.

Also present was Bill Orleans.

Shabnam Mojtajedi was interviewed for an appointment to the Reparations Commission.

The interview ended at 7:17 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

MINUTES OF THE GREENBELT CITY COUNCIL INTERVIEW held Monday, October 17, 2022, for the purpose of interviewing a candidate for the Reparations Commission.

The meeting began at 7:21 p.m.

The meeting was held in the Council Chambers of the Municipal Building.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Brandon (Ric) Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Staff present was Bonita Anderson, City Clerk.

Lois Rosado was interviewed for an appointment to the Reparations Commission.

The interview ended at 7:41 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

MINUTES OF THE GREENBELT CITY COUNCIL INTERVIEW held Monday, October 17, 2022, for the purpose of interviewing a candidate for the Reparations Commission.

The meeting began at 7:43 p.m.

The meeting was held in the Council Chambers of the Municipal Building.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Brandon (Ric) Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Staff present was Bonita Anderson, City Clerk.

Also present was Bill Orleans.

Gail Crichlow was interviewed for an appointment to the Reparations Commission.

The interview ended at 8:02 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

MINUTES OF THE GREENBELT CITY COUNCIL INTERVIEW held Monday, October 17, 2022, for the purpose of interviewing a candidate for the Reparations Commission.

The meeting began at 8:04 p.m.

The meeting was held in the Council Chambers of the Municipal Building.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Brandon (Ric) Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Staff present was Bonita Anderson, City Clerk.

Also present was Bill Orleans.

Yasmin Beckford was interviewed for an appointment to the Reparations Commission.

The interview ended at 8:22 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

MINUTES OF THE GREENBELT CITY COUNCIL INTERVIEW held Monday, October 17, 2022, for the purpose of interviewing a candidate for the Reparations Commission.

The meeting began at 8:31 p.m.

The meeting was held in the Council Chambers of the Municipal Building.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Brandon (Ric) Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Staff present was Bonita Anderson, City Clerk.

Also present was Bill Orleans.

Robert Rand was interviewed for an appointment to the Reparations Commission.

The interview ended at 8:45 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

MINUTES OF THE GREENBELT CITY COUNCIL INTERVIEW held Wednesday, October 19, 2022, for the purpose of interviewing a candidate for the Reparations Commission.

The meeting began at 7:00 p.m.

The meeting was held in the Council Chambers of the Municipal Building.

Present were Councilmembers Colin A. Byrd (7:02 pm), Judith F. Davis, Brandon (Ric) Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Staff present was Shaniya Lashley-Mullen, Assistant to the City Clerk

Also present was Bill Orleans.

Francis DeBernardo was interviewed for an appointment to the Reparations Commission.

The interview ended at 7:17 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

MINUTES OF THE GREENBELT CITY COUNCIL INTERVIEW held Wednesday, October 19, 2022, for the purpose of interviewing a candidate for the Reparations Commission.

The meeting began at 7:39 p.m.

The meeting was held in the Council Chambers of the Municipal Building.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Brandon (Ric) Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Staff present was Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also was present was Bill Orleans.

Tom Adams was interviewed for an appointment to the Reparations Commission.

The interview ended at 7:58 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

MINUTES OF THE GREENBELT CITY COUNCIL INTERVIEW held Wednesday, October 19, 2022, for the purpose of interviewing a candidate for the Reparations Commission.

The meeting began at 8:00 p.m.

The meeting was held in the Council Chambers of the Municipal Building.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Brandon (Ric) Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Staff present was Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also was present Bill Orleans.

Susan Taylor was interviewed for an appointment to the Reparations Commission.

The interview ended at 8:23 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

MINUTES OF THE GREENBELT CITY COUNCIL INTERVIEW held Wednesday, October 19, 2022, for the purpose of interviewing a candidate for the Reparations Commission.

The meeting began at 8:24 p.m.

The meeting was held in the Council Chambers of the Municipal Building.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Brandon (Ric) Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Staff present was Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also present was Bill Orleans.

Mark Wilson was interviewed for an appointment to the Reparations Commission.

The interview ended at 8:41 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

MINUTES OF THE GREENBELT CITY COUNCIL INTERVIEW held Wednesday, October 19, 2022, for the purpose of interviewing a candidate for the Reparations Commission.

The meeting began at 8:43 p.m.

The meeting was held in the Council Chambers of the Municipal Building.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Brandon (Ric) Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Staff present was Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also present was Bill Orleans.

Dr. Chelsea Barnes was interviewed for an appointment to the Reparations Commission.

The interview ended at 8:56 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

MINUTES OF THE GREENBELT CITY COUNCIL INTERVIEW held Wednesday, October 19, 2022, for the purpose of interviewing a candidate for the Reparations Commission.

The meeting began at 9:01 p.m.

The meeting was held in the Council Chambers of the Municipal Building.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Brandon (Ric) Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Staff present was Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also present was Bill Orleans.

LaWann Stribling was interviewed for an appointment to the Reparations Commission.

The interview ended at 9:17 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

Statement of Record - Closed Session, October 12, 2022

Suggested Action:

Reference: Statement for the Record, October 12, 2022

Closed Session of October 12, 2022: The following motion is needed: In accordance with the General Provisions Article, Section 3--06(C)(2) of the Annotated Code of Public General Laws of Maryland. I moved that the minutes of tonight's meeting reflect that Council met in closed session on Wednesday, October 12, 2022, at 7:34 pm, in the Council Chambers of the Municipal Building. Council held this closed meeting in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland: to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

The purpose of this meeting 1) to discuss personnel matters; 2) the Interim City Manager evaluation.

Vote to close session:

Mr. Byrd - Yes

Ms. Davis - Yes

Mr. Gordon - Yes

Ms. Pope - Yes

Mr. Roberts - No

Ms. Weaver - Yes

Mayor Jordan - Yes

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

Other individuals in attendance: None

Council took the following actions during this session: Agreed to put out a statement regarding the PSAC petition from 10/11, pending review of exact language (5-1-1, Mr. Roberts opposed, and Mr. Byrd abstained).

Attachments:

[Closed Session Forms.pdf](#)

Date 10/12/2022

Begin in open session

Note time Open Special Meeting Began 7:32

Members of Public in Attendance: Bill Orleans,

Note any informational items discussed: information picked up from MML
regarding EV fleet

TO MOVE INTO CLOSED SESSION

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

The purpose of this meeting is 1) Interim City Manager evaluation to; 2) Discuss Personnel Matters

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

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

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

Date: 10/12/2022 Time: 7:34 pm Location: Council Chambers

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

Members voting to close meeting:

	Yes	No	Abstain	Absent
Mr. Byrd	x			
Ms. Davis	x			
Mr. Gordon	x			
Ms. Pope	x			
Mr. Roberts		x		
Ms. Weaver	x			
Mayor Jordan	x			

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

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

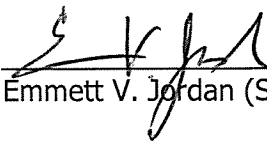
- (10) [] To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including:
- (i) the deployment of fire and police services and staff; and
 - (ii) the development and implementation of emergency plans;
- (11) [] To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

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

§3-305(b) (1) Performance evaluation of Interim City Manager; other personnel matters

§3-305(b) ()

§3-305(b) ()

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

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

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

STAFF/OTHERS PRESENT:

Tim George

TOPICS DISCUSSED:

Personnel matters related to recent petition; performance evaluation of Interim City
Manager

ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: Agreed to put out statement regarding the
PSAC petition from 10/11, pending review of exact language (5-1-1, Roberts opposed,
Byrd abstained)

TIME CLOSED SESSION ADJOURNED: 10:10

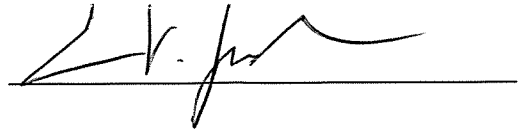
PLACE OF CLOSED SESSION: Council Chambers

PURPOSE OF CLOSED SESSION: PERFORMANCE EVALUATION FOR INTERIM CITY MANAGER; OTHER
PERSONNEL ISSUES

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

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

SIGNATURE OF PRESIDING OFFICER:



Form Revised: 01/31/22

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Council Reports

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

* Ethics Commission - Recommendation for Review of City Code and Financial Disclosure Statement

Suggested Action:

It is recommended that the City Council accept this report.

Attachments:

[Ethics Commission Recommendation to City Council Signed 10.13.2022.pdf](#)

[CH002 - Chapter 2 ADMINISTRATION.Public Ethics Ordinance.pdf](#)

Sieglinde T Peterson

[REDACTED]

[REDACTED]

October 13, 2022

Greenbelt City Council

25 Crescent Road

Greenbelt, MD 20770

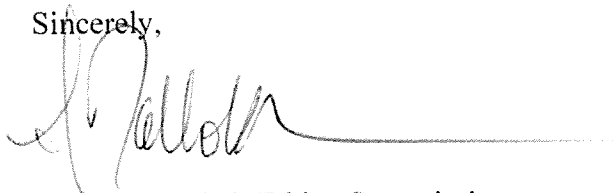
Re: Recommendation for Review of City Code and Financial Disclosure Statement

Dear Mayor Jordan and Esteemed Councilmembers,

The Greenbelt Ethics commission met on October 10, 2022, and reviewed the City of Greenbelt, Maryland Public Ethics Ordinance (§§2-106--2-115) and the Financial Disclosure form that we ask candidates for office, councilmembers, staff and some committee members to fill out each year. We also consulted Mr. Jason DeLoach, Greenbelt's City Solicitor, that evening as well.

The city code has not been amended since September 26, 2011, and there have been several amendments and updates that the state of Maryland has made to its ethics rules since that time. We are concerned that Greenbelt's code does not match the requirements that the state has set forth. We are also concerned that the City's Financial Disclosure Statement/Form might not meet state requirements for the information it requests. Therefore, the commission unanimously recommends that Mr. DeLoach be asked to review the city ethics ordinance and the disclosure form and amend the ordinance so that it meets state requirements. Once he has made those recommendations, we will review them and then, if appropriate, send them to you for approval.

Sincerely,



Chair, Greenbelt Ethics Commission

All police cadets and all persons appointed by the city manager to perform the duty of park patrol shall have the authority to issue citations for violations of city parking regulations, to issue warnings relating to the violation of city ordinances and regulations; and to request the assistance of a regular police officer, when required, for the purpose of assuring the enforcement of all laws and maintaining good order and peace. (Code 1971, § 2-6A)

Secs. 2-78--2-85. Reserved.

DIVISION 3.

FIRE PROTECTION AND RESCUE WORK*

* **Cross References:** Designation of fire lanes, § 11-10.

Sec. 2-86. Responsibilities of volunteer department and rescue squad.

The Greenbelt Volunteer Fire Department and Rescue Squad, affiliated with the Prince George's County Volunteer Fire Department and Rescue Squad Association, is hereby designated the responsible fire-fighting, rescue and ambulance organizations for the city. (Code 1971, § 2-8)

Secs. 2-87--2-105. Reserved.

ARTICLE IV.

PUBLIC ETHICS*

* **Editors Note:** Ord. No. 1318, adopted September 26, 2011, amended Art. IV, in its entirety, to read as herein set out in §§ 2-106--2-115. Prior to inclusion of said ordinance, Art. IV pertained to "ethics." See also the Code Comparative Table.

Cross References: Miscellaneous employee conduct rules, § 13-161 et seq.

Sec. 2-106. Short title.

This article may be cited as the City of Greenbelt, Maryland Public Ethics Ordinance. (Ord. No. 1318, 9-26-11)

Sec. 2-107. Statement of purpose and policy.

(a) The City of Greenbelt recognizing that our system of representative government is dependent in part upon the people maintaining the highest trust in their public officials and employees, finds and declares that the people have a right to be assured that the impartiality and independent judgment of public officials and employees will be maintained.

(b) It is evident that this confidence and trust is eroded when the conduct of the city's business is subject to improper influence and even the appearance of improper influence.

(c) For the purpose of guarding against improper influence, the Greenbelt City Council enacts this Public Ethics Ordinance to require City of Greenbelt elected officials, appointed officials, employees, and individuals appointed to various boards and committees to disclose their financial affairs and to set minimum standards for the conduct of local government business.

(d) It is the intention of the Greenbelt City Council that this article, except its provisions for criminal sanctions, be liberally construed to accomplish this purpose.
(Ord. No. 1318, 9-26-11)

Sec. 2-108. Definitions.

In this section, the following terms have the meanings indicated.

(a) "Business entity:"i>

(1) "Business entity" means a corporation, general or limited partnership, sole proprietorship, joint venture, unincorporated association or firm, institution, trust, foundation, or other organization, whether or not operated for profit.

(2) Business entity does not include a governmental entity.

(b) "Commission"i> means the City of Greenbelt Ethics Commission established under section 2-109(a) of this article.

(c) "Compensation:"i>

(1) "Compensation" means any money or thing of value, regardless of form, received or to be received by any individual covered by this article from an employer for service rendered.

(2) For the purposes of section 2-113 of this article, if lobbying is only a portion of a person's employment, "compensation" means a prorated amount based on the time devoted to lobbying compared to the time devoted to other employment duties.

(d) "Doing business with"i> means:

(1) Having or negotiating a contract that involves the commitment, either in a single or combination of transactions, of five thousand dollars (\$5,000.00) or more of city controlled funds;

(2) Being regulated by or otherwise subject to the authority of the City of Greenbelt; or

(3) Being registered as a lobbyist under section 2-113 of this article.

(e) "Elected official"i> means any individual who holds an elective office of the City of Greenbelt.

- (f) "Employee:"i>
- (1) "Employee" means an individual who is employed by the City of Greenbelt.
 - (2) "Employee" does not include an elected local official.
- (g) "Financial interest"i> means:
- (1) Ownership of any interest as the result of which the owner has received, within the past three (3) years, or is presently receiving, or in the future is entitled to receive, more than one thousand dollars (\$1,000.00) per year; or
 - (2) Ownership, or the ownership of securities of any kind representing or convertible into ownership, of more than three (3) percent of a business entity by a City of Greenbelt official or employee, or the spouse of an official or employee.
- (h) "Gift:"i>
- (1) "Gift" means the transfer of anything of economic value, regardless of the form, without adequate and lawful consideration.
 - (2) "Gift" does not include a political campaign contribution regulated under Election Law Article, Annotated Code of Maryland, or any other provision of state or local law regulating the conduct of elections or the receipt of political campaign contributions.
- (i) "Immediate family"i> means a spouse and dependent children.
- (j) "Interest:"i>
- (1) "Interest" means a legal or equitable economic interest, whether or not subject to an encumbrance or a condition, that is owned or held, in whole or in part, jointly or severally, directly or indirectly.
 - (2) For purposes of section 2-111 of this article, "interest" includes any interest held at any time during the reporting period.
 - (3) "Interest" does not include:
 - (i) An interest held in the capacity of a personal agent, custodian, fiduciary, personal representative, or trustee, unless the holder has an equitable interest in the subject matter;
 - (ii) An interest in a time or demand deposit in a financial institution;
 - (iii) An interest in an insurance policy, endowment policy, or annuity contract under which an insurer promises to pay a fixed amount of money either in a lump sum

or periodically for life or a specified period;

(iv) A common trust fund or a trust which forms part of a pension or profit sharing plan which has more than twenty-five (25) participants and which has been determined by the Internal Revenue Service to be a qualified trust under the Internal Revenue Code; or

(v) A college savings plan under the Internal Revenue Code.

(k) "Lobbyist"i> means a person required to register and report expenses related to lobbying under section 2-113 of this article.

(l) "Lobbying"i> means:

(1) Communicating in the presence of a City of Greenbelt official or employee with the intent to influence any official action of that official or employee; or

(2) Engaging in activities with the express purpose of soliciting others to communicate with a City of Greenbelt official or employee with the intent to influence that official or employee.

(m) "Official"i> means an elected official, an employee of the City of Greenbelt or a person appointed to or employed by the City of Greenbelt, City Advisory Board or Committee, or similar entity:

(1) Whether or not paid in whole or in part with City of Greenbelt funds; and

(2) Whether or not compensated.

