

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
October 10, 2016 - 08:00 p.m.

I. ORGANIZATION

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

II. COMMUNICATIONS

6. Presentations

[Cooperative Month Proclamation - The National Cooperative Business Association has designated October as Cooperative Month. Members from more than 29,000 cooperatives nationwide will celebrate the advantages of cooperative membership and recognize the benefits and values cooperatives bring to their members and communities. Representatives from Greenbelt's six cooperatives have been invited to attend tonight's meeting to receive a proclamation announcing the City's support and recognition of cooperative businesses and organizations](#)

during this month.(CM)

Cooperative Month Proclamation

Nonprofit Awareness Week Proclamation - The fifth annual Prince George's County Nonprofit Awareness Week is being held October 10 – 15, 2016. This event is sponsored by the Human Services Coalition of Prince George's County. Representatives from Greenbelt's nonprofits have been invited to attend tonight's meeting to receive a proclamation announcing the City's support and recognition of nonprofits during this week.(CM)

Nonprofit Awareness Week Proclamation

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

8. Minutes of Council Meetings

- * Work Session, August 3rd, 2016

[WS160803](#)

- * Work Session, August 29th, 2016

[WS160829](#)

- * Regular Meeting, September 12th, 2016

[RM160912](#)

- * Regular Meeting, September 26, 2016

[RM160926](#)

* Work Session, September 28, 2016

[WS160928](#)

* Interview, October 5th, 2016

[INT161005](#)

9. [Administrative Reports](#)

* 10. Committee Reports

III. LEGISLATION

11. [A Resolution for the Negotiated Purchase for a Tree Master Plan from Davey Resource Group of Kent, Ohio, at a Cost of \\$23,900 - Reference: Resolution](#)

[Memorandum, R. Fink, 10/04/2016](#)

[The FY 2017 budget allocates funds for a Tree Master Plan to review current practices, tree inventory, and develop a recommended planning and maintenance program to guide the City's tree-related planning decisions over the next five \(5\) to ten \(10\) years. The City issued a Request for Proposals \(RFP\) for a Tree Master Plan and three \(3\) responses were received. After review of the proposals and interviews, Public Works staff has identified the proposal from Davey Resource Group as best suited to address the City's needs. It is recommended this resolution be introduced for first reading. \(CM\).](#)

[Resolution](#)

[Memorandum, R. Fink, 10-04-2016](#)

IV. OTHER BUSINESS

12. Reimbursement to Greenbelt Intergenerational Volunteer Exchange Service (GIVES) _____ for Insurance Coverage - Reference: Email, M. McLaughlin, 09/28/2016

For many years, it was thought that the Greenbelt Intergenerational Volunteer Exchange Service (GIVES) was insured under the City's policy with Local Government Insurance Trust (LGIT) but this was not the case. Jean Cook, Chair of GIVES, with the help of the City Solicitor has identified a carrier that will provide general liability insurance for the organization at a cost of \$950 per year. GIVES is an entirely volunteer operation and does not have the funds to pay for the insurance. Since the City was instrumental in the establishment of GIVES and provides support by providing office space and computer support, it is recommended the City reimburse GIVES for the cost of the general liability insurance. Jean Cook will be present at the meeting. (CM).

Email, M. McLaughlin, 09-28-2016

13. Revised _____ Contribution/Recognition _____ Group _____ Policy _____ - Reference: _____ Memorandum, G. Varda/N. DeWald/A. Phelan, 10/04/2016

Proposed Policy

The Recreation Department has reviewed the City's current procedures for providing financial and in-kind assistance to designated Civic Groups, Recognition Groups, Contribution Groups and one-time grant recipients. Recreation staff has recommended a revised approach which includes:

1. Current Civic, Recognition and Contribution Groups all be classified as Recognition Groups;
2. There be two types of financial support: Project Grants and Operating Groups
3. A financial summary statement will be required at the end of the fiscal year from all organizations which receive project or operating grants; _____

4. The City's proposed budget document specify only a lump sum for funding of community group activities; and
5. Council authorize a Grant Review Panel to evaluate all community group applications and allocate the funds designated in the proposed budget.

The proposed changes were discussed at City Council work sessions on July 25 and August 31, 2016. The proposals have also been discussed with the Arts Advisory Board and the Park and Recreation Advisory Board. Greg Varda, Assistant Director of Recreation Programs, and Nicole DeWald, Arts Coordinator, will be present at the meeting. It is recommended Council approve the changes to the City's Recognition and Contribution/Recognition Group Policy. (GV).