(n) "Person"i> includes an individual or business entity.

(o) "Qualified relative"i> means a spouse, parent, child, brother, or sister.

(Ord. No. 1318, 9-26-11)

Sec. 2-109. Administration.

(a) (1) There is a City of Greenbelt Ethics Commission that consists of three (3) regular members, appointed by the city council.

(2) The commission members shall serve three-year terms.

(3) A commission member may serve until a successor is appointed and qualifies.

(b) (1) The commission shall elect a chair and a vice-chair from among its members.

(2) The term of the chair and vice-chair is one (1) year.

- (3) The chair and vice-chair may be reelected.
- (c)
 - (1) The city solicitor shall assist the commission in carrying out the commission's duties.
 - (2) If a conflict of interest under section 2-110 of this article or other conflict prohibits the city solicitor from assisting the commission in a matter, the city shall provide sufficient funds for the commission to hire independent counsel for the duration of the conflict.
- (d) The commission is the advisory body responsible for interpreting this article and advising persons subject to this article regarding its application.
- (e) The commission shall hear and decide, with the advice of the city solicitor or other legal counsel if appropriate, all complaints filed regarding alleged violations of this article by any person.
- (f) The commission or an office designated by the commission shall retain as a public record all forms submitted by any person under this article for at least four (4) years after receipt by the commission.
- (g) The commission shall conduct a public information and education program regarding the purpose and implementation of this article.
- (h) The commission shall certify to the state ethics commission on or before October 1 of each year that the City of Greenbelt is in compliance with the requirements of State Government Article, Title 15, Subtitle 8, Annotated Code of Maryland, for elected local officials.
- (i) The commission shall:
 - (1) Determine if changes to this article are required to be in compliance with the requirements of State Government Article, Title 15, Subtitle 8, Annotated Code of Maryland; and
 - (2) Shall forward any recommended changes and amendments to the city council for enactment.
- (j)
 - (1) Any person subject to this article may request an advisory opinion from the commission concerning the application of this article.
 - (2) The commission shall respond promptly to a request for an advisory opinion and shall provide interpretations of this article based on the facts provided or reasonably available to the commission within sixty (60) days of the request.
 - (3) In accordance with all applicable state and city laws regarding public records, the commission shall publish or otherwise make available to the public copies of the advisory opinions, with the identities of the subjects deleted.
 - (4) The commission may adopt additional policies and procedures related to the advisory opinion request process.

(k) (1) Any person may file a complaint with the commission alleging a violation of any of the provisions of this article.

(2) A complaint shall be in writing and under oath.

(3) The commission may refer a complaint to the city solicitor or other legal counsel if appropriate, for investigation and review.

(4) The commission may dismiss a complaint if, after receiving an investigative report, the commission determines that there are insufficient facts upon which to base a determination of a violation.

(5) If there is a reasonable basis for believing a violation has occurred, the subject of the complaint shall be given an opportunity for a hearing conducted in accordance with the applicable commission rules of procedure.

(6) A final determination of a violation resulting from the hearing shall include findings of fact and conclusions of law.

(7) Upon finding of a violation, the commission may take any enforcement action provided for in section 2-114 of this article.

(8) (i) After a complaint is filed and until a final finding of a violation by the commission, all actions regarding a complaint are confidential.

(ii) A finding of a violation is public information.

(9) The commission may adopt additional policies and procedures related to complaints, complaint hearings, the use of independent investigators and staff, the use of witness and document subpoenas, and cure and settlement agreements.

(l) The commission may grant exemptions to or modifications of the conflict of interest and financial disclosure provisions of this article to officials or employees serving as members of city boards and committees, when the commission finds that the exemption or modification would not be contrary to the purposes of this article, and the application of this article would:

(1) Constitute an unreasonable invasion of privacy; and

(2) Significantly reduce the availability of qualified persons for public service.

(m) The commission may:

(1) Assess a late fee of two dollars (\$2.00) per day up to a maximum of two hundred fifty dollars (\$250.00) for a failure to timely file a financial disclosure statement required under section 2-111 or section 2-112 of this article; and

- (2) Assess a late fee of ten dollars (\$10.00) per day up to a maximum of two hundred fifty dollars (\$250.00) for a failure to file a timely lobbyist registration or lobbyist report required under section 2-113 of this article.

(Ord. No. 1318, 9-26-11)

Sec. 2-110. Prohibited conduct and interests.

- (a) Participation prohibitions.i>

- (1) Except as permitted by commission regulation or opinion, an official or employee may not participate in:

- (i) Except in the exercise of an administrative or ministerial duty that does not affect the disposition or decision of the matter, any matter in which, to the knowledge of the official or employee, the official or employee or a qualified relative of the official or employee has an interest.

- (ii) Except in the exercise of an administrative or ministerial duty that does not affect the disposition or decision with respect to the matter, any matter in which any of the following is a party:

- (A) A business entity in which the official or employee has a direct financial interest of which the official or employee may reasonably be expected to know;
 - (B) A business entity for which the official, employee, or a qualified relative of the official or employee is an officer, director, trustee, partner, or employee;
 - (C) A business entity with which the official or employee or, to the knowledge of the official or employee, a qualified relative is negotiating employment or has any arrangement concerning prospective employment;
 - (D) If the contract reasonably could be expected to result in a conflict between the private interests of the official or employee and the official duties of the official or employee, a business entity that is a party to an existing contract with the official or employee, or which, to the knowledge of the official or employee, is a party to a contract with a qualified relative;
 - (E) An entity, doing business with the city in which a direct financial interest is owned by another entity in which the official or employee has a direct financial interest, if the official or employee may be reasonably expected to know of both direct financial interests; or
 - (F) A business entity that:
 - 1. The official or employee knows is a creditor or obligee of the official or employee or a qualified relative of the official or employee with respect to

a thing of economic value; and

2. As a creditor or obligee, is in a position to directly and substantially affect the interest of the official or employee or a qualified relative of the official or employee.
- (2) A person who is disqualified from participating under paragraph (1) of this subsection shall disclose the nature and circumstances of the conflict and may participate or act if:
 - (i) The disqualification leaves a body with less than a quorum capable of acting;
 - (ii) The disqualified official or employee is required by law to act; or
 - (iii) The disqualified official or employee is the only person authorized to act.
 - (3) The prohibitions of paragraph (1) of this subsection do not apply if participation is allowed by regulation or opinion of the commission.
- (b) Employment and financial interest restrictions.i>
- (1) Except as permitted by regulation of the commission when the interest is disclosed or when the employment does not create a conflict of interest or appearance of conflict, an official or employee may not:
 - (i) Be employed by or have a financial interest in any entity:
 - (A) Subject to the authority of the official or employee or the city agency, board, committee or commission with which the official or employee is affiliated; or
 - (B) That is negotiating or has entered a contract with the agency, board, committee or commission with which the official or employee is affiliated; or
 - (ii) Hold any other employment relationship that would impair the impartiality or independence of judgment of the official or employee.
 - (2) The prohibitions of paragraph (1) of this subsection do not apply to:
 - (i) An official or employee who is appointed to a regulatory or licensing authority pursuant to a statutory requirement that persons subject to the jurisdiction of the authority be represented in appointments to the authority;
 - (ii) Subject to other provisions of law, a member of a board or commission in regard to a financial interest or employment held at the time of appointment, provided the financial interest or employment is publicly disclosed to the appointing authority and the commission;

- (iii) An official or employee whose duties are ministerial, if the private employment or financial interest does not create a conflict of interest or the appearance of a conflict of interest, as permitted and in accordance with regulations adopted by the commission; or
 - (iv) Employment or financial interests allowed by regulation of the commission if the employment does not create a conflict of interest or the appearance of a conflict of interest or the financial interest is disclosed.
- (c) Post-employment limitations and restrictions.i>
 - (1) A former official or employee may not assist or represent any party other than the city for compensation in a case, contract, or other specific matter involving the city if that matter is one in which the former official or employee significantly participated as an official or employee.
 - (2) Until the conclusion of the next regular session that begins after the elected official leaves office, a former member of the city council may not assist or represent another party for compensation in a matter that is the subject of legislative action.
- (d) Contingent compensation.i> Except in a judicial or quasi-judicial proceeding, an official or employee may not assist or represent a party for contingent compensation in any matter before or involving the city.
- (e) Use of prestige of office.i>
 - (1) An official or employee may not intentionally use the prestige of office or public position for the private gain of that official or employee or the private gain of another.
 - (2) This subsection does not prohibit the performance of usual and customary constituent services by an elected official without additional compensation.
- (f) Solicitation and acceptance of gifts.i>
 - (1) An official or employee may not solicit any gift.
 - (2) An official or employee may not directly solicit or facilitate the solicitation of a gift, on behalf of another person, from an individual regulated lobbyist.
 - (3) An official or employee may not knowingly accept a gift, directly or indirectly, from a person that the official or employee knows or has reason to know:
 - (i) Is doing business with or seeking to do business with the city office, agency, board, committee or commission with which the official or employee is affiliated;
 - (ii) Has financial interests that may be substantially and materially affected, in a manner distinguishable from the public generally, by the performance or nonperformance of the official duties of the official or employee;

- (iii) Is engaged in an activity regulated or controlled by the official's or employee's governmental unit; or
 - (iv) Is a lobbyist with respect to matters within the jurisdiction of the official or employee.
- (4) (i) This paragraph does apply to a gift:
- (A) That would tend to impair the impartiality and the independence of judgment of the official or employee receiving the gift;
 - (B) Of significant value that would give the appearance of impairing the impartiality and independence of judgment of the official or employee; or
 - (C) Of significant value that the recipient official or employee believes or has reason to believe is designed to impair the impartiality and independence of judgment of the official or employee.
- (ii) Notwithstanding paragraph (3) of this subsection, an official or employee may accept the following:
- (A) Meals and beverages consumed in the presence of the donor or sponsoring entity;
 - (B) Ceremonial gifts or awards that have insignificant monetary value;
 - (C) Unsolicited gifts of nominal value that do not exceed twenty dollars (\$20.00) in cost or trivial items of informational value;
 - (D) Reasonable expenses for food, travel, lodging, and scheduled entertainment of the official or the employee at a meeting which is given in return for the participation of the official or employee in a panel or speaking engagement at the meeting;
 - (E) Gifts of tickets or free admission extended to an elected official to attend a charitable, cultural, or political event, if the purpose of this gift or admission is a courtesy or ceremony extended to the elected official's office;
 - (F) A specific gift or class of gifts that the commission exempts from the operation of this subsection upon a finding, in writing, that acceptance of the gift or class of gifts would not be detrimental to the impartial conduct of the business of the City of Greenbelt and that the gift is purely personal and private in nature;
 - (G) Gifts from a person related to the official or employee by blood or marriage, or any other individual who is a member of the household of the official or employee; or
 - (H) Honoraria for speaking to or participating in a meeting, provided that the offering

of the honorarium is in no way related to the official's or employee's official position.

(g) Disclosure of confidential information.i> Other than in the discharge of official duties, an official or employee may not disclose or use confidential information, that the official or employee acquired by reason of the official's or employee's public position and that is not available to the public, for the economic benefit of the official or employee or that of another person.

(h) Participation in procurement.i>

(1) An individual or a person that employs an individual who assists a City of Greenbelt agency or unit in the drafting of specifications, an invitation for bids, or a request for proposals for a procurement may not submit a bid or proposal for that procurement, or assist or represent another person, directly or indirectly, who is submitting a bid or proposal for the procurement.

(2) The commission may establish exemptions from the requirements of this section for providing descriptive literature, sole source procurements, and written comments solicited by the procuring agency.

(i) Nepotism.i>

(1) No city official or employee shall cause or advocate a member of his or her family to be hired, employed, promoted, transferred or advanced to any full or part-time paid employment of the city.

(2) This prohibition shall not apply to the process of selecting appointed city officials, nor shall a city official or employee participate in an action relating of the discipline of a member of the city official's or employee's family.

(3) This shall not apply to city employees who marry after they are already city employees. However, in such a situation, neither city employee may directly or indirectly supervise the other city employee; and where possible, they should not work in the same department nor work together.

(j) Abuse of position.i>

(1) No elected or appointed city official shall use the prestige of his or her office to advance his or her own political interests, private interest or the private interest of any other person, or entity whether for profit or non-profit.

(2) No elected or appointed city official or city employee may seek monetary or non-monetary favors or contributions from any person or entity who is subject to that person's official duties. Contributions from any person or entity over which such city official or city employee has any responsibility to approve or inspect the work of or in any way approve contracts with, zoning of property in which the person or entity has a direct or indirect interest (including any professional or non-professional fee) permits, or the like. In no case shall any city official or city employee

seek monetary or non-monetary gifts or favors or contributions from any person or entity seeking a contract with the city; any person or entity involved directly or indirectly with any zoning or permit request before any city department, board, committee, or the and city council.

This does not include city employees discharging their official job duties as laid out in their official city position descriptions.
(Ord. No. 1318, 9-26-11)

Sec. 2-111. Financial disclosure--Elected officials, appointed officials, and employees.

(a) This section applies to all elected officials, all candidates to be elected officials, and the following city employees:

Elected city officials, the city manager, the assistant city manager, the city clerk, all directors and assistant directors of city departments, police command staff at the rank of captain and above, and candidates for elective city office.

(b) Except as provided in subsection (d) of this section, an elected official, employee, or candidate to be an elected official shall file the financial disclosure statement required under this subsection:

(1) On a form provided by the commission;

(2) Under oath or affirmation; and

(3) With the commission.

(c) Deadlines for filing statements.i>

(1) An incumbent official or employee shall file a financial disclosure statement annually no later than April 30 of each year for the preceding calendar year.

(2) An official or employee who is appointed to fill a vacancy in an office for which a financial disclosure statement is required and who has not already filed a financial disclosure statement shall file a statement for the preceding calendar year within thirty (30) days after appointment.

(3) (i) An individual who, other than by reason of death, leaves an office for which a statement is required shall file a statement within sixty (60) days after leaving the office.

(ii) The statement shall cover:

(A) The calendar year immediately preceding the year in which the individual left office, unless a statement covering that year has already been filed by the individual; and

(B) The portion of the current calendar year during which the individual held the office.

- (d) Candidates to be elected officials.i>
- (1) Except for an official or employee who has filed a financial disclosure statement under another provision of this section for the reporting period, a candidate to be an elected official shall file a financial disclosure statement each year beginning with the year in which the nomination petition is filed through the year of the election.
- (2) A candidate to be an elected official shall file a statement required under this section:
 - (i) In the year the nomination petition is filed, no later than the filing deadline for the nomination petition; and
 - (ii) In all other years for which a statement is required, on or before April 30.
- (3) A candidate to be an elected official:
 - (i) Shall file the statement required under section 2-111(d)(2)(i) of this article with the city clerk with the nomination petition; and
 - (ii) Shall file the statements required under section 2-111(d)(2)(ii) of this article with the city clerk.
- (4) The city clerk will not authorize a candidate unless a statement required under this section has been filed in proper form by the established deadlines.
- (5) Within thirty (30) days of the receipt of a statement required under this section, the city clerk shall forward the statement to the commission, or an office designated by the commission.
- (e) Public record.i>
- (1) The commission or office designated by the commission shall maintain all financial disclosure statements filed under this section.
- (2) The commission or office designated by the commission shall make financial disclosure statements available during normal office hours for examination and copying by the public, subject to reasonable fees and administrative procedures established by the commission.
- (3) If an individual examines or copies a financial disclosure statement, the commission or the office designated by the commission shall record:
 - (i) The name and home address of the individual reviewing or copying the statement; and
 - (ii) The name of the person whose financial disclosure statement was examined or copied.
- (4) Upon request by the individual whose financial disclosure statement was examined or copied, the

commission or the office designated by the commission shall provide the official or employee with a copy of the name and home address of the person who reviewed the official's or employee's financial disclosure statement.

(f) Retention requirements.i> The commission or the office designated by the commission shall retain financial disclosure statements for four (4) years from the date of receipt.

(g) Contents of statement.i>

(1) Interests in real property.i>

(i) A statement filed under this section shall include a schedule of all interests in real property wherever located.

(ii) For each interest in real property, the schedule shall include:

(A) The nature of the property and the location by street address, mailing address, or legal description of the property;

(B) The nature and extent of the interest held, including any conditions and encumbrances on the interest;

(C) The date when, the manner in which, and the identity of the person from whom the interest was acquired;

(D) The nature and amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired;

(E) If any interest was transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received for the interest, and the identity of the person to whom the interest was transferred; and

(F) The identity of any other person with an interest in the property.

(2) Interests in corporations and partnerships.i>

(i) A statement filed under this section shall include a schedule of all interests in any corporation, partnership, limited liability partnership, or limited liability corporation, regardless of whether the corporation or partnership does business with the City of Greenbelt;

(ii) For each interest reported under this paragraph, the schedule shall include:

(A) The name and address of the principal office of the corporation, partnership,

limited liability partnership, or limited liability corporation;

- (B) The nature and amount of the interest held, including any conditions and encumbrances on the interest;
 - (C) With respect to any interest transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received for the interest, and, if known, the identity of the person to whom the interest was transferred; and
 - (D) With respect to any interest acquired during the reporting period:
 - 1. The date when, the manner in which, and the identity of the person from whom the interest was acquired; and
 - 2. The nature and the amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired.
- (iii) An individual may satisfy the requirement to report the amount of the interest held under item (ii)(B) of this paragraph by reporting, instead of a dollar amount:
- (A) For an equity interest in a corporation, the number of shares held and, unless the corporation's stock is publicly traded, the percentage of equity interest held; or
 - (B) For an equity interest in a partnership, the percentage of equity interest held.
- (3) Interests in business entities doing business with the City of Greenbelt.i>
- (i) A statement filed under this section shall include a schedule of all interests in any business entity that does business with the City of Greenbelt other than interests reported under paragraph (2) of this subsection.
 - (ii) For each interest reported under this paragraph, the schedule shall include:
 - (A) The name and address of the principal office of the business entity;
 - (B) The nature and amount of the interest held, including any conditions to and encumbrances on the interest;
 - (C) With respect to any interest transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received in exchange for the interest, and, if known, the identity of the person to whom the interest was transferred; and
 - (D) With respect to any interest acquired during the reporting period:

1. The date when, the manner in which, and the identity of the person from whom the interest was acquired; and
2. The nature and the amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired.

(4) Gifts.i>

- (i) A statement filed under this section shall include a schedule of each gift in excess of twenty dollars (\$20.00) in value or a series of gifts totaling one hundred dollars (\$100.00) or more received during the reporting period from or on behalf of, directly or indirectly, any one person who does business with the City of Greenbelt.
- (ii) For each gift reported, the schedule shall include:
 - (A) A description of the nature and value of the gift; and
 - (B) The identity of the person from whom, or on behalf of whom, directly or indirectly, the gift was received.

(5) Employment with or interests in entities doing business with the City of Greenbelt.i>

- (i) A statement filed under this section shall include a schedule of all offices, directorships, and salaried employment by the individual or member of the immediate family of the individual held at any time during the reporting period with entities doing business with the City of Greenbelt.
- (ii) For each position reported under this paragraph, the schedule shall include:
 - (A) The name and address of the principal office of the business entity;
 - (B) The title and nature of the office, directorship, or salaried employment held and the date it commenced; and
 - (C) The name of each City of Greenbelt agency with which the entity is involved as indicated by identifying one or more of the three (3) categories of "doing business", as defined in section 2-108(d) of this article.

(6) Indebtedness to entities doing business with City of Greenbelt.i>

- (i) A statement filed under this section shall include a schedule of all liabilities, excluding retail credit accounts, to persons doing business with the City of Greenbelt owed at any time during the reporting period:

- (A) By the individual; or
 - (B) By a member of the immediate family of the individual if the individual was involved in the transaction giving rise to the liability.
- (ii) For each liability reported under this paragraph, the schedule shall include:
 - (A) The identity of the person to whom the liability was owed and the date the liability was incurred;
 - (B) The amount of the liability owed as of the end of the reporting period;
 - (C) The terms of payment of the liability and the extent to which the principal amount of the liability was increased or reduced during the year; and
 - (D) The security given, if any, for the liability.
- (7) Employment with the City of Greenbelt.i> A statement filed under this section shall include a schedule of the immediate family members of the individual employed by the City of Greenbelt in any capacity at any time during the reporting period.
- (8) Sources of earned income.i>
 - (i) A statement filed under this section shall include a schedule of the name and address of each place of employment and of each business entity of which the individual or a member of the individual's immediate family was a sole or partial owner and from which the individual or member of the individual's immediate family received earned income, at any time during the reporting period.
 - (ii) A minor child's employment or business ownership need not be disclosed if the agency that employs the individual does not regulate, exercise authority over, or contract with the place of employment or business entity of the minor child.
- (9) A statement filed under this section may also include a schedule of additional interests or information that the individual making the statement wishes to disclose.
- (h) For the purposes of section 2-111(g)(1), (2), and (3) of this article, the following interests are considered to be the interests of the individual making the statement:
 - (1) An interest held by a member of the individual's immediate family, if the interest was, at any time during the reporting period, directly or indirectly controlled by the individual.
 - (2) An interest held by a business entity in which the individual held a thirty (30) percent or greater interest at any time during the reporting period.
 - (3) An interest held by a trust or an estate in which, at any time during the reporting period:

(i) The individual held a reversionary interest or was a beneficiary; or

(ii) If a revocable trust, the individual was a settlor.

(i) (1) The commission shall review the financial disclosure statements submitted under this section for compliance with the provisions of this section and shall notify an individual submitting the statement of any omissions or deficiencies within fifteen (15) days after nomination petition deadline for candidates for election, and within sixty (60) days after the established deadline for all other officials and employees.

(2) The City of Greenbelt Ethics Commission may take appropriate enforcement action to ensure compliance with this section.

(Ord. No. 1318, 9-26-11)

Sec. 2-112. Financial disclosure--Appointed members of boards and commissions.

(a) (1) The City of Greenbelt appointed officials listed in paragraph (b) of this section shall file the statement required by section 2-111 of this article.

(2) The appointed officials shall be required to disclose the information specified in section 2-111(g) of this article only with respect to those interests, gifts, compensated positions, and liabilities that may create a conflict, as provided in section 2-110 of this article, between the member's personal interests and the member's official local duties.

(3) An official shall file a statement required under this section annually, not later than April 30 of each calendar year during which the official holds office.

(b) Appointed officials required to file:

Each member of the City of Greenbelt Advisory Planning Board, Board of Appeals, Ethics Commission, and others identified from time to time by the city council, must file an annual conflict of interest disclosure statement with the commission.

(c) The commission shall maintain all disclosure statements filed under this section as public records available for public inspection and copying as provided in section 2-111(e) of this article.

(Ord. No. 1318, 9-26-11)

Sec. 2-113. Lobbying.

(a) Except as provided in subsections (b) and (c) of this section, a person or entity who engages in lobbying as defined in section 2-108(l) shall file a lobbying registration with the commission if the person or entity, during the calendar year:

(1) Expends, exclusive of personal travel and subsistence expenses, in excess of one hundred dollars (\$100.00) in furtherance of this activity; or

- (2) Is compensated in excess of one hundred dollars (\$100.00) in connection with this activity.
- (b) The following activities are exempt from regulation under this section:
 - (1) Professional services in drafting bills or in advising and rendering opinions to clients as to the construction and effect of proposed or pending city actions when these services do not otherwise constitute lobbying activities;
 - (2) Appearances before the Greenbelt City Council upon its specific invitation or request if the person or entity engages in no further or other activities in connection with the passage or defeat of city council actions;
 - (3) Appearances before a city agency upon the specific invitation or request of the agency if the person or entity engages in no further or other activities in connection with the passage or defeat of any agency executive action;
 - (4) Appearance as part of the official duties of a duly elected or appointed official or employee of the state or a political subdivision of the state, or of the United States, and not on behalf of any other entity;
 - (5) Actions of a publisher or working member of the press, radio, or television in the ordinary course of the business of disseminating news or making editorial comment to the general public who does not engage in further or other lobbying that would directly and specifically benefit the economic, business, or professional interests of the person or entity or the employer of the person or entity;
 - (6) Appearances by an individual before the Greenbelt City Council at the specific invitation or request of a registered lobbyist if the person performs no other lobbying act and notifies the Greenbelt City Council that the person or entity is testifying at the request of the lobbyist;
 - (7) Appearances by an individual before a government agency at the specific invitation or request of a registered lobbyist if the person or entity performs no other lobbying act and notifies agency that the person or entity is testifying at the request of the lobbyist;
 - (8) The representation of a bona fide religious organization solely for the purpose of protecting the right of its own members to practice the doctrine of the organization; and
 - (9) Appearance as part of the official duties of an officer, director, member, or employee of an association engaged exclusively in lobbying for counties and municipalities and not on behalf of any other entity.
- (c) Limited exemption--employer of a lobbyist.i>
 - (1) A person or entity who compensates one (1) or more lobbyists and who would otherwise be required to register as a lobbyist is not required to file a registration and submit lobbying reports

if the person or entity reasonably believes that all expenses incurred in connection with the lobbying activities will be reported by a properly registered person or entity acting on behalf of the person or entity.

- (2) A person or entity exempted under this subsection becomes subject to this section immediately upon failure of the lobbyist to report any information required under this section.

(d) (1) The registration filed under this section shall be filed on or before the later of the beginning of the calendar year in which the person or entity expects to lobby and within five (5) days of first engaging in lobbying activities in the calendar year.

- (2) The registration filed under this section:

- (i) Shall be dated and on a form developed by the commission;
- (ii) Shall include:
 - (A) The lobbyist's full and legal name and permanent address;
 - (B) The name, address, and nature of business of any person or entity on whose behalf the lobbyist acts; and
 - (C) The written authorization of any person or entity on whose behalf the lobbyist acts or an authorized officer or agent, who is not the lobbyist, of the person or entity on whose behalf the lobbyist acts;
- (iii) A statement of whether the person or entity on whose behalf the lobbyist acts is exempt from registration under subsection (c) of this section;
- (iv) The identification, by formal designation, if known, of matters on which the lobbyist expects to act;
- (v) Identification of the period of time within a single calendar year during which the lobbyist is authorized to engage in these activities, unless terminated sooner; and
- (vi) The full legal signature of the lobbyist and, when appropriate, the person or entity on whose behalf the lobbyist acts or an agent or authorized officer of the person or entity on whose behalf the lobbyist acts.

(e) A lobbyist shall file a separate registration for each person or entity that has engaged or employed the lobbyist for lobbying purposes.

(f) A lobbyist may terminate the lobbyist's registration by providing written notice to the commission and submitting all outstanding reports and registrations.

- (g) A person or entity may not engage in lobbying activities on behalf of another person or entity for

compensation that is contingent upon the passage or defeat of any action by the Greenbelt City Council or the outcome of any executive action.

- (h) Activity report.
- (1) A lobbyist shall file with the commission or the office designated by the commission:
 - (i) By July 31, one (1) report concerning the lobbyist's lobbying activities covering the period beginning January 1 through June 30; and
 - (ii) By January 31, one (1) report covering the period beginning July 1 through December 31.
- (2) A lobbyist shall file a separate activity report for each person or entity on whose behalf the lobbyist acts.
- (3) If the lobbyist is not an individual, an authorized officer or agent of the entity shall sign the form.
- (4) The report shall include:
 - (i) A complete and current statement of the information required to be supplied with the lobbyist's registration form.
 - (ii) Total expenditures on lobbying activities in each of the following categories:
 - (A) Total compensation paid to the lobbyist not including expenses reported under items (B)--(I) of this subparagraph;
 - (B) Office expenses of the lobbyist;
 - (C) Professional and technical research and assistance not reported in item (i) of this subparagraph;
 - (D) Publications which expressly encourage persons to communicate with city officials or employees;
 - (E) Names of witnesses, and the fees and expenses paid to each witness;
 - (F) Meals and beverages for city officials and employees;
 - (G) Reasonable expenses for food, lodging, and scheduled entertainment of city officials or employees for a meeting which is given in return for participation in a panel or speaking engagement at the meeting;
 - (H) Other gifts to or for officials or employees or their spouses or dependent children; and

(I) Other expenses.

(i) Special gift report.i>

(1) (i) With the six-month activity report required under subsection (h) of this section, a lobbyist shall report, except for gifts reported in item (h)(4)(ii)(G) of this section, gifts from the lobbyist with a cumulative value of seventy-five dollars (\$75.00) or more during the reporting period to an official, employee, or member of the immediate family of an official or employee.

(ii) The lobbyist shall report gifts under this paragraph regardless of whether the gift was given in connection with lobbying activities.

(2) The report shall include the date, beneficiary, amount or value, and nature of the gift.

(j) Notification to official and confidentiality.i>

(1) If any report filed under this section contains the name of an official or employee or a member of the immediate family of an official or employee, the commission shall notify the official or employee within thirty (30) days.

(2) The commission shall keep the report confidential for sixty (60) days following receipt by the commission.

(3) Within thirty (30) days of the notice required under paragraph (1) of this subsection, the official or employee may file a written exception to the inclusion in the report of the name of the official, employee, or member of the immediate family of the official or employee.

(k) The commission may require a lobbyist to submit other reports the commission determines to be necessary.

(l) The commission or office designated by the commission shall maintain all registrations and reports filed under this section.

(m) (1) The commission shall review the registrations and reports filed under this section for compliance with this section and shall notify persons engaging in lobbying activities of any omissions or deficiencies.

(2) The commission may take appropriate enforcement action to ensure compliance with this section.

(n) Annual report.i>

(1) The commission shall compute and make available a subtotal under each of the ten (10) required categories in subparagraph (h)(4)(ii) of this section.

(2) The commission shall compute and make available the total amount reported by all lobbyists for

their lobbying activities during the reporting period.

(o) The commission shall make lobbying registrations and reports available during normal business hours for examination and copying subject to reasonable fees and procedures established by the commission. (Ord. No. 1318, 9-26-11)

Sec. 2-114. Enforcement.

- (a) (1) Upon a finding of a violation of any provision of this article, the commission may:
 - (i) Issue an order of compliance directing the respondent to cease and desist from the violation;
 - (ii) Issue a reprimand; or
 - (iii) Recommend to the appropriate authority other appropriate discipline of the respondent, including censure or removal if that discipline is authorized by law.
- (2) If the commission finds that a respondent has violated section 2-113 of this article, the commission may:
 - (i) Require a respondent who is a registered lobbyist to file any additional reports or information that reasonably related to the information that is required under section 2-113 of this article;
 - (ii) Impose a fine not exceeding five thousand (\$5,000.00) for each violation; and
 - (iii) Suspend the registration of an individual registered lobbyist if the commission finds that the lobbyist has knowingly and willfully violated section 2-113 of this article or has been convicted of a criminal offense arising from lobbying activities.
- (b) (1) Upon request of the commission, the city solicitor may file a petition for injunctive or other relief in the Circuit Court of Prince George's County, or in any other court having proper venue for the purpose of requiring compliance with the provisions of this article.
- (2) (i) The court may:
 - (A) Issue an order to cease and desist from the violation;
 - (B) Except as provided in subparagraph (ii) of this paragraph, void an official action taken by an official or employee with a conflict of interest prohibited by this article when the action arises from or concerns the subject matter of the conflict and if the legal action is brought within ninety (90) days of the occurrence of the official action, if the court deems voiding the action to be in the best interest of the public; or

(C) Impose a fine of up to five thousand dollars (\$5,000.00) for any violation of the provisions of this article, with each day upon which the violation occurs constituting a separate offense.

(ii) A court may not void any official action appropriating public funds, levying taxes, or providing for the issuance of bonds, notes, or other evidences of public obligations.

(c) (1) Any person who knowingly and willfully violates the provisions of section 2-113 of this article is guilty of a misdemeanor, and upon conviction, is subject to a fine of not more than one thousand dollars (\$1,000.00) or imprisonment for not more than one (1) year, or both.