Memorandum, G. Varda-N. DeWald-A. Phelan, 10-04-2016

Proposed Policy-1

Proposed Policy-2

Proposed Policy-3

Proposed Policy-4

Proposed Policy-5

Proposed Policy-6

14. Recruitment Bonus – Police Officers - Reference: Memorandum, M. McLaughlin/Chief Craze, 09/27/2016 The City is facing intense competition between agencies for the recruitment of new police officers and the problem is compounded by the number of retirements in the Police Department. It is recommended that a \$500 bonus be provided to any City employee who recruits someone to successfully become a Greenbelt Police Officer. Success is defined as completion of the appropriate training (either academy for new officers or comparative training for experienced officers) and completion of field

training. Funds are available to cover this cost from savings in the departmental budget. It is recommended Council approve this proposal.(MPM)

Memorandum, M. McLaughlin Chief Craze, 09-27-2016

15. Council Reports

* 16. Memorandum of Understanding – City and Greenbelt Access Television -Reference: Memorandum of Understanding

Letter, M. McLaughlin, 06/03/2016

Email, R. Zugby, 09/09/2016

A work session on the development of a Memorandum of Understanding (MOU) between the City and Greenbelt Access Television (GATe) was held on March 23, 2016. Based on comments received at the work session, a MOU has been drafted and has been approved by the GATe Board. The MOU calls for rent to be paid to the City for GATe's use of space in the Community Center and for GATe to be reimbursed for services (staffing for City meetings and events) provided to the City. Approval of this item on the consent agenda will indicate Council's intent to approve the MOU as drafted. (CM)

Memorandum of Understanding

Letter, M. McLaughlin, 06-03-2016

Email, R. Zugby, 09-09-2016

* 17. Red Light Cameras - Reference: Memorandum, M. McLaughlin, 09/26/2016

Memorandum, Lt. Pracht, 09/20/2016

The Police Department constantly monitors its red light camera program for safety effectiveness and potential needs. Based on data received from the State Highway Administration, Police Department staff has noticed an increase in the number of vehicular crashes at the intersections of Greenbelt Road and Hanover Parkway and Greenbelt Road at Kenilworth Avenue. It

is recommended that red light cameras be installed at these locations to provide for safer intersections. Approval of this item on the consent agenda will indicate Council's intent to approve this recommendation.(CM)

[Memorandum, M. McLaughlin, 09-26-2016](#)

[Memorandum, Lt. Pracht, 09-20-2016](#)

* 18. Appointments to Advisory Groups - Council interviewed Alejandra Benmen on August 1, 2016, for appointment to the Greenbelt Advisory Committee on Environmental Sustainability (GreenACES) and Rev. Ray Raysor on September 12, 2016, for appointment to the Community Relations Advisory Board (CRAB). Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Benmen to GreenACES and Mr. Raysor to CRAB.(CM)

V. MEETINGS -

Reference: Chart, Stakeholder/Regular Meetings
Master Calendar

<u>Regular Meeting</u>	<u>Mon.</u>	<u>10/10</u> <u>8:00 pm</u>
<u>MML Fall Conference</u>	<u>Wed.-Sat.</u>	<u>10/12-15</u>
<u>Work Session – Economic Development</u>	<u>Mon.</u>	<u>10/17</u> <u>8:00 pm</u>
<u>Work Session – TBD (CC)</u>	<u>Wed.</u>	<u>10/19</u> <u>8:00 pm</u>

<u>Regular Meeting</u>	<u>Mon.</u>	<u>10/24</u>	<u>8:00 pm</u>
<u>Four Cities Meeting (Greenbelt)</u>	<u>Wed.</u>	<u>10/26</u>	<u>7:30 pm</u>
<u>Advisory Group Appreciation Dinner (CC)</u>	<u>Sun.</u>	<u>10/30</u>	<u>5:00 pm</u>
<u>Executive Session</u>	<u>Mon.</u>	<u>10/31</u>	<u>8:00 pm</u>
<u>Work Session – Voting Age/Mandan Road Basketball Courts (CC)</u>	<u>Wed.</u>	<u>11/02</u>	<u>8:00 pm</u>
<u>No Meeting – General Election</u>	<u>Mon.</u>	<u>11/07</u>	<u>8:00 pm</u>
<u>Work Session – Roosevelt Center Merchants Association (CC)</u>	<u>Wed.</u>	<u>11/09</u>	<u>8:00 pm</u>
<u>Regular Meeting</u>	<u>Mon.</u>	<u>11/14</u>	<u>8:00 pm</u>
<u>NLC Conference</u>	<u>Wed.-Sat.</u>	<u>11/16-19</u>	

<u>Work Session – Greenbelt Station North Core Detailed Site Plan (tentative)</u>	<u>Mon.</u>	<u>11/21</u>	<u>8:00 pm</u>
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<u>No Meeting</u>	<u>Wed.</u>	<u>11/23</u>	
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<u>Regular Meeting</u>	<u>Mon.</u>	<u>11/28</u>	<u>8:00 pm</u>
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<u>Work Session – TBD (CC)</u>	<u>Wed.</u>	<u>11/30</u>	<u>8:00 pm</u>
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