(2) If the person is a business entity and not a natural person, each officer and partner of the business entity who knowingly authorized or participated in the violation is guilty of a misdemeanor and, upon conviction, is subject to the same penalties as the business entity.

(d) In addition to any other enforcement provisions in this article, a person who the commission or a court finds has violated this article:

(1) Is subject to termination or other disciplinary action; and

(2) May be suspended from receiving payment of salary or other compensation pending full compliance with the terms of an order of the commission or a court.

(e) (1) A person who is subject to the provisions of this article shall obtain and preserve all accounts, bills, receipts, books, papers, and documents necessary to complete and substantiate a report, statement, or record required under this article for three (3) years from the date of filing the report, statement, or record.

(2) These papers and documents shall be available for inspection upon request by the Commission or the City Council of Greenbelt after reasonable notice.

(Ord. No. 1318, 9-26-11)

Sec. 2-115. Severability.

If any section, sentence, clause, or phrase of this article is held invalid or unconstitutional by any court of competent jurisdiction, the ruling shall not affect the validity of the remaining portions of this article.

(Ord. No. 1318, 9-26-11)

Secs. 2-116--2-130. Reserved.

ARTICLE V.

SURPLUS STOCK AND PROPERTY IN POLICE CUSTODY*

* **Editors Note:** Ord. No. 1030, adopted March 9, 1989, repealed Art. V and enacted a new Art. V to read as herein set forth. Former Art. V, §§ 2-131--2-138, pertained to unclaimed personal property, and was derived from Code 1971, §§ 19-1--19-3, 19-5--19-8; and Ord. No. 961, § 2, adopted Jan. 28, 1985.

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Ordinance

Agenda Section: LEGISLATION (30 mins - 8:30 - 9:00 pm)

Subject:

City of Greenbelt Ordinance Amending Section 11-52 of the Code of the City of Greenbelt to Reduce the Amount of Time Certain Vehicles May be Legally Parked

Suggested Action:

- 2nd Reading, and Adoption

Reference: Parking Ordinance

Council requested staff review the parking regulation related to the long-term parking of vehicles on city streets. The current Parking Code 11-52 allows vehicles to remain in one location for up to 30 days. Staff reviewed other municipal codes and found that the range is 36 hours to 10 days. Therefore, the staff recommends that the council adopt a 14-day time allowance. The attached resolution, drafted by the City's legal counsel, modifies City Code 11-52 to limit parking length to 14 days.

Ms. Pope introduced this ordinance for first reading at the last meeting. It is recommended the ordinance be introduced for second reading and moved for adoption tonight.

Attachments:

[Ordinance,.pdf](#)

Introduced: Ms. Pope
1st Reading: October 11, 2022
Passed:
Posted:
Effective:

ORDINANCE NUMBER XXXX

CITY OF GREENBELT
ORDINANCE AMENDING SECTION 11-52 OF THE CODE OF THE CITY OF
GREENBELT TO REDUCE THE AMOUNT OF TIME CERTAIN VEHICLES MAY BE
LEGALLY PARKED

WHEREAS, pursuant to Md. Code Ann., Local Gov't. Article, § 5-202, the City of Greenbelt, Maryland ("the City") has the authority to adopt ordinances as it deems necessary to assure the good government of the City; protect and preserve the City's rights, property, and privileges; and preserve peace and good order; and

WHEREAS, pursuant to this authority and the additional authority contained in Section 3 of the City Charter the City has adopted Chapter 11 "MOTOR VEHICLES AND TRAFFIC" of the City Code to, among other things, protect the integrity and availability of parking in the City; and

WHEREAS, the City Council has determined that the length of time vehicles may be legally parked is in need of revision; and

NOW, THEREFORE, BE IT ORDAINED the City Council of Greenbelt adopts this Ordinance amending the amount of time vehicles may be legally parked as follows:

Sec. 11-52. Storage of vehicles.

It shall be unlawful to park or store a vehicle upon a public street, alley, roadway or parking lot for a period of [**thirty (30)**] FOURTEEN (14) consecutive days in a single parking space without movement of such vehicle, unless a long-term parking permit has been issued to the vehicle by the city.

BE IT FURTHER ORDAINED by the Council of the City of Greenbelt that this ordinance shall become effective immediately upon its passage.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of _____, 2022.

Emmett V. Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

[BOLD BRACKETS]: Indicate matter deleted from existing law

CAPITALS: Indicate matter added to existing law

Asterisks * * *: Indicate matter preserved from existing law but omitted herein

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS (60 mins - 9:00 - 10:00 pm)

Subject:

Briefing on two notifications received for proposed modifications to existing telecommunication transmission facilities (Glen Oaks and Charlestowne North)

Suggested Action:

Reference: 7915 Mandan Rd. AT&T Proposal
8150 Lakecrest Dr. Verizon Proposal

The City has received notice of two applications pending review by the Prince George's County Telecommunications Transmission Facility Coordinating Committee. The authority to approve lies with the County, but the City has the right to submit comments to the County for consideration in its review.

The first application is for 7915 Mandan Road (Glen Oaks). And the proposal is to install wireless telecommunication equipment on an existing telecommunication facility, install additional ground equipment and to enlarge the fenced compound by 180 SQ FT. The work includes a 15-foot tower extension on an existing 85-foot monopole. The new facilities are intended to improve FirstNet and AT&T wireless services along and Mandan Road and surrounding areas.

The second application is for modifications to Verizon equipment located on the rooftop of Charlestowne North. The proposed work includes the replacement of six remote radio heads, installation of three antennas and retention of six antennas. Overall, the proposal represents a height change of six inches from the antennas that are currently located on the building. All work is to occur on the rooftop.

At this time staff is not aware of any zoning, engineering or FCC regulatory compliance issues

that would warrant denial of the application. Staff will be monitoring the County's review and the City has the right to submit comments anytime during the County's review process. In addition, recommends in the future proposals of this nature be reviewed on a staff level, and only scheduled for City Council review if staff finds cause for the City to submit comments for County consideration.

Attachments:

[7915 Mandan Rd. AT&T Proposal.pdf](#)

[8150 Lakecrest Dr. Verizon Proposal.pdf](#)



September 21, 2022

RE: Informational Mailing and Notice of Proposed Telecommunications Facility
at 7915 Mandan Road, Greenbelt, MD 20770

Dear Property Owner or Interested Person:

We are working with New Cingular Wireless PCS, LLC ("AT&T") to install wireless telecommunication equipment on an existing telecommunication facility at 7915 Mandan Road, Greenbelt, MD 20770 (the "Property"). You are receiving this letter to comply with Prince George's County Code Sec. 5A-156 (e) (1) which states "All adjoining property owners, including owners whose property lies directly and diagonally across a street, alley, or stream and to every municipality located within one mile of the new facility, to the County Council member of the District where the site is proposed and all at-large Council members and to all civic associations registered with the Maryland-National Capital Park and Planning Commission located within one mile of the proposal" must be informed. AT&T's facility will include a 15' tower extension on an existing 85' Monopole, situated within the existing compound, and contained within an existing 8' wooden fence. The new facility will improve FirstNet and AT&T's wireless services along Mandan Rd and the surrounding areas in Greenbelt. FirstNet is a dedicated network which First Responder can exclusively use in event of emergency, which is provided by AT&T.

If you have any questions regarding this process, please contact Samantha Twinam, Real Estate Project Manager, Smartlink group at samantha.twinam@smartlinkgroup.com.

AT&T/ FirstNet is excited about this opportunity to add and improve coverage, and we look forward to hearing from you if you have any questions or would like any additional information.

Sincerely,

Samantha Twinam
Real Estate Project Manager
SmartLink LLC for AT&T



SITE NAME: HOMETOWN
FA NUMBER: 14209808
SITE ID: 1683
7915 MANDAN ROAD
GREENBELT, MD 20770

SITE INFORMATION

- SCOPE OF WORK:
1. INSTALL (6) NEW + (3) FUTURE ANTENNAS ON NEW PLATFORM ON MONOPOLE
 2. INSTALL (12) NEW RFB UNITS ON NEW ANTENNA PLATFORM
 3. INSTALL (3) NEW OUTDOOR DC/12 & (1) FIBER SLOTT BOX
 4. INSTALL (1) NEW GPS ANTENNA
 5. INSTALL 200A PILE W/ AIS & GEN PLUG
 6. INSTALL 12'-0"x18'-0" CONCRETE PAD
 7. INSTALL 15'-0" MONOPOLE EXTENSION
 8. EXTEND WOOD FENCE (AS REQUIRED)
 9. INSTALL NEW EQUIPMENT WALK-IN-CABINET (WIC) INSIDE FENCED COMPOUND
 10. INSTALL NEW GENERAL 30KW DIESEL GENERATOR
 11. RUN NEW FIBER AND DC CABLES FROM NEW WIC TO NEW ANTENNAS
 12. PROVIDE POWER AND TELCO SERVICES TO SHELTER FROM EXISTING DEMARCATION POINTS

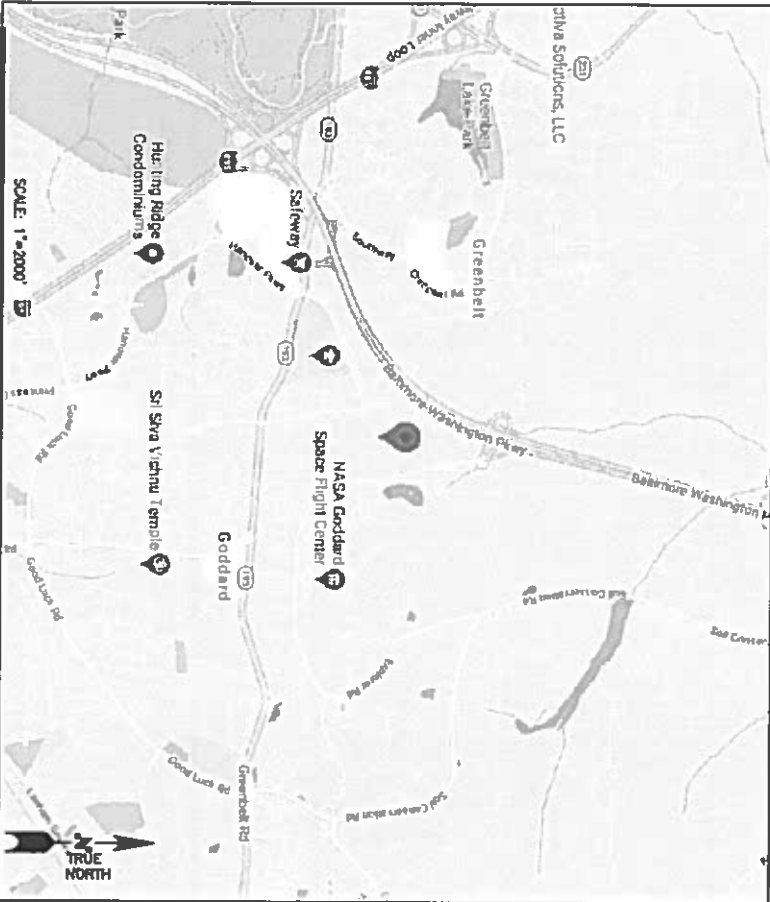
JURISDICTION: PRINCE GEORGE'S COUNTY
ZONING: EXEMPT COMMERCIAL
TAX ACCOUNT NUMBER: 21-2420495
PARCEL AREA: 18,517 SF
PARCEL OWNER: WASHINGTON SUB SANITARY COMMISSION
ADDRESS: 14501 SWEETZER LN
LAUREL, MD 20707-5901
STRUCTURE TYPE: MONOPOLE
GROUND ELEVATION: 143.3 (MMSL)
LATITUDE: 38° 59' 55.387N (NAD 83)
LONGITUDE: 76° 51' 47.947W (NAD 83)

GENERAL CONTRACTOR NOTE:
NO WORK IS TO BE PERFORMED ON THIS SITE WITHOUT REVIEW OF THE APPROVED STRUCTURAL ANALYSIS. IF ANY DISCREPANCIES ARE FOUND, THE GENERAL CONTRACTOR SHALL NOTIFY ENGINEER IN WRITING. AT NO TIME WILL ANY ADDITIONAL ANTENNAS BE INSTALLED WITHOUT WRITTEN CONSENT FROM TOWER ENGINEER.

PROJECT TEAM

APPLICANT: AT&T MOBILITY
7150 STANDARD DRIVE
HANOVER, MD 21076
PROJECT MANAGEMENT: SMARTLINK LLC
1362 MELLON RD, SUITE 140
HANOVER, MD, 21076
PHONE: (410) 562-6043
ARCHITECT/ENGINEER: TRYLON TSF
1825 W. WALNUT HILL LANE, SUITE 120
IRVING, TX 75038
KATYA.SERWALLE@TRYLON.COM

VICINITY MAP



CODE COMPLIANCE

ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNING AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THE LATEST EDITIONS OF THE FOLLOWING CODES.

- 2016 INTERNATIONAL BUILDING CODE
 - 2016 INTERNATIONAL MECHANICAL CODE
 - 2016 INTERNATIONAL EXISTING BUILDING CODE
 - AMERICAN INSTITUTE OF STEEL CONSTRUCTION
 - MANUAL OF STEEL CONSTRUCTION 13TH EDITION
 - AWS/TM-222-G
 - TM 607
 - INSTITUTE FOR ELECTRICAL AND ELECTRONICS ENGINEER 81
 - IEEE C2 NATIONAL ELECTRIC SAFETY CODE LATEST EDITION
- TELCORDIA GR-1275
- AWS/T 311

SHEET INDEX

- T-1 TITLE SHEET
- Z-1 SITE PLAN
- Z-2 ENLARGED SITE PLAN
- Z-3 COMPOUND PLAN AND TOWER ELEVATION
- D-1 ANTENNA LAYOUT AND EQUIPMENT DETAILS
- D-2 EQUIPMENT DETAILS
- D-3 ANTENNA SCHEDULE
- D-4 RF PLUMBING DIAGRAM



APPROVAL BLOCK

OWNER REPRESENTATIVE	DATE	APPROVED	APPROVED AS NOTED	REUSE & RESUBMIT
SITE ACQUISITION	DATE	☐	☐	☐
CONSTRUCTION MANAGER	DATE	☐	☐	☐
ZONING	DATE	☐	☐	☐
RF ENGINEER	DATE	☐	☐	☐



7150 STANDARD DRIVE
HANOVER, MD 21076



1362 MELLON RD, SUITE 140
HANOVER, MD 21076
PHONE: (410) 562-6043
FAX: (410) 221-2862



1825 W. Walnut Hill Lane, Suite 120
Irving, Texas 75038
PHONE: 1 (959) 668-5421

SITE NAME: HOMETOWN
FA NUMBER: 14209808
SITE ID: 1683
7915 MANDAN ROAD
GREENBELT, MD 20770



DRAWING SCALES ARE PROVIDED TO BE FULL SIZE AT 27.5x41"		
SUBMITTALS		
DATE	DESCRIPTION	REV.
09-07-22	FINAL	0

JOB NO: 179769
DESIGNER: RC
ENGINEER: K.R.H.
1/2 0 1 GRAPHIC SCALE IN INCHES

TITLE:
TITLE SHEET

SHEET NUMBER:
T-1



VICINITY MAP
SCALE: 1"=2000'

- SITE NOTES:**
1. SITE NAME: HOMETOWN
FA NUMBER: 14209808
 2. THIS IS NOT A BOUNDARY SURVEY AND IS NOT TO BE USED FOR THE TRANSFER OF PROPERTY.
 3. THE DATUM'S ARE NAD 83 AND NAD 89, AND THE BEARING BASE IS STATE GRID.
 4. NO UNDERGROUND UTILITIES HAVE BEEN LOCATED. THE PRESENCE OF ANY SUCH UTILITIES MUST BE CONFIRMED BY THE CONTRACTOR BEFORE CONSTRUCTION.
 5. THIS PROPERTY IS SUBJECT TO ALL MATTERS OF PUBLIC RECORD.
 6. THE LOCATION OF THE PROPOSED MONOPOLE IS AS FOLLOWS: THE VALUES LISTED BELOW ARE WITHIN ±50' HORIZONTAL AND ±20' VERTICAL.

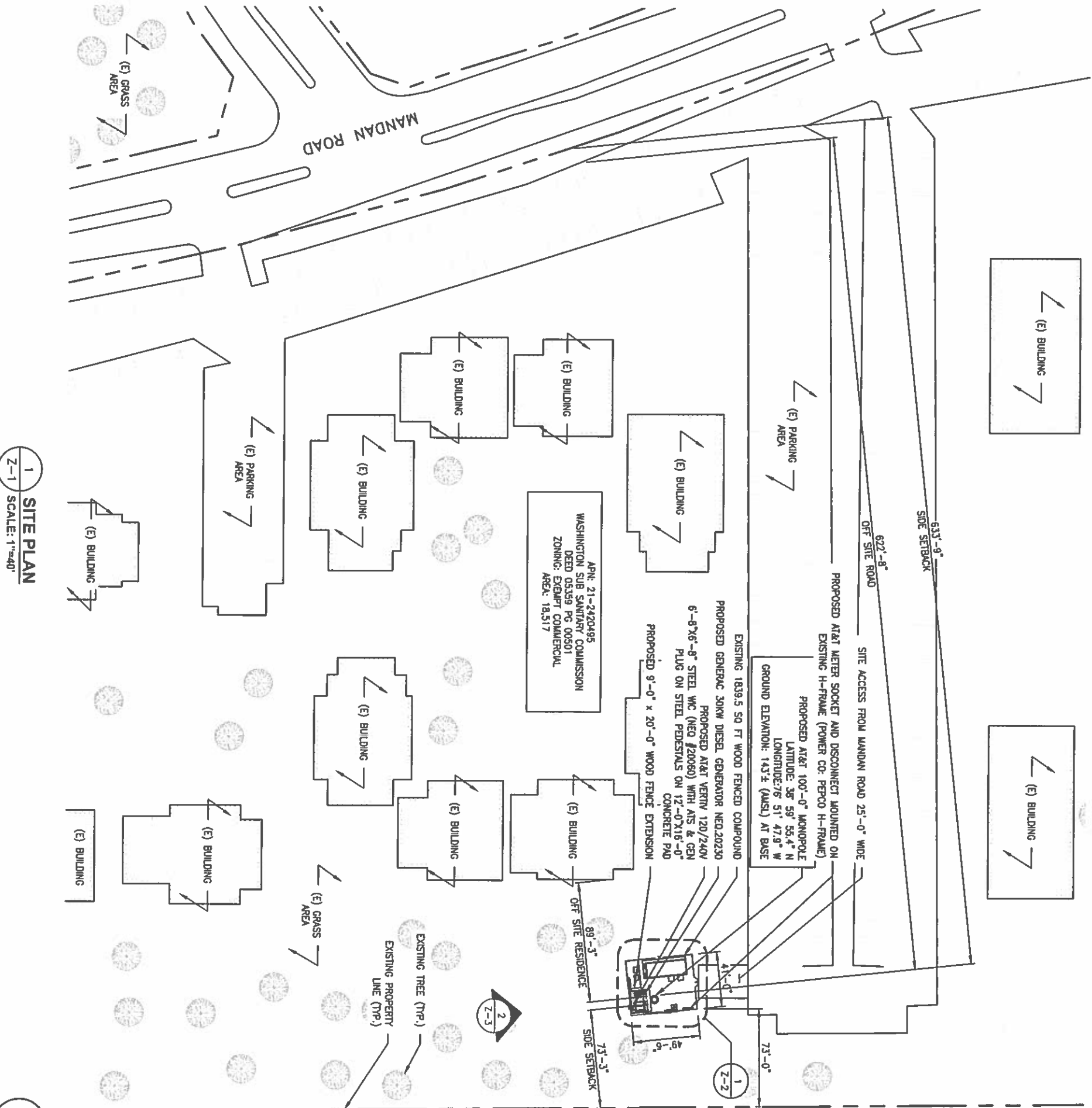
LATITUDE: 38° 59' 55.4" N
LONGITUDE: 76° 51' 47.9" W
ELEVATION AT BASE: 143.3' (AMSL)

LEGEND

TREES/SHRUBS	[Symbol]
BUILDING	[Symbol]
FENCE LINE	[Symbol]
CENTER LINE	[Symbol]
PROPERTY LINE	[Symbol]
LEASE AREA LINE	[Symbol]
UTILITY POLE	[Symbol]
RAILWAY TRACK	[Symbol]
OVERHEAD WIRE	[Symbol]
TREE LINE	[Symbol]

TOWER SETBACKS	
JURISDICTION: TBD	
ZONING: TBD	
PROPOSED TO PROPERTY LINE	REQUIRED
FRONT YARD SETBACK	N/A
REAR YARD SETBACK	N/A
SIDE YARD SETBACK	N/A
SIDE YARD SETBACK	N/A
CLOSEST OFF SITE RESIDENCE	N/A
CLOSEST OFF SITE ROAD	N/A

ALL MEASUREMENTS ARE IN FEET UNLESS OTHERWISE NOTED



1 SITE PLAN
Z-1 SCALE: 1"=40'

AT&T
7150 STANDARD DRIVE
HANOVER, MD 21076

smartlink
1362 MILLON RD, SUITE 140
HANOVER, MD 21076
PHONE: (410) 362-8043
FAX: (410) 221-2882

Trylon
1825 W. Walnut Hill Lane, Suite 120
Irving, Texas 75038
PHONE: 1 (855) 668-5421

SITE NAME: HOMETOWN
FA NUMBER: 14209808
SITE ID: 1683
7915 MANDAN ROAD
GREENBELT, MD 20770

STATE OF MARYLAND
PROFESSIONAL ENGINEER
Performance Certificate: I certify that these documents were prepared by or approved by me, and that I am a duly Licensed Professional Engineer, License No. 44680, Expiration Date: 12/31/2023

SUBMITTALS		
DATE	DESCRIPTION	REV.
08-07-22	FINAL	0

408 NO. 179769
DESIGNER: RC
ENGINEER: KAH
TITLE: SITE PLAN
SHEET NUMBER: Z-1



Trylon

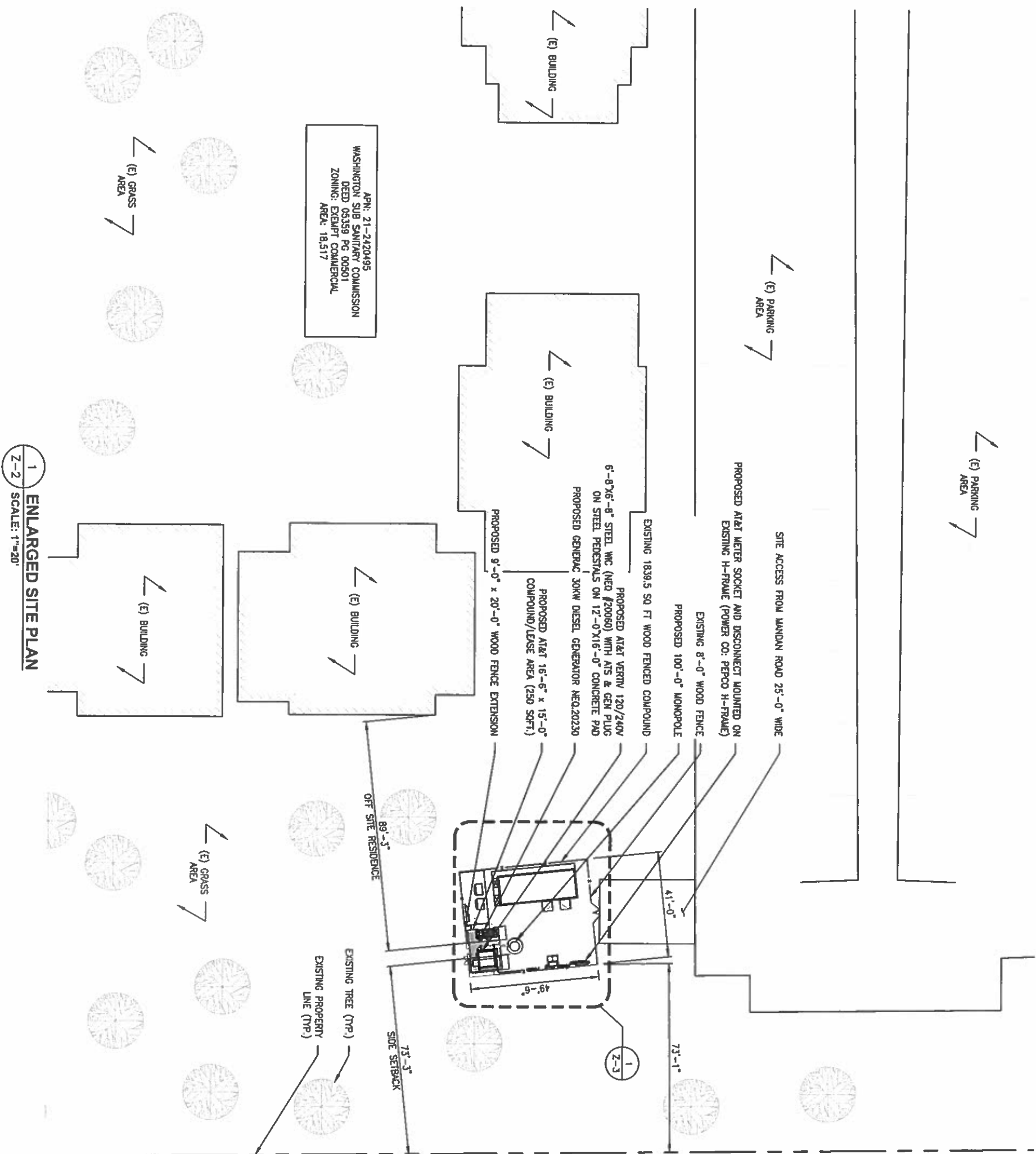
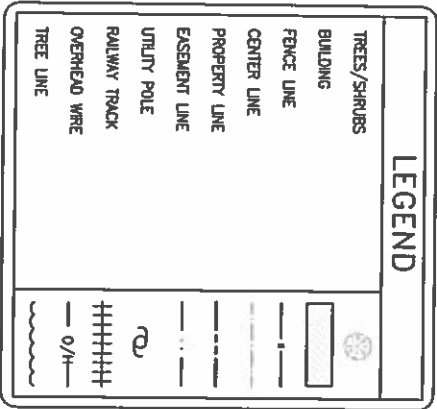
SITE NAME: HOMETOWN
F-A NUMBER: 14209808
SITE ID: 1683
7915 MANDAN ROAD
GREENBELT, MD 20770

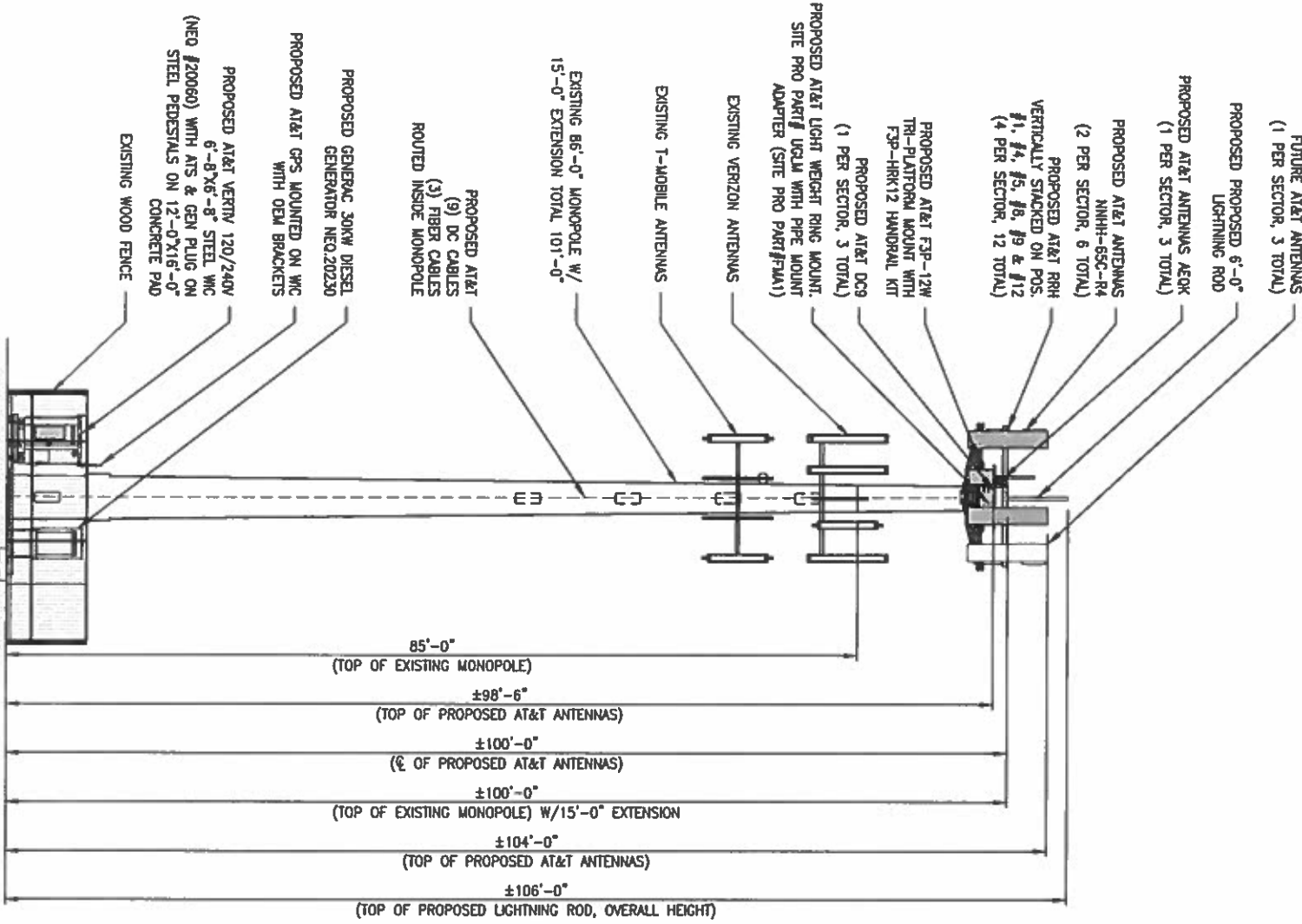
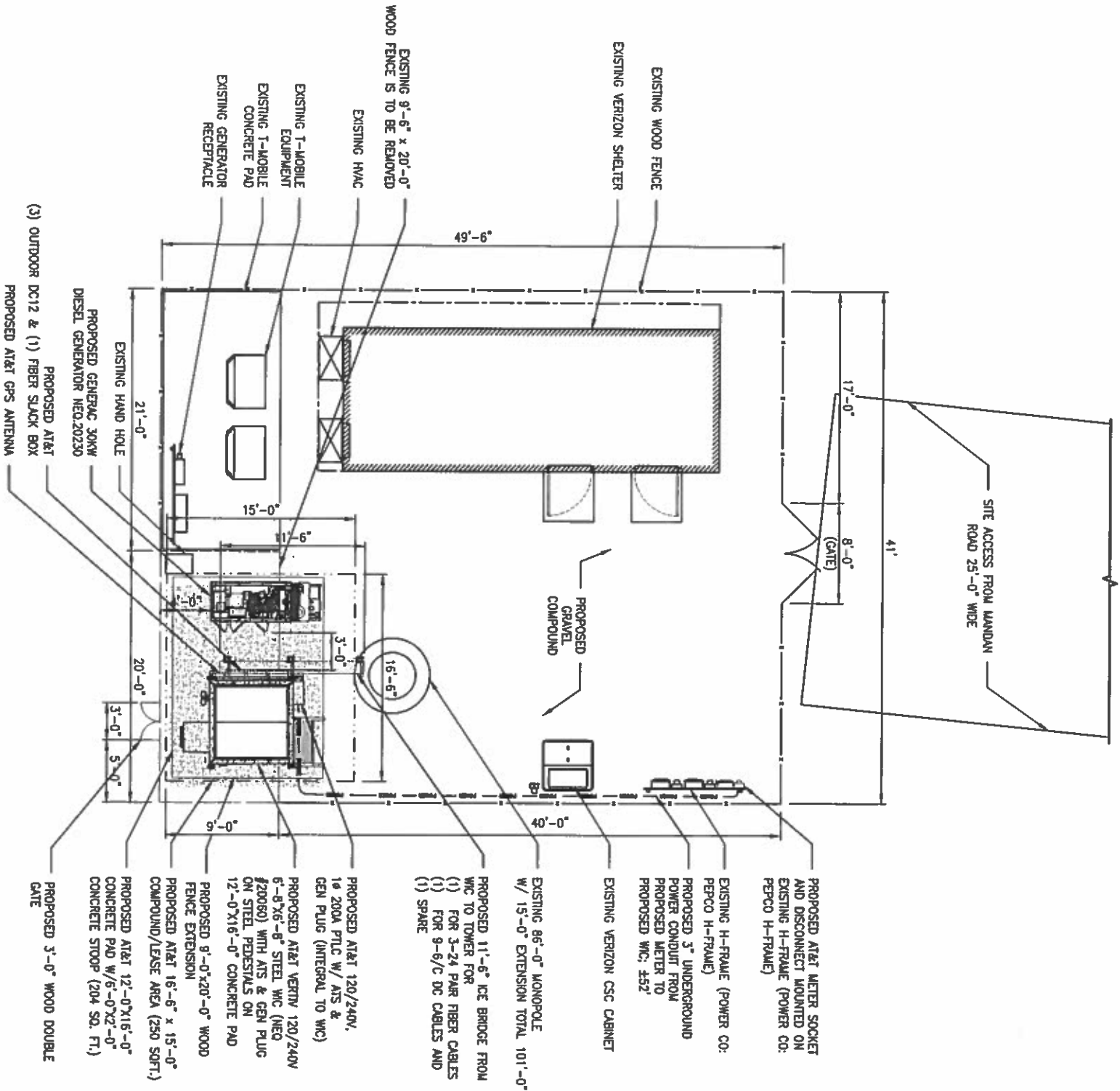
Professional Certificate I certify that these documents were prepared by or supervised by me, and that I am a duly licensed professional engineer under the laws of the State of Maryland. License No. 44450.

DRAWING SCALES ARE FORMATTED TO BE FULL SIZE AT 21"x34"		
SUBMITTALS		
DATE	DESCRIPTION	REV.
08-07-22	FINAL	0

JOB NO: 179769
DESIGNER: RC
ENGINEER: K.R.H.
 GRAPHIC SCALE IN INCHES

SHEET NUMBER:
Z-2





1 COMPOUND PLAN
Z-3 SCALE: 3/16" = 1'-0"

2 TOWER ELEVATION
Z-3 SCALE: 1/8" = 1'-0"

7150 STANDARD DRIVE
HANOVER, MD 21076

1362 MELLON RD, SUITE 140
HANOVER, MD 21076
PHONE: (410) 562-5043
FAX: (410) 221-2862

1825 W. Walnut Hill Lane, Suite 120
Irving, Texas 75038
PHONE: 1 (855) 848-5421

SITE NAME: HOMETOWN
FA NUMBER: 14209808
SITE ID: 1683
7915 MANDAN ROAD
GREENBELT, MD 20770

SEAL:

Professional Certificate: I certify that these documents were prepared by or supervised by me, and that I am a duly Licensed Professional Engineer in the State of Maryland, License No. 44680, & Expiration Date: 12/31/2023

DRAWING SCALES ARE PROVIDED TO BE FULL SIZE AT 25:1			
SUBMITTALS			
DATE	DESCRIPTION	REV.	
09-07-22	RNAL	0	

JOB NO: 179769

DESIGNER: RC

ENGINEER: K.R.H.

TITLE:
COMPOUND PLAN
AND TOWER
ELEVATION

SHEET NUMBER:
Z-3



environmental architecture engineering

8600 LaSalle Road, Suite 301, Towson, Maryland 21286 - 410.853.7128 - www.trileaf.com

September 14, 2022

Prince George's Co. Historic Preservation Commission

Attn: Mr. Fred Stachura
14741 Governor Oden Bowie Drive
Upper Marlboro, Maryland 20772
Phone: 301-780-8306
Email: Frederick.Stachura@ppd.mnccppc.org

RE: **Celco Partnership and its controlled affiliates doing business as Verizon Wireless (Verizon Wireless) – Boxwood - B / Project# 16711908 – Trileaf Project #708435**
8150 Lakescrest Drive, Greenbelt, MD 20770
Prince George's County, Washington East Quadrangle (USGS)
Latitude: 38° 59' 59.71" N, Longitude: 76° 53' 20.22" W

Dear Mr. Stachura:

Trileaf Corporation is in the process of completing a Section 106 Review at the referenced property. The proposed project includes the removal of existing equipment and the installation of six remote radio heads (two per sector), installation of mount modifications (as required), and retention of six existing antennas and existing hybrid cables. Alpha and Beta sector antennas will be mounted to the existing steel equipment platform while Gamma sector antennas will be mounted to the existing penthouse wall. The proposed antennas will have a top height of 113'-10" (Gamma sector) and 111'-6" (Alpha and Beta sectors). The existing penthouse has a top height of 113'-4" and the tallest appurtenance (existing antennas) have a top height of 113'-10". Therefore, there is a proposed overall height change of 0'-6". The project is limited to the rooftop of the existing building therefore no ground disturbance is associated with this project. The antenna will be licensed by the Federal Communications Commission (FCC).

Our investigation includes determining if the site is contained in, on or within the viewshed of a building, site, district, structure or object, significant in American history, architecture, archaeology, engineering or culture, that is listed, or eligible for listing on the State or National Registers of Historic Places, or located in or on an Indian Religious Site.

Trileaf is requesting information regarding this tower's potential effect on Historic Properties. All information received will be forwarded to the State Historic Preservation Office (SHPO) as part of the Section 106 review process. *Additionally, this invitation to comment is separate from any local planning zoning process that may apply to this project.*

If you wish to comment or be considered a consulting party, please respond within thirty (30) days of the date of this letter. If a response is not received within thirty (30) days, it will be assumed that you have no objections to this undertaking. A site topography map and aerial photograph are enclosed for your reference.

Please call me at (407) 660-7840 or email j.cilento@trileaf.com if you need additional information or have any questions. Thank you for your assistance in this regard.

Sincerely,

Jessica Cilento
Senior Project Scientist

An aerial photograph of a residential complex, likely a university campus, showing several buildings and parking lots. A red circle is drawn around a specific building complex in the center-right of the image. The Google Earth logo is visible in the bottom left corner.

Aerial Photographs (2021)
Verizon Wireless – Boxwood - B
8150 Lakecrest Drive
Greenbelt, Maryland 20770

PG COUNTY TELECOMMUNICATIONS REGULATIONS

Sec. 27.445.04. - Antenna, monopoles, and related equipment buildings for wireless telecommunications.

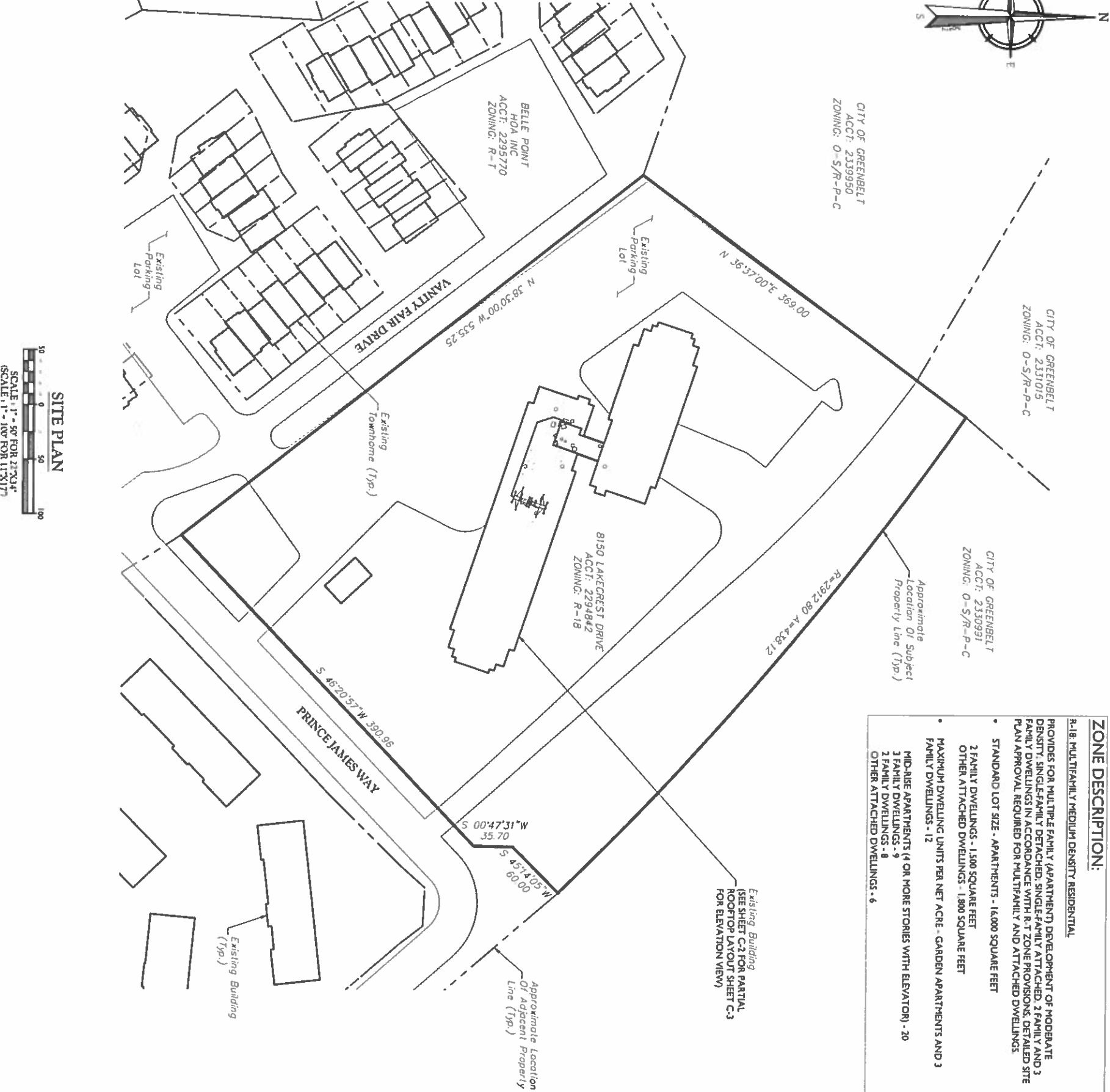
- (A) Antenna, monopoles, and related equipment buildings permitted (P) in the Table of Uses shall be subject to the following requirements:
- (1) The antenna shall comply with the following requirements:
- (A) Unless otherwise prohibited below, it shall be concealed within the opaque exterior of a structure or be attached to a public utility, radio, television, or telecommunications broadcasting tower/monopole; a light pole; a multi-family dwelling at least five (5) stories in height; a structure owned by a municipality, the Board of Education for Prince George's County, or by Prince George's County; or a structure owned and primarily used by a government agency that is exempt from the requirements of this Subtitle.
- (B) It shall not extend more than fifteen (15) feet above the height of the tower or structure to which it is attached.
- (C) It shall not exceed the following dimensions:
- (a) Twenty (20) feet in length and seven (7) inches in diameter for whips;
- (ii) Ten (10) feet in length and two (2) feet in width for panels;
- (iii) Seven (7) feet in length and one (1) foot in diameter for cylinders; or
- (iv) Seven (7) feet in diameter for parabolic dishes and unless required for aircraft warning or other safety reasons.
- (2) The related telecommunications equipment building or enclosure shall comply with the following standards:
- (A) It shall not exceed five hundred sixty (560) square feet of gross floor area or twelve (12) feet in height.
- (B) The building or enclosure shall be screened by means of landscaping or berming to one hundred percent (100%) opacity from any adjoining land in a Residential Zone for land proposed to be used for residential purposes on an approved Basic Plan for a Comprehensive Design Zone, or any approved Conceptual or Detailed Site Plan).
- (C) When attached to an existing building, it shall match the construction material and color(s) of that building.
- (D) When constructed as a freestanding building, it shall be constructed of brick and its design shall coordinate with the design of any existing main building on the same lot or on an adjoining lot and
- (E) The building or enclosure shall be unmanured, with infrequent (four (4) or fewer per year) visits by maintenance personnel, and with access and parking for no more than one (1) vehicle.
- (F) The monopole shall comply with the following standards:
- (A) The maximum height shall be one hundred ninety-nine (199) feet when located on public property or Volunteer Fire Department (VFD) property, or one hundred (100) feet when located on all other properties;
- (B) For privately owned land, the minimum setback from all adjoining land and dwelling units shall be equal to the height of the structure measured from its base; for publicly owned land or Volunteer Fire Department (VFD) property, the minimum setback shall be one-half (1/2) of the height of the structure measured from the base to the adjoining property lines;
- (C) For privately owned land, the minimum area required shall be two and one-half acres (2 1/2);
- (D) On privately owned land, the structure shall not support lights or signs unless required for aircraft warning or other safety reasons;
- (E) The structure shall be designed, galvanized, and/or painted in a manner which is harmonious with surrounding properties;
- (F) The applicant shall provide certification from a registered engineer that the structure will meet the applicable design standards for wind loads of the Electronic Industries Association (EIA) for Prince George's County; and
- (G) Any monopole which is no longer used for telecommunications purposes for a continuous period of one year shall be removed by the monopole owner at owner's expense.

(CB-61-1988; CB-81-1993; CB-123-1994; CB-103-1997; CB-13-1998; CB-65-2000; CB-33-2007; CB-9-2014)

Editor's note— CB-33-2007 established that monopoles and associated equipment buildings and studios for which a building permit had been issued prior to September 11, 2007 shall not be considered non-conforming structures.

LEGEND

- Existing Subject Property Line
- Existing Adjoining/Adjacent Property Line
- Existing Structure
- Existing Edge of Pavement/Road
- Existing Features
- PROPOSED FEATURES



ZONE DESCRIPTION:

R-18 MULTIFAMILY MEDIUM DENSITY RESIDENTIAL

PROVIDES FOR MULTIPLE FAMILY (APARTMENT) DEVELOPMENT OF MODERATE DENSITY: SINGLE-FAMILY DETACHED, SINGLE-FAMILY ATTACHED, 2 FAMILY AND 3 FAMILY DWELLINGS IN ACCORDANCE WITH R.T. ZONE PROVISIONS. DETAILED SITE PLAN APPROVAL REQUIRED FOR MULTIFAMILY AND ATTACHED DWELLINGS

- STANDARD LOT SIZE - APARTMENTS - 16,000 SQUARE FEET
- 2 FAMILY DWELLINGS - 1,500 SQUARE FEET
- OTHER ATTACHED DWELLINGS - 1,800 SQUARE FEET
- MAXIMUM DWELLING UNITS PER NET ACRE - GARDEN APARTMENTS AND 3 FAMILY DWELLINGS - 12
- MID-RISE APARTMENTS (4 OR MORE STORIES WITH ELEVATION) - 20
- 3 FAMILY DWELLINGS - 9
- 2 FAMILY DWELLINGS - 8
- OTHER ATTACHED DWELLINGS - 6

Collins & Design Engineering

www.collinsengineering.com

Collins & Design Engineering, Inc. is a professional engineering firm providing engineering services for a wide range of projects. The firm is located at 1100 1st Street, Suite 100, Prince George's County, MD 20770. The firm is a member of the American Society of Professional Engineers (ASPE) and the Maryland Society of Professional Engineers (MSPE).

Doing Business as MASER



811 PROTECT YOURSELF

Call before you dig. 811 is the national number for locating underground utilities. Call 811 to get the location of underground utilities marked on your property. This service is free of charge.

AS SHOWN		AS NOTED	
229-40354			
REV	DATE	DESCRIPTION	BY
1	01/11/11	ISSUED FOR CONSTRUCTION	AS
2	01/11/11	REVISION FOR REVIEW	AS
3	01/11/11	REVISION FOR REVIEW	AS



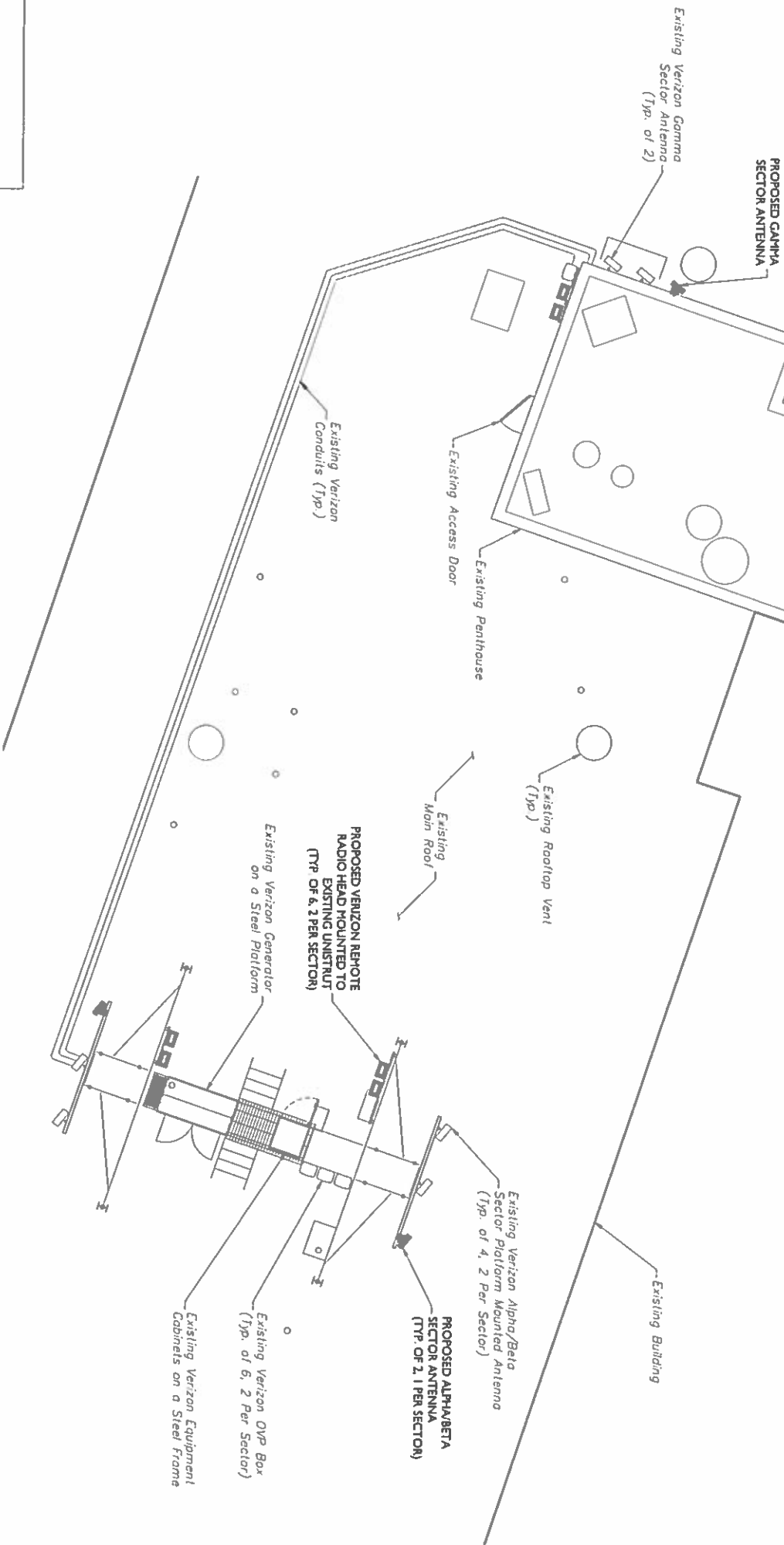
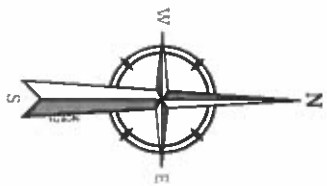
IT IS A VIOLATION OF THE PROFESSIONAL ENGINEER ACT, TITLE 8, SUBTITLE 1, OF THE MARYLAND CODE, UNLESS THE ENGINEER HAS BEEN LICENSED BY THE BOARD OF PROFESSIONAL ENGINEERS TO ALTER THIS DOCUMENT.

SITE NAME:
BOXWOOD - B
P.S.I.C. NUMBER: 176867
FUZE I.D. NUMBER: 16711908
8150 LAKECREST DRIVE
GREENBELT, MD 20770
PRINCE GEORGE'S COUNTY

Collins & Design Engineering, Inc.

SITE PLAN

NOTE: DO NOT SCALE DRAWINGS FOR CONSTRUCTION.



PARTIAL ROOF LAYOUT
SCALE: 1" = 6' FOR 22'X34'
(SCALE: 1" = 12' FOR 11'X17')

- NOTES:**
1. THE POWERSHIFT VOLTAGE REGULATOR SYSTEM INSTALLATION LOCATION SHALL BE DETERMINED BY THE CONSTRUCTION MANAGER (CM). CONTRACTOR SHALL CONFIRM IT HAS ADEQUATE SPACE TO INSTALL THE POWERSHIFT IN THIS LOCATION PRIOR TO INSTALLATION AND NOTIFY CM IF THERE ARE ANY ISSUES. THE PROPOSED QUANTITY AND SIZE OF DC BREAKERS FOR THE PROPOSED TECHNOLOGIES SHALL BE VERIFIED WITH THE CM PRIOR TO INSTALLATION.
 2. REFERENCE CONSTRUCTION MANAGER'S DETAILED RF AND GROUND SCOPE OF WORK.
- STRUCTURAL REFERENCES:**
1. POST-MODIFICATION INSPECTION (PMI) REQUIRED ON ALL SITES. REFER TO THE MOUNT ANALYSIS PREPARED BY COLLIER'S ENGINEERING & DESIGN DATED 3/11/2022 FOR ADDITIONAL DETAILS.
 2. MOUNT MODIFICATIONS ARE REQUIRED BEFORE ANY INSTALLATION CAN OCCUR. PLEASE REFER TO THE MOUNT MODIFICATION DRAWINGS PROVIDED BY COLLIER'S ENGINEERING & DESIGN, DATED 3/11/22.

Colliers Engineering & Design

www.collisersengineering.com

Colliers Engineering & Design is a professional engineering firm providing engineering services for a wide range of clients. The firm is located in Columbia, Maryland, and has a long history of providing high-quality engineering services to its clients. The firm's services include structural, mechanical, and electrical engineering, as well as project management and construction management. The firm is a member of the American Institute of Professional Engineers and is a registered professional engineering firm in the state of Maryland.

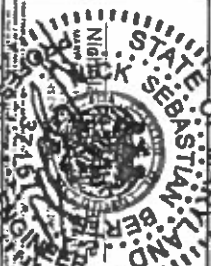
Doing Business as **MASTER**

verizon

811 PROTECT YOURSELF. PROTECT YOURS. NO BUREAUCRACY. NO RED TAPE. NO DELAYS. NO COSTS. NO PROBLEMS. PREPARED TO DIG? CALL 811. WE'LL FIND IT FOR YOU. CALL 811. WE'LL FIND IT FOR YOU. CALL 811. WE'LL FIND IT FOR YOU.

AS SHOWN 2294015A

REV	DATE	DESCRIPTION	BY	CHK
1	04/10/2022	ISSUED FOR PERMIT	AD	MS
2	04/10/2022	ISSUED FOR PERMIT	AD	MS
3	04/10/2022	ISSUED FOR PERMIT	AD	MS
4	04/10/2022	ISSUED FOR PERMIT	AD	MS
5	04/10/2022	ISSUED FOR PERMIT	AD	MS
6	04/10/2022	ISSUED FOR PERMIT	AD	MS
7	04/10/2022	ISSUED FOR PERMIT	AD	MS
8	04/10/2022	ISSUED FOR PERMIT	AD	MS
9	04/10/2022	ISSUED FOR PERMIT	AD	MS
10	04/10/2022	ISSUED FOR PERMIT	AD	MS



IT IS A VIOLATION OF THE PROFESSIONAL ENGINEER ACT TO ALTER THIS DOCUMENT. UNLESS THEY ARE MADE IN THE PRESENCE OF THE ENGINEER, TO ALTER THIS DOCUMENT.

SITE NAME:
BOXWOOD - B
PSLC NUMBER: 176867
FUZE I.D. NUMBER: 16711908
8150 LAKECREST DRIVE
GREENBELT, MD 20770
PRINCE GEORGE'S COUNTY

Colliers Engineering & Design
8150 LAKECREST DRIVE
GREENBELT, MD 20770
PRINCE GEORGE'S COUNTY

PARTIAL ROOFTOP LAYOUT

C-2

NOTE: DO NOT SCALE DRAWINGS FOR CONSTRUCTION.

Collectors

Engineering & Design

www.collectorsengineering.com

Copyright © 2011, Lawrence H. Berger, Jr. All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of the publisher.

Don't Business as **MASTER**



811
PROTECT YOURSELF
 ALL STATES REQUIRE AN INVESTIGATION OF
 EARTHQUAKE DISASTERS OR ANY REGION
 PARTICIPATING TO DETERMINE THE
 SAFEST AND MOST EFFECTIVE AND STABLE

 Know what's below.
 Call before you dig.
 FOR ST. LOUIS AREA: K. DIRECT PHONE NUMBER 314-361-1111
 website: CALL1-811.COM

[illegible]

IT IS A VIOLATION OF LAW TO REPRODUCE, TRANSMIT, OR
IN ANY MANNER ABUSE THE INFORMATION CONTAINED
HEREIN. THE USER SHALL BE RESPONSIBLE FOR THE PROTECTION
OF THE INFORMATION CONTAINED HEREIN. THE USER SHALL
NOT BE HELD RESPONSIBLE FOR THE PROTECTION OF THE
INFORMATION CONTAINED HEREIN.

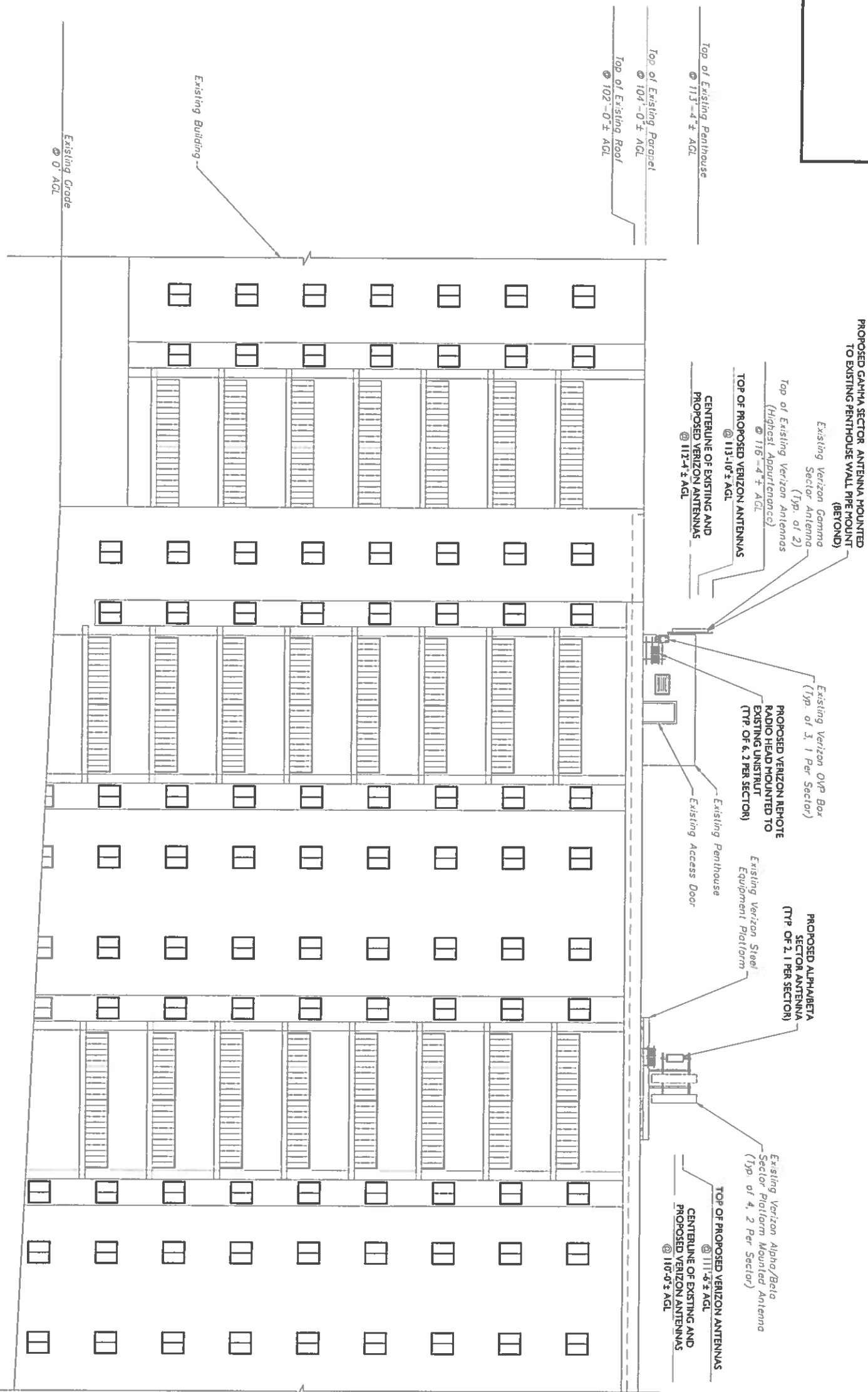
SITE NAME:
BOYWOOD - B
PSLC NUMBER: 176867
FUZE I.D. NUMBER: 16711908

8150 LAKECREST DRIVE
GREENBELT, MD 20770
PRINCE GEORGE'S COUNTY

COLUMBIA
3440 Dier Jackson Lane.
Suite 1100
Columbia, MD 21045
Phone 410 393 0041
FAX 410 393 0042
Circle 61 on Reader Service Card

ELEVATION VIEW

NOTE: DO NOT SCALE DRAWINGS FOR CONSTRUCTION



STRUCTURAL NOTES

1. A STRUCTURAL ANALYSIS REPORT WITH HARDWARE UPGRADES AND PHIL REQUIREMENT BY COLLIER ENGINEERING & DESIGN, INC., DATED 11/1/2021 HAS BEEN PREPARED TO CHECK THE STRUCTURAL CAPACITY OF THE EXISTING ANTENNA MOUNT TO SUPPORT THE PROPOSED ANTENNA AND EQUIPMENT CONFIGURATION AS DEPICTED WITHIN THESE CONSTRUCTION DRAWINGS, BASED ON THE CONCLUSIONS OF THIS REPORT, THE ANTENNA MOUNT HAS BEEN DETERMINED TO HAVE SUFFICIENT CAPACITY ONCE MODIFICATIONS ARE INSTALLED.



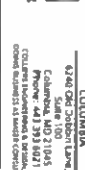
Mount Analysis Criteria:

Code and Standard:	ASTM D 2234
What Parameter:	1500° F. Steel Cast Iron, 14th Edition Basic Wind Speed (Ultimate 3 sec. Gust, X.1) for Wind Speed 3 sec. Gust Design 30 lb./sq. ft. Gust Exposure Category Topographic Category Topographic Factor Grounding Method Ultimate Design Wind, X.1
Setting Parameters:	113 mph 40 mps 100 m 1 1 N/A 0.985 0.130

[illegible]

IT IS A VIOLATION FOR ANY PERSON UNLESS THEY ARE ACTING UNDER THE DIRECTION OF THE RESPONSIBLE LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

SITE NAME:
BOXWOOD - B
PSLC NUMBER: 176867
FUZE I.D. NUMBER: 16711908
8150 LAKECREST DRIVE
GREENBELT, MD 20770
PRINCE GEORGE'S COUNTY



ANTENNA LAYOUTS

3



PROPOSED ANTENNA LAYOUT

FINAL CABLE INFORMATION						
FINAL FIBER DISTRIBUTION / OVP BOX		FINAL CABLING SUMMARY				
MODEL NUMBER	STATUS	HYBRID	STATUS	ALPHA SECTOR LENGTH *	BETA SECTOR LENGTH *	GAMMA SECTOR LENGTH *
OVP-12	EXISTING	HYBRIFLEX LOW INDUCTIVE	EXISTING	10%	10%	120%

* ESTIMATED LENGTH OF CABLE(S) WAS CALCULATED BY ADDING THE DISTANCE FROM THE EQUIPMENT AREA TO THE ANTENNA LOCATION(S) WITH A SAFETY FACTOR OF 25% (OF THE PREVIOUS VALUE(S)). CONTRACTOR TO VERIFY APPROPRIATE CABLE LENGTH(S) PRIOR TO CONSTRUCTION.

1. POST-MODIFICATION INSPECTION (PMI) REQUIRED ON ALL STEEL REFERRED TO THE MOUNT ANALYSIS PREPARED BY COLLIER ENGINEERING & DESIGN DATED 3/2/2022 FOR ADDITIONAL DETAILS.
2. MOUNT MODIFICATIONS ARE REQUIRED BEFORE ANY INSTALL CAN OCCUR. PLEASE REFER TO THE MOUNT MODIFICATION DRAWINGS PROVIDED BY COLLIER ENGINEERING & DESIGN, DATED TBD.

- * ESTIMATED LENGTH OF CABLE(S) WAS CALCULATED BY ADDING THE DISTANCE FROM THE EQUIPMENT AREA TO THE ANTENNA LOCATION(S) WITH A SAFETY FACTOR OF 25% (OF THE PREVIOUS VALUE), CONTRACTOR TO VERIFY APPROPRIATE CABLE LENGTH(S) PRIOR TO CONSTRUCTION.

- NOTE:**
1. ANTENNA ORIENTATION IS BASED ON TRUE NORTH BEARING. CONTRACTOR SHALL VERIFY TRUE NORTH PRIOR TO CONSTRUCTION.
 2. CONTRACTOR TO REFER TO FINAL RF CONFIGURATION SHEET FOR ANTENNA AZIMUTHS PRIOR TO CONSTRUCTION.

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS (60 mins - 9:00 - 10:00 pm)

Subject:

Authorization to Engage an Architect for New Space Analysis

Suggested Action:

Request to authorize the Interim City Manager to engage an architecture firm for the purpose of assessing new space/new constructions options to accommodate expanding city services and staff growth.

Attachments:

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Bonita Anderson

Submitting Department: Greenbelt Police

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS (60 mins - 9:00 - 10:00 pm)

Subject:

Award of Purchase - Police Vehicles

Suggested Action:

Reference: Memorandum, Captain Tim White, 10/20/2022

The FY 2023 General Fund and ARPA allocations include funding for the following Police vehicles:

Fifteen (15) Dodge Durango Police Package Vehicles (PPV)

Staff has identified a State of Maryland contract for Police vehicles under the Blanket Purchase Order BPO # 001B2600312 at a cost of \$43,068 per vehicle for a total cost of \$646,020. A combination of FY 2023 General Fund and ARPA funding have been allocated for the purchase of the police vehicles.

Included in Council's packet is a memorandum from Captain Tim White with additional details about the recommended purchases. Captain White and Chief Bowers will be present to answer any questions.

It is recommended that Council approve the purchase of the fifteen (15) police vehicles under the State of Maryland Blanket Purchase Order (BPO) # 001B2600312 from Hertrich Fleet Services at a total cost of \$646,020.

Attachments:

[FY23 Vehicle Purchase Memo.pdf](#)

[MD 2023 Dodge Durango Pursuit Worksheet.pdf](#)



**GREENBELT POLICE
DEPARTMENT**

550 Crescent Road
Greenbelt Maryland 20770
(301) 474-7200

To: Tim George, Interim City Manager

From: Captain Tim White

VIA: Chief Richard Bowers

Date: October 20, 2022

Re: Purchase of Fifteen (15) Police Vehicles

The Fiscal Year (FY) 2023 General Fund includes funding for the purchase of the following vehicles:

Ten (10) Dodge Durango Police Package Vehicles (PPV)

American Rescue Plan Act (ARPA) funding has been allocated for the purchase of the following vehicles:

Five (5) Dodge Durango Police Package Vehicles (PPV)

Staff has identified a State of Maryland contract for police vehicles under the State of Maryland Blanket Purchase Order (BPO) # 001B2600312. The cost for one (1) Dodge Durango Police Package Vehicle is \$43,068. See attached pricing from Hertrich Fleet Services, Inc.

The total purchase price for all fifteen (15) vehicles is \$646,020. The FY 2023 budget allotted \$594,289 and ARPA funding in the amount of \$300,000 was approved for the purchase of these vehicles (total funding \$894,289).

Staff recommends council approve the purchases of fifteen (15) Dodge Durango Police Package Vehicle under the State of Maryland BPO #001B2600312 from Hertrich Fleet Services, Inc., 1427 Bay Road, Milford, DE 19963 for \$646,020.

HERTRICH FLEET SERVICES, INC.

1427 Bay Road Milford, DE 19963

Ford - Chevrolet - Dodge - Jeep
Lincoln - Mercury - Buick - GMC - Toyota - Nissan

(800) 698-9825

(302) 422-3300

Fax: (302) 839-0555

MARYLAND STATEWIDE CONTRACT 2023 POLICE – BPO# 001B2600312

TYPE 4-9-P: DODGE DURANGO POLICE PURSUIT UTILITY AWD

2023 DODGE DURANGO PURSUIT AWD

Includes Standard Equipment - Front Bucket Seats with space between,
3.6L V6 Engine, Power Windows/Locks, Vinyl Floor / Vinyl Rear Seat, Bluetooth, Rear Camera

✓	Code	Description	Amount
	WDEE75	2023 Dodge Durango PPV AWD with V6	\$ 38,998
	C5X9/CDK	Cloth Rear Seat/Carpet	\$ 225
	LNF	Driver's Side LED Spot Light	\$ 610
	AHX	Trailer Tow Group	INCL
	XAN	Blind Spot and Cross Path Detection	INCL
	ADL	Skid Plate Group	\$ 330
	CUG	Police Floor Console w/cupholders/armrest	\$ 950
	GXA/E/F/G	Fleet Keyed Alike	\$ 160
	XCS	4 Key Fobs (programmed)	\$ 195
	XPW	Front & Rear Wiring Harness (includes Power Distribution Center)(late availability)	\$ 1,600
	Interior	Jet Black Premium Cloth	
	Colors	No Charge: PW7 – White Knuckle PXJ – Black	
		Total for Vehicle	\$43,068

Please contact us with any questions or to place an order.

Susan Hickey - shickey@hertrichfleet.com - or call **800-698-9825**

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: OTHER BUSINESS (60 mins - 9:00 - 10:00 pm)

Subject:

* Meetings

Suggested Action:

Attachments:

[meetings.pdf](#)

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



10/21/2022 1:00 PM

City Council Meetings & Work Sessions
October – November

Work Session – City Manager’s Quarterly Update	Wed.	10/26	7:30 pm
Closed Session – Personnel Matters/Legal Matters	Wed.	10/26	Following WS
Four Cities Meeting – (New Carrollton)	Thurs.	10/27	7:00 pm
Special Meeting/Closed Session – City Manager’s Evaluation	Mon.	10/31	7:30 pm
Reparations Commissions Interviews	Wed.	11/02	7:00 pm
Work Session – State Highway Administration (stakeholder)	Mon.	11/07	7:30 pm
Work Session – Beltsville Agricultural Research Center (BARC)(stakeholder)	Wed.	11/09	7:30 pm
Regular Meeting	Mon.	11/14	7:30 pm
National League of Cities (NLC) City Summit (Kansas, MO)	Wed. -Sat.	11/16 - 11/19	
No Meeting	Wed.	11/16	
Work Session– Maglev Update	Mon.	11/21	7:30 pm
Special Meeting/Closed Session – Legal Matters	Mon.	11/21	Following WS
No Meeting	Wed.	11/23	7:30 pm
Regular Meeting	Mon.	11/28	7:30 pm
Work Session – Bicycle/Pedestrian Master Plan	Wed.	11/30	7:30 pm

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

Bonita Anderson, City Clerk

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

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

MD RELAY 711

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891



10/21/2022 1:00 PM

Ready to be scheduled:

Closed Session (*Cable Ordinance*)
MARC Train Service/ MDOT
Arts & Entertainment District
Potential Bond Referendum/Capital Financing
Parke Crescent Apartment Complex
Cemetery Plans
City Contracting Policy
Board of Elections reports:

- Procedure for filling Council vacancies
- Proposal for voting by resident non-citizens
(*waiting for CRAB Report*)
- Early Voting

Police Reform
ERB Reports: (#2020-01 Procedures for
Employee Appeals, Grievances (#2021-02
Collective Bargaining) (*waiting for CRAB Report*)
Virtual Meetings Accessibility for Blind and
Visually Impaired
Walk-way Light Fixture
Prince George's County Council
Space Study
Prince George's County State's Attorney
(*presentation*)

For later scheduling:

Zoning Enforcement
Parkway Apartment Owners/GHI (*parking*)
Northway Fields Master Plan
City Manager Updates (Jan, Pre-budget; July &
Sept/Oct)
Meeting with County on Transportation Plan
Department of Permitting, Inspections &
Enforcement (DPIE)
Museum Plan
Term Limits legislation (*referral submitted to
CRAB*)
Majority Leader Hoyer
Bernard Penney (*Memorial Donation in honor of
Leonie Penney*)
Economic Development Advisory Committee
(*refer to Economic Development Manager*)

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

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

MD RELAY 711

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

(Rev. September 19, 2022)

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS (60 mins - 9:00 - 10:00 pm)

Subject:

* Draft Consolidated Transportation Program (CTP) Letter

Suggested Action:

Reference: Consolidated Transportation Program Letter

Staff requests that the attached letter be placed on Council's consent agenda for tonight. Council has had the opportunity to review the State's Draft Consolidated Transportation Program (CTP) for the fiscal year 2023-2028. The attached draft letter offers Council's comments.

Approval of this item on the consent agenda will indicate Council approval of sending the letter.

Attachments:

[CTP Letter_Draft. V. 2.Davis Edits 10.5.22.pdf](#)

October 3, 2022

Mr. James F. Ports, Jr.
Maryland Department of Transportation
7201 Corporate Center
Hanover, MD 21076

RE: 2023-2028 Draft Consolidated Transportation Program (CTP)

Dear Secretary Ports:

The Greenbelt City Council has had the opportunity to review the State's Draft Consolidated Transportation Program (CTP) for fiscal years 2023-2028. The City Council offers the following comments:

The City supports the vision, goals and priorities of the Maryland Transportation Plan, particularly those with emphasis on transit, transit-oriented development, economic development, zero emissions and safe pedestrian and bicycle travel.

The City strongly appreciates the inclusion of design funding for a full interchange at the Greenbelt Metro Station and the State's support for attracting the FBI Headquarters to Prince George's County. A full interchange at Greenbelt Metro Station is critical to attracting a major GSA tenant and transit-oriented development.

The City is appreciative of the participation of State Highway Administration and WMATA staff in the completion of the Greenbelt Road Corridor Study which was funded by a Transportation, Land Use and Connections grant. However, the City continues to be disappointed that the MD-193-Greenbelt Road Streetscape project, which was placed on hold in 2002, remains excluded from the CTP despite being a Prince George's County high priority project. Greenbelt Road is a major east-west corridor that connects three (3) jurisdictions - City of Greenbelt, the City of College Park, and the Town of Berwyn Heights. While being a critical local and regional corridor, Greenbelt Road largely only accommodates motorists. The City, along with its neighboring municipalities, has and continues to engage in planning activities to identify how this critical

roadway can be improved to include streetscape improvements and pedestrian and bicycle improvements. The City requests that this very important project for the State, County, and local communities be added to the CTP and funding allocated to planning.

In addition, the City strongly **opposes**:

- **Baltimore-Washington Superconducting Maglev (SCMAGLEV)** The City has and continues to strongly oppose the SCMAGLEV. The impacts this project will have on the natural, socioeconomic, cultural, and built environment are unacceptable and are in direct conflict with the stated goals of the Maryland Department of Transportation. This project should be removed from the CTP in its entirety.
- **The I-270 Eisenhower Memorial Highway and I-495 Capital Beltway P3 Program** (Traffic Relief Plan) project. While the City is aware that the preferred Alternative, Alternative 9, does not include recommended improvements on I-495 east of the I-270 spur to MD 5 at this time, the City would like to restate its strong opposition to projects, such as this one, that will do little to address the region's congestion, but will have high environmental, human, and financial cost.
- **The MD 201 Extended (Edmonston Road) / US 1 (Baltimore Avenue)** project. This project will have significant negative environmental impacts on wetlands to the north of the City as well as on Beltsville Agricultural Research Center (BARC) property.

The projects listed above represent a direct conflict to the State's identified priorities outlined in the Maryland Transportation Plan (MTP) including ensuring environmental protection and sensitivity, promoting fiscal responsibility, and providing better transportation choices and connections.

The City remains fully supportive of the following projects:

- The State's continued support for the construction of the **Purple Line** and investment in the **WMATA Metrorail System**.
- The **US 1 Baltimore Avenue** reconstruction project. The City urges that funding be programmed for engineering and construction for Segments 2 and 3, MD 193 to I-95 of this project.
- The allocation of funding to **Bicycle and Pedestrian Related Projects**. The City shares the State's and Prince George's County's concern for pedestrian and bicycle safety and strongly urges that projects continue to be added that support this State and local priority.

Thank you for the opportunity to review and comment on the CTP. If you have any questions please contact, Terri Hruby, Director of Planning and Community Development at (301)474-0569 or at thruby@greenbeltmd.gov.

Sincerely,

Emmett V. Jordan
Mayor

Kristen Weaver
Mayor Pro Tem

Judith F. Davis
Council Member

Silke I. Pope
Council Member

Brandon Ric Gordon
Council Member

Colin A. Byrd
Council Member

Rodney M. Roberts
Council Member

Cc: City Council
Senator Paul G. Pinsky
Delegate Anne Healey
Delegate Alonzo Washington
Delegate Nicole Williams
County Councilmember Todd Turner
Four Cities Coalition
Victor Weissberg, Prince George's County DPW&T
Tim George, Assistant City Manager
Terri Hruby, Director of Planning and Community Development

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS (60 mins - 9:00 - 10:00 pm)

Subject:

*Reappointment to Advisory Boards/Committees

Suggested Action:

Reference: Reappointment Survey

Stan Zirkin has indicated his willingness to continue to serve on the Public Safety Advisory Committee (PSAC).

Eunice Pierre has indicated her willingness to continue to serve on the Public Safety Advisory Committee (PSAC).

Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Zirkin and Ms. Pierre to a new term PSAC.

Attachments:

City Council Agenda Item Report

Meeting Date: October 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS (60 mins - 9:00 - 10:00 pm)

Subject:

* Resignation from Advisory Group

Suggested Action:

Reference: Email: E. Levner - 10/11/2022

Email: A. Spaid - 10/05/2022

Efrat Levner and Amanda Spaid have submitted their resignations from the Art Advisory Board (AAB). Approval of this item on the consent agenda will indicate the Council's intent to accept their resignations with regret.

Attachments: