



CITY COUNCIL AGENDA

**Municipal Building
Monday, October 08, 2018
8:00 PM**

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

II. COMMUNICATIONS

6. Presentations

- 6.a. Cooperative Month Proclamation
Suggested Action: 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. (BA)
[CoopMonth 18 proc.pdf](#)
- 6.b. Nonprofit Awareness Week Proclamation
Suggested Action: The seventh annual Prince George's County Nonprofit Awareness Week is being held October 6 – 12, 2018. 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. (BA)
[Nonprofit Week 18 proc-evj.pdf](#)
- 6.c. Domestic Violence Awareness Month

Suggested Action: Domestic Violence Awareness Month evolved from the “Day of Unity” held in October 1981 and conceived by the National Coalition against Domestic Violence. The “Day of Unity” soon evolved into a week, and in October of 1987, the first National Domestic Violence Awareness Month was observed. In 1989 Congress passed Public Law 101-112, officially designating October of that year as National Domestic Violence Awareness Month. Such legislation has been passed each year since. Capt. Seung Lee will provide information about domestic violence awareness and the purple lights displayed in our community. (BA)

7. Petitions and Requests

8. Minutes of Council Meetings

8.a. * Minutes of Council Meetings

[WS171016_ba.pdf](#)

[PH180403_ba.pdf](#)

[RM180423ba.pdf](#)

[WS180516_ba.pdf](#)

[WS180801ba.pdf](#)

[RM180514_ba.pdf](#)

[INT180822.pdf](#)

[WS180822ba.pdf](#)

9. Administrative Reports

10. * Committee Reports

10.a. - Arts Advisory Board Report #19-1, (Recommendation for a City of Greenbelt Public Arts Policy)

Suggested Action: It is recommended Council accept this report and consider it on this agenda. (BA)

10.b. - Forest Preserve Advisory Board Report #2018-04, (Revisions to City Code Chapter 12 Articles VIII and IX)

III. LEGISLATION

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

Issuance, Security, Sale And Payment For Any Such Bonds; Making Certain Legislative Findings; And Generally Providing For The Levy, Imposition, Collection And Application Of Such Special Tax And The Issuance Of Special Obligation Bonds In Accordance With The Acts Identified Herein
Suggested Action: - 1st Reading

Reference:

Ordinance

The City agreed to provide up to \$8.4 Million in public improvement financing for Greenbelt Station Parkway (aka the Connector Road) via the annexation agreement executed in 2006. The developers of Greenbelt Station have completed a substantial portion of the roadway and are seeking reimbursement for such costs and the costs to complete the roadway per the agreement. This financing has been referred to as the Greenbelt Station Tax Increment Financing (TIF). In 2014, the Council adopted Resolution 2018 which created the Greenbelt Station Development District and Greenbelt Station Special Tax District.

Included in Council's packet is an ordinance to authorize and empower the City to issue up to \$8,000,000.00 of its Special Obligation Bonds for public improvements in connection with the proposed Development District Property and the Special Taxing District Property [and that the economy of the City will benefit from the development of such property.] This ordinance lists a maximum potential borrowing amount and maximum potential interest rate. The actual amount borrowed (currently estimated at \$7.2 million) may be lower and the interest rate will be determined at the time the City actually borrows the funds.

The ordinance has been prepared by John Stalfort of Miles & Stockbridge, the City's Bond Counsel and reviewed by Todd Pounds, City Solicitor.

Staff recommends Council hold a public hearing on this Ordinance on October 22. This public hearing is required prior to the adoption of this Ordinance and a hearing notice must be published in a newspaper of general circulation in the City not less than 10 days before such hearing.

It is recommended that Council introduce the ordinance for first reading and schedule the public hearing for October 22. (DEM/BA)

[Ordinance.pdf](#)

OTHER BUSINESS

12. Approval of the Public Arts Policy

Suggested Action: Reference:

2018 Public Arts Policy Update

Arts Advisory Board Public Art Site Index

Public Art Procedures

Council accepted Arts Advisory Board Report 19-1 as a consent item on this agenda. This report presents a draft Public Arts Policy for the City of Greenbelt, along with a supporting Site Index. These materials were the subject of a Council worksession on September 26, 2018, along with guidelines prepared by Greenbelt Recreation staff to facilitate the implementation of the policy. Both the Site Index and the implementation guidelines have been updated to

incorporate Council's input at the worksession.

It is recommended that Council approve the City of Greenbelt Public Arts Policy as presented by the Greenbelt Arts Advisory Board. Greg Varda, Assistant Director of Recreation Programs and Nicole DeWald, Arts Supervisor will be present at the meeting. Outgoing Chair Tatiana Ausema is expected to attend on behalf of the Arts Advisory Board. (GV/BA)

[2018 Public Arts Policy Update.pdf](#)

[AAB_Public Art Site Index.pdf](#)

[Public Art - Procedures.pdf](#)

13. RFP Space Planning for Greenbelt Museum Visitor & Education Center and Offices
Suggested Action: Reference:

Request for Proposal

The Friends of the Greenbelt Museum, Inc. (FOGM) seeks the services of an experienced and qualified registered architect with experience working with museums and museum collections/archives to design the conversion of a residential property and attached garage into a visitor and education center with office space for the Greenbelt Museum. The goal of this project is the development of a fully functional Greenbelt Visitor and Education Center. It will be a space in which we will welcome visitors, hold programs, conduct educational activities, assist researchers, mount small exhibitions, store collection items and administer the museum functions. (BA)

[Request for Proposal.pdf](#)

14. Accept the Forest Preserve Advisory Board Report #2018-03 Response to a letter in the Greenbelt News Review about prohibited activities in the Forest Preserve

Suggested Action: Reference:

Forest Preserve Advisory Board Report #2018-03

The Forest Preserve Advisory Board has been made aware of a letter printed in the Greenbelt News Review on March 22, 2018 entitled "Illegal Hunting" that was submitted by Ms. Lynn Slater. During the June meeting of the Forest Preserve Advisory Board Ms. Slater discussed the incident and answered questions from board members. It was decided that a letter should be drafted by the Forest Preserve Advisory Board in response to the actions detailed in Ms. Slater's letter. The Forest Preserve Advisory Board requests that City Council approve the following letter to be printed in the Greenbelt News Review as a letter to the editor.

Council direction is sought. (JM/BA)

[FPAB Report to Council 2018-03.pdf](#)

15. Advisory Board Notice for Forthcoming Development Proposals

Suggested Action: This item was added by Councilmember Byrd. His motion is to direct City staff to provide notice to the following Advisory Boards/Committees about any and all forthcoming development proposals;

to allow any of the following Advisory Boards/Committees to submit a written request for a

presentation from prospective developers on a project that the Board/Committee decides it wishes to formally review; and

to any of these Boards/Committees to submit a written report of its own on proposed development projects that are of importance or concern to the Board/Committee. (Green ACES, Forest Preserve Advisory Board & Advisory Committee on Trees)

City Staff has confirmed that staff liaisons to boards already consult on Advisory Planning Board agenda items and topics. However, Planning staff will expand the APB's distribution list to include all staff liaisons. In addition, while any board already can attend APB meetings and request presentation or make comments. Staff will work to facilitate at least an additional meeting to discuss environmental issues with other advisory boards. This includes boards not noted in the motion, such as Parks and Recreation Advisory Board and Public Safety. (BA)

16. Internet in the Community Center

Suggested Action: This item was added by Councilmember Byrd. His motion is to direct City staff to provide the City Council with a cost/options memo on providing Wi-Fi on the first floor of the Community Center.

Staff reported that the estimated cost is \$1,000 for wiring and about \$500 for software subscription (to be paid every 3 years). Staff notes that construction would provide additional Wi-Fi support to the first floor classrooms. There currently is a portable Wi-Fi unit that is available for staff, renters and individuals upon request. The Senior Lounge has an internet-connected computer and the Multi-purpose room already has Wi-Fi. (CB/BA)

17. Fiber Network Task Force

Suggested Action: This item was requested by Councilmember Byrd. His motion is to create a task force to study the issue of a City-wide fiber network and becoming a broadband community; and allow city staff to advertise an RFP related to the use of PEG access fees to do a feasibility study. (CB/BA)

18. Letter to State Retirement Agency on Pension Fund Fossil Fuel Investments

Suggested Action: Reference:

Draft Letter

This item was requested by Councilmember Byrd. His motion is to send a letter to the State Retirement Agency expressing concerns about the pension fund's fossil fuel investments. Mr. Byrd will provide Council with a draft letter. (CB/BA)

[draft greenbelt letter to state retirement agency on fossil fuel investments.pdf](#)

* 19. Electric Vehicle Charging Station at Roosevelt Center

Suggested Action: A DC Fast Charging (Level 3) station for Electric Vehicles (EV) was installed at the Municipal Building in the early Fall of 2017. The charging station has been free for all users. In follow-up to council members' request in charging a fee, staff researched potential rates and revenue. There is a one-time setup cost to establish the network for Radio Frequency Identification (RFID) cards to be used by City employees for city vehicles. The RFID is not recommended at this time.

The current network accepts payments from all major credit card providers. If a charging plan is initiated, the Electric Vehicle Institute (EVI) would retain 33% of the billing to cover data, merchant service, and credit card fees; and Greenbelt would receive 67% of the total billings.

Council requested a fee for service be established. It is recommended that Council approve a "pay to charge" rate schedule outlined in the staff report, supporting a maximum charge of \$7.10 for up to 30 minutes of charging. This number was reached assuming a cost of electricity of 13 cents per KW, and based on the station's current usage, EVI's model suggests that the breakeven pricing to use credit cards would be \$2.00 Flat Fee per use (FF) + \$0.17 timed Per Minute (PM).

At the August 13, 2018 City Council meeting it was requested that staff look into 1) the cost of including the replacement value of the charging station in the charging fee, and 2) having a different fee for Greenbelt residents.

EVI, the charging station operator, said it is not capable of providing different rates to Greenbelt residents. In order to collect the \$50,000 replacement cost over a ten year period, a charge of \$5 would have to be implemented in addition to the brake even charge of \$7.10 for 30 minutes.

Public Works investigated additional pricing. \$12.10 for 30 minutes was considered prohibitively expensive. Staff believes the original proposal of \$7.10 for 30 minutes is in line with other EV chargers in the area and does allow for some profit. It is important to note in 10 years prices and technology may be different.

Staff recommends that Council approve a "pay to charge" rate schedule as outlined in the original report, supporting a maximum charge of \$7.10 for up to 30 minutes of charging. (LR)

* 20. No New Fossil Fuels in Maryland Campaign Letter
Suggested Action: Reference:

Draft Letter

At Council's regular meeting held on September 24th, Greenbelt Climate Action Network (GCAN) requested the Greenbelt that City Council send a letter to the Maryland State Delegation (Legislative District 22nd) encouraging them to sign the "No New Fossil Fuels in Maryland Pledge".

Included in Council's packet is a final draft letter of the No New Fossil Fuels in Maryland Pledge addressed to the Maryland State Delegation (Legislative District 22nd) for review.

Approval of this item on the consent agenda will indicate Council's approval of the letter. (BA)
[Ddraft Letter_20.pdf](#)

* 21. Letter to Maryland Transit Administration on Maglev Alternatives Report Status
Suggested Action: Reference:

Draft Letter

This item was requested by Councilmember Byrd and discussed at the Council's regular meeting held on September 24th. Council voted unanimously to send a letter to Maryland

Transit Administration requesting an update on the status of the Baltimore-Washington SC Maglev project.

Included in Council's packet is a final draft letter for review.

Approval of this item on the consent agenda will indicate Council's approval of the letter. (BA)
[Dtraft Letter_21.pdf](#)

* 22. County Short-Term Rentals Legislation, CB-10-2018 & CB-11-2018 Letter of Support

Suggested Action: Reference:

Letter of Support, Short Term Rentals, CB-10-2018 & CB-11-2018 (DR2)

At Council's regular meeting held on September 24th, Council voted unanimously to send a letter of support with conditions.

Included in Council's packet is a final draft letter for review.

Approval of this item on the consent agenda indicates Council's approval of the letter. (BA)
[Dtraft Letter_22.pdf](#)

* 23. University of Maryland Campus Community Connection

Suggested Action: On September 11, 2018, former College Park Mayor Andrew Fellows of the National Center for Smart Growth Center and College for Information Studies presented to the Council information about the University of Maryland Campus Community Connection Program.

Staff recommends Council contribute \$15,000 towards the City's participation in the University of Maryland Campus Community Connection Program. This will support the inclusion of Greenbelt in University programs, research, and other activities. This includes collaboration with College Park, Berwyn Heights, Riverdale Park, University Park, New Carrollton, Hyattsville and Prince George's County.

Approval of this item on the consent agenda indicates Council's approval to the financial contribution. (BA)

* 24. Arts Advisory Board Report #19-2, Request to Amend Arts Advisory Board By-Laws

Suggested Action: Reference:

Arts Advisory Board Report #19-2

On September 11th, 2018, Council accepted the Arts Advisory Board Report #19-2.

Approval of this item on the consent agenda indicates Council's approval of the report. (BA)

* 25. Greenbelt Advisory Committee on Environmental Sustainability (GreenACES)
Recommendation #2018-02, Maryland Public Service Commission's Hearing
PC44-Transforming Maryland's Electric Grid, Letter of Support

Suggested Action: Reference:

GreenACES Recommendation #2018-02

On September 11th, 2018, Tami Watkins, Pepco Public Affairs Manager, presented to the Council GreenACES recommendation to send a letter to the Public Service Commission (PSC) expressing Council's support for expanding electric vehicle charging within the State of Maryland and requesting that PSC prioritize funding to electrify public transportation and develop electric mobility programs for residents who can't afford electric vehicles. The Council voted in the affirmative to support GreenACES recommendation.

Approval of this item on the consent agenda indicates Council's support. (BA)

26. Council Activities

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

27. Council Reports

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

V. MEETINGS

Suggested Action: Council has expressed an interest in scheduling a closed session on Wednesday, October 10th to discuss Personnel-Police. The following motion is needed in order to schedule this meeting.

I move that Council schedule a Closed Session on Wednesday, October 10th at 7:30 pm in accordance with the General Provisions Article 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland, to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Public Hearing - Greenbelt Station Tax Increment Financing (TIF), October 22, 2018

MML – Fall Conference, Wed. – Fri., 10/10- 10/12

National Walk to School Day, Wed., 10/10, 7:00 am

No Meeting , Wed. 10/10

Advisory Board Banquet, Sun., 10/14, 5:00 pm

Advisory Board Interview, Mon., 10/15, 7:40 pm

Work Session – Prince George's County Fire Department, Mon., 10/15, 8:00 pm

Work Session – TBD, (CC), Wed. 10/17, 8:00 pm

Public Information/Open Meetings Act Training, Thurs., 10/18, 1:00-3:00 pm

Advisory Board Interview, Mon., 10/22, 7:40 pm

Regular Meeting/Public Hearing, Mon., 10/22, 8:00 pm

Four Cities Meeting (Greenbelt), Wed. 10/24, 7:30 pm

Law Enforcement/Firefighter/Public Works

First Responders of the Year Banquet (American Legion), Fri., 10/26, 5:30 pm

Work Session – Green Ridge House Admissions/Smoking Area, Mon, 10/29, 8:00 pm

Work Session – TBD, Wed., 10/31, 8:00 pm

Ready to be scheduled:

County Executive & Councilmember Turner

Fire Department

WSSC

Forest Preserve/Community Gardens

Religious/Spiritual Organizations

Sustainable Land Care Policy

Capital Office Park

Dog Park

CRAB Report – Police Community Relations

Franklin Park

Verizon

WMATA Trail

For later scheduling:

Zoning Enforcement

Parkway Apartment Owners/GHI (parking)

Northway Fields Master Plan

City Manager Updates (Jan, Pre-budget; July & Sept/Oct)

Cemetery Plans

Meeting with County on Transportation Plan

Hotels

PRAB – Buddy Attick Park Master Plan

Forest Preserve Health Assessment

Roosevelt Center Owner

University of Maryland

Respectfully submitted,

Nicole Ard

City Manager

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Presentations

Agenda Section: Presentations

Subject:

Cooperative Month Proclamation

Suggested Action:

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. (BA)

Attachments:

[CoopMonth 18 proc.pdf](#)

PROCLAMATION

WHEREAS, cooperatives are created through the initiative and self-reliance of Americans who come together to meet common economic, social, and cultural needs through a democratically controlled enterprise that is owned and governed by its members and exists solely to serve the members' interests; and

WHEREAS, the theme of National Co-op Month 2018 "Cooperatives See the Future," which highlights the many ways co-ops are making an impact in their communities and around the world to ensure a better future for everyone; and

WHEREAS, there are more than 29,000 cooperative businesses in the United States operating in every industry, including agriculture, child care, energy, financial services, publishing, food retail and distribution, housing, healthcare, insurance, telecommunications, and many others; and

WHEREAS, United States cooperatives serve some 350 million members, generate more than two million jobs, and make a substantial contribution to the economy with annual sales of \$652 billion and possessing assets of \$3 trillion; and

WHEREAS, since Greenbelt's founding in 1937, the spirit of COOPERATION has dramatically sustained and enriched our community; and

WHEREAS, the City of Greenbelt itself is a member of cooperatives, including purchasing cooperatives to help reduce the city's costs; and

WHEREAS, Greenbelt's cooperatives are greatly appreciated by all our citizens as being essential to the fabric of our daily lives. They are

◆ THE GREENBELT CONSUMER COOPERATIVE, INC.
◆ THE GREENBELT FEDERAL CREDIT UNION ◆ GREENBELT HOMES, INC. ◆ GREENBELT
MAKERSPACE COOPERATIVE ◆ THE GREENBELT NEWS REVIEW ◆ THE NEW DEAL CAFE and ◆ THE
GREENBELT NURSERY SCHOOL

WHEREAS, members of the Greenbelt Cooperative Incubator are seeking to form new cooperatives; and

WHEREAS, Greenbelt's cooperatives will celebrate with many activities throughout October Co-op Month, including participation in the Co-op Festival on the National Mall.

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

COOPERATIVE MONTH

during which we will join with all cooperatives, especially those in Greenbelt, as they celebrate their achievements, reaffirm their commitment to the values of cooperative enterprise, and look to the bright future that cooperatives will help create.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 8th day of October 2018.

EMMETT V. JORDAN, Mayor

ATTEST: Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Presentations

Agenda Section: Presentations

Subject:

Nonprofit Awareness Week Proclamation

Suggested Action:

The seventh annual Prince George's County Nonprofit Awareness Week is being held October 6 – 12, 2018. 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. (BA)

Attachments:

[Nonprofit Week 18 proc-evj.pdf](#)

PROCLAMATION

WHEREAS, the seventh annual Prince George's County Nonprofit Awareness Week is organized by the Human Services Coalition of Prince George's County; and

WHEREAS, Nonprofit Awareness Week is a county-wide celebration of nonprofits, acknowledging the great work that they do and the sustained excellence in service and leadership they provide; and

WHEREAS, the purpose of Nonprofit Awareness Week is to educate the public about the contributions made by nonprofits every day throughout Prince George's County; and to celebrate their community supporters – board members, volunteers, businesses, individuals – whose investments engender sustainability and growth; and

WHEREAS, nonprofits make valuable economic and quality of life contributions every day in Greenbelt by providing services and referrals that would otherwise not be available; and

WHEREAS, the theme of Nonprofit Awareness Week 2018 is "I'm **IN**: **IN**spired to serve ... **IN**volved with community... **IN**vested in nonprofits;" and

WHEREAS, the objectives of Nonprofit Awareness Week are to raise public awareness about the nonprofit sector; and to encourage Prince George's County citizens, businesses and stakeholders to support nonprofits through volunteerism, philanthropy and engagement.

NOW, THEREFORE, I, Emmett V. Jordan, by the authority vested in me by the citizens and City Council of Greenbelt, do hereby proclaim October 6 to 12 to be

NONPROFIT AWARENESS WEEK 2018

during which we will join with all nonprofits as they celebrate their achievements and highlight their role in our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 8th day of October 2018.

EMMETT V. JORDAN, Mayor

ATTEST: Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Presentations

Agenda Section: Presentations

Subject:

Domestic Violence Awareness Month

Suggested Action:

Domestic Violence Awareness Month evolved from the “Day of Unity” held in October 1981 and conceived by the National Coalition against Domestic Violence. The “Day of Unity” soon evolved into a week, and in October of 1987, the first National Domestic Violence Awareness Month was observed. In 1989 Congress passed Public Law 101-112, officially designating October of that year as National Domestic Violence Awareness Month. Such legislation has been passed each year since. Capt. Seung Lee will provide information about domestic violence awareness and the purple lights displayed in our community. (BA)

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: Minutes of Council Meetings

Subject:

* Minutes of Council Meetings

Suggested Action:

Attachments:

[WS171016_ba.pdf](#)

[PH180403_ba.pdf](#)

[RM180423ba.pdf](#)

[WS180516_ba.pdf](#)

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[RM180514_ba.pdf](#)

[INT180822.pdf](#)

[WS180822ba.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, October 16, 2017, on State Highway Administration.

Mayor Jordan started the meeting at 8:02 p.m. The meeting was held in the Council Room of the Municipal Building.

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

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

ALSO PRESENT WERE: Peter Cantonize, Maryland Department of Transportation State Highway Administration (SHA) Acting Assistant Engineer for Traffic for Prince George's County; State Highway Administration Officials Sabrina Mason, Christopher Bishop and Brian Young, District Engineer; Residents Aaron Marcavitch, Bill Orleans and Bob Snyder.

Mayor Jordan inquired about the changes within the State Highway Administration. Mr. Young gave the Council an overview of the various transitions within the District office. He also stated that the district office handles a large number of major projects in the County.

Mayor Jordan expressed that the Council was shocked when they learned about the Governor's proposed widening of MD-295, I-270 and I-495. Ms. Mach asked the SHA representative if he was aware of the Baltimore Washington Parkway 2002 Study. She mentioned that the study indicated that it would be expensive to widen the Parkway and that it would not improve the traffic. Mr. Young stated that the Parkway is handled by the Department of Interior. Ms. Davis inquired about the status of public hearings for the proposed project, so that residents can express their opposition to the proposal. Mr. Young stated that he believes that there will be public hearings.

Mr. Putens mentioned to the SHA representatives that the Four Cities Coalition, which consist of the surrounding cities of Berwyn Heights, College Park, New Carrollton and Greenbelt, will provide opposition to the Governor's proposed widening project.

Mr. Robert stated that the widening of I-270 is a poster child for why widening doesn't work. After it was previously widened, the current traffic is just as bad as it was 30 years ago.

Ms. Pope asked when there will be more information available on the proposed project. Mr. Young stated that he doesn't have any information on the proposed project.

Mayor Jordan inquired about the funding from GSA to relocate the FBI building. Mr. Young replied that he did not know what the funding amount was. There was additional discussion about how Prince George's County prioritizes transportation projects. The County distributes a top priorities transportation list annually, stated Mr. Young.

Mayor Jordan mentioned that the timing of the signal at Southway & Baltimore-Washington Parkway is too long during the off-peak hours. Mr. Cantonize will forward that information on to the signal shop to have adjustments made to the timing of the light at that location. Mayor

Jordan inquired about how the City should report these types of issues. Mr. Cantonize stated that requests can be submitted to the Customer Care Management System online.

Ms. Davis asked about the Mandan Road and MD-193 that light has not been activated. SHA will look into that issue. Ms. Davis asked about a study for the timing on these lights. Mr. Young will have the signaling department look into it.

Mayor Jordan expressed his concern about the timing of the Hanover Parkway/Greenbelt Road pedestrian crosswalk walk light. He stated that there is not enough time to cross the roadway. Mr. Cantonize gave an overview of the timing for crossing the street. Mr. Putens stated that there are a lot of people who walk, and some have slow mobility. The City encourages the citizens to walk.

Mayor Jordan suggested that the City and SHA implement a memorandum of understanding (MOU) to address snow removal from the roads and sidewalks, particularly near the schools and for additional mowing during grass cutting season. SHA representative replied that SHA only provides funding for grass cutting four times a year. SHA representatives stated that they will review the numbers and work with Ms. Ard on the MOU.

Ms. Davis inquired about the SHA clearing snow from the sidewalks. It was stated that SHA only removed snow when there is a large amount of snowfall by schools and if people are standing in the street. SHA doesn't maintain the sidewalks. Ms. Davis asked what is considered maintenance. Mr. Young stated that cracking of the sidewalk or if there is a project that will impact the sidewalk would fall under maintenance.

Mayor Jordan inquired about the infrastructure of several areas, including the I-495 underpass and the Powdermill Road Bridge, that are in poor condition. The ramp north of Edmonston, which takes you onto Kenilworth Road, is in poor condition. The City needs to know who owns the roadway to contact the proper agency to fix or repair it. He also inquired about the policy of placement and consolidation of signs on Greenbelt Road and on Southway and also the process of implementing a gateway sign for the new Greenbelt Station and other areas in the City. Mr. Cantonize stated that he will work with Ms. Ard to find out what signs need to be implemented, removed or consolidated.

Mr. Young addressed Ms. Pope's question about removal of deer from the roadway, which is done by the State Highway Administration.

Ms. Ard stated that in the spring of 2018, the Urban Land Institute Technical Assistance Panel will be working with the Four Cities on the scope of study of Rhode Island to Kenilworth Ave. bike lane, Lakecrest to the Beltway overpass and Westbound from Southway and Kenilworth. Ms. Davis inquired about the traffic issues at Lakecrest Drive by the American Legion. Mayor Jordan asked about the egress by Belle Point Drive. Mr. Putens spoke about Belle Point Drive. Mr. Herling recalled that when he came on the Council the light at Lakecrest took about 30 years to implement.

Ms. Davis asked if the SHA has considered instituting continuous lighting on the roadway, since the City's location is more urbanized. Mr. Cantonize gave an overview of the various improvements within the County. Mayor Jordan inquired about the congestion at Cherrywood Lane and Kenilworth Avenue and MD-212 up to Sunnyside Road. Right now, there is no project

for relieving the congestion stated Mr. Cantonize. Mayor Jordan suggested a dedicated bike pathway down the median of Kenilworth to Piney Branch Road.

Mr. Herling asked if the I-270 and the MD-295 Baltimore-Washington Parkway projects included a separate lane for the buses in the proposal and if SHA has funding for circulator buses. That question can be answered by the Maryland Transit Administration (MTA), replied the SHA representative.

Informational items were discussed

The meeting ended at 9:56 p.m.

Respectfully Submitted,

*Bonita Anderson
City Clerk*

PUBLIC HEARING OF THE GREENBELT CITY COUNCIL held Tuesday, April 3, 2018, for the purpose of meeting with representatives of Baltimore Washington Rapid Rail and concerned citizens.

Mayor Pro Tem Davis started the meeting at 7:00 p.m. It was held in the Council Chambers of the Municipal Building.

PRESENT WERE: Councilmembers Judith F. Davis, Colin A. Byrd, Leta M. Mach, Silke I. Pope, Edward V.J. Putens and Rodney M. Roberts. Mayor Jordan arrived later in the meeting returning from a business trip.

STAFF PRESENT WERE: Nicole Ard, City Manager and Bonita Anderson, City Clerk.

ALSO PRESENT WERE: David Henley, Tabb Bishop, Connie Crawford, Furqan Siddiqi and Jeff Quido of Baltimore Washington Rapid Rail (BWRR).

Mr. Henley presented a PowerPoint summarizing the proposed Baltimore-Washington Superconducting Maglev (SCMAGLEV) Project. He indicated that 75% of the alignment was underground.

Delegate Washington expressed concern that this project is moving too fast and there is no citizen involvement. He reported on a meeting in November 2017 with his constituents to discuss the SCMAGLEV proposed project. He has inquired of Congressman Steny Hoyer regarding his position on the proposed project and has not received an answer.

Councilman Todd Turner referred the contact sheet for the proposed project. He stated there are two tracks that the citizens need to pay attention to; the Environmental Impact Statement (formal Federal process) and the Advocacy track (Federal Government who will make the decision). Mr. Turner stressed Governor Hogan is a part of this process as well as the Secretary of the Department of Transportation. He indicated there are zero State dollars involved in this process, but noted there is \$29 million dollars of Federal grant funding for the Environmental Impact Statement and the study for this proposed project.

Dennis Brady spoke about the lack of public information on the proposed project. He stated there have been about two dozen projects around the world, but only three have been built, two of them with heavy subsidy by their governments. Mr. Brady mentioned the proposed project is not economically viable due to failed attempts of the past trials of the SCMAGLEV. He indicated there are some discrepancies in the job years listed in the study.

Mr. Byrd asked the BWRR representatives about the status of Ms. Brown. Mr. Henley stated that Mr. Bishop is currently handling the Community Affairs.

Comments of the Citizens

Bill Orleans asked about Governor Hogan's endorsement of the proposed mapping variance. Mr. Henley clarified Councilman Turner remarks about the proposed project being initiated by

Governor Hogan. There have been changes to the proposed project when Gov. Hogan first rode the train; however, the hyper loop is just a conceptual idea/design. The NEPA process will move forward.

Ms. Tony Mathewson of 6972 Hunting Ridge stated concerns that the route on the west side of the BW Parkway will be under several of their buildings and the property is constructed on marine soil. She stated since 2012 there have been expenditures of \$750,000 for the maintenance, structural and plumbing issues. Ms. Mathewson requested a breakdown of the jobs provided by the project.

Mr. Robert Snyder of Hillside Road spoke in favor of the project. He cited his reason of the benefit of the SC Maglev Proposed Project. Mr. Snyder believes this project will improve the City's infrastructure and, with new technology, this proposed project will develop new jobs and will be much greener than other systems.

Mr. Brian Almquist of Greenbelt Advocates for Environmental and Social Justice expressed opposition to the project. He reported the group has collected over 250 letters opposing the proposed project. The letters have been mailed to all elected officials representing the City of Greenbelt. He requested that the Council meet in person with the key advisors and voice opposition to this proposed project.

Mrs. Donna Almquist of Greenbelt Advocates for Environmental and Social Justice opposed the proposed project. She expressed concern that the community is disappearing before their eyes and believe this proposed project will destroy wildlife and human habitat.

Ms. Elise Young of 9 Maplewood Court stated concerns about the impact this project will have on the children in the community.

Mr. Paul Downs of the Forest Preserve Advisory Board stated expressed concerns in reference to the impact on forest, foundation and community values. He suggested that people who are opposed should contact Congressman Hoyer's office.

Ms. Angeline Butler of Greenbriar expressed concerns that the pertinent facts are not included in the presentations the energy produced and possible pollution. Ms. Butler asked about the size and location of the vents and what kind of air will be forced out and back in. She wanted to know if there will be a geologic report done. Greenbriar and Roosevelt High are built on marine clay. She indicated there will be an impact on wildlife and there will be vibrations during construction and operation of the proposed project.

Ms. Joyce Wineland of Lakecrest Drive/Charlestown Village spoke in favor of this proposed project. Ms. Wineland would like to see growth and expansion, along with new technology to move forward. She stated proposed project will provide additional jobs. Ms. Wineland wants to see the Environmental Impact Statement (EIS) which should be completed in a year.

Mr. Owen Kelly of 15 Lakeside suggested to the Council that the forest is not safe if the portal is north of city property. He believes the last portion of the tunnel is too shallow and the forest will

need to be bulldozed. Mr. Kelly made the City Council aware that certain Council letters were not included in the official record of the January 2018 Final Preliminary Alternative Screening Report. He believes that today's electric cars may be more efficient in moving the same number of people than the SCMAGLEV.

Ms. Lisa Billingsly of 2 Court Gardenway stated concerns about the economic viability of the project. She indicated that her greatest concern is the cost to Greenbelt. Ms. Billingsly likes taking walks in the forest, which has no traffic noise. She was not in favor of the proposed project and how much it will damage the forest and the ecology. Ms. Billingsly noted it is not practical and the cost will be too high.

Tonya of Hedgewood Drive mentioned that 11 acres of land in Maryland is deforested every day. She stated some of the track that will be above ground will be in the forest area. Tonya stated the forest area is valuable and shouldn't be sacrificed for this proposed project. The lost forest impact on wildlife is not acknowledged enough.

Mr. Vijay Parishmore of 12 Crescent Road expressed concerns about education. He noted one of the final two alternates, which is Alternate J, is proposed east of the BW Parkway, which is where Eleanor Roosevelt High School (ERHS) is located. The short term of construction and long term effects of operation will affect the 3,000 students who attend ERHS.

Ms. Mary Ernsberger of 15 Laurel Road stated that there is one factor that plays strongly with the proposed project. By flying from DC to BWI, there is no reason to have this proposed project.

Bruce was tentatively for the project, but he would like to hear more about the environmental impact, along with the boring process without under-filling the cuts and openings.

Ms. Valerie Elliot, Forest Preserve Advisory Board, expressed concern about impact on wildlife along the entire corridor (Forest Preserve/NASA/BARC/Refuge). She believed there need, to be more green space and use of technology to live in harmony with nature

Ms. Susan Barnett stated there is little information available about the Maglev in Japan. She reported in China they have a commercially viable MAGLEV system, which operates at a huge deficit and is subsidized by the government. Ms. Barnett had environmental concerns about the tunneling process and the location for the dirt.

Mr. Leonard Bager of Montpelier Woods stated that the proposed layout is within 2,500 feet from his home. He has concerns in reference to the noise, rail yard and the sonic foot print. Mr. Bager believed there are unanswered technical questions.

Mr. John Frances of 11-E Ridge Road appreciated the Council's attention to this matter. He stated economic viability is a concern and the long term maintenance for the rail needs. Mr. Bob Snyder stated that the SCMAGLEV is not a surface train; it's an above ground and underground train with no impact on wildlife or fences. He also stated potential reasons to go to places via SCMAGLEV like spending the day in New York, or other places, versus multiple hours

traveling via other means (plane/regular train).

Mayor Jordan inquired about the maintenance yard placement criteria and what are the factors about where to put the maintenance yard.

Mr. Henley responded that the yard will be 100 acres on the ground and close to DC. He noted there are discussions with USDA-BARC. Mr. Henley indicated the yard will be a 24-hour a day operation for maintenance/storage of trains.

Mr. Putens asked about the alternate locations for the maintenance yard. Mr. Henley mentioned there is one (1) location north of Route 198 and four (4) other options within BARC.

Mr. Roberts asked BWRR representatives why the yard is at BARC and not at the places that will benefit from the SCMAGLEV train. Mr. Henley reported the reason is 150 acres of land is needed for a yard and there is no access from a tunnel.

Mr. Putens asked BWRR did they outreach to the communities. He asked about the impact on property value and property owner's insurance. Mr. Putens questioned the process for getting approval of property owners for permission to tunnel underneath. Mr. Henley stated an approval of the easement was needed.

Ms. Mach asked what the ridership cost would be. Mr. Henley stated that it will be competitive with Acela. He indicated a trip from Baltimore to DC will be \$40/\$45 one way.

Mr. Byrd stated he heard higher numbers in another hearing and he also wanted to know if the principals live near the route. Mr. Byrd asked what other permits and agencies have to review the proposed project.

Rohani Bacchus, the Chair of the GEAC, was opposed to the proposed project. She expressed concerns about property values, insurance concerns, vibrations and toxins. She noted that the Japanese system is above ground, not below ground like proposed in Maryland.

Mr. Henley stated that there are over 30 different agencies reviewing the project and he will send the slide.

Mr. Roberts stated concerns in reference to the efficiency of the train and noted that the use of concrete for the proposed project will have an impact on the economy.

Mayor Jordan asked about the timeline, next steps and final opportunity for City and community input.

Mr. Henley stated that they are in the alternative phase which will lead to Draft Environmental Impact Statement (DEIS) that determines the preferred alternative which will be in late fall. He noted Maryland Transit Authority (MTA) is running the process. Mr. Henley indicated there will be a series of public meetings along the corridor. He stated that the current schedule for record decision will be by December 2019.

Ms. Pope stated the MAGLEV train hasn't proven successful in two different countries. The project has been kept quiet and she has concerns about the nature of the project.

Council agreed that the City will gather questions and send them to BWRR. They indicated the questions and answers will be published on the City website.

The meeting ended at 9:15 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

DRAFT

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held Monday, April 23, 2018.

Mayor Pro Tem Davis called the meeting to order at 8:00 p.m.

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

STAFF PRESENT WERE: Nicole Ard, City Manager; Todd Pounds, City Solicitor and Bonita Anderson, City Clerk.

Mayor Pro Tem Davis asked for a moment of silence in honor of Greenbelt residents Ronald Ott, Sharon Ann Alfaro, and Judith Gonda.

CONSENT AGENDA – Ms. Davis requested that #15 Reappointment to Advisory Groups be removed from the consent agenda. It was moved by Mr. Putens and seconded by Ms. Pope that the consent agenda be approved as amended. The motion carried vote 5-0.

Council thereby took the following actions:

Minutes:

Legislative Dinner, February 27, 2018

Work Session, March 17, 2018

Approved as presented

Board of Appeals Resolution for Variance #18-005-V: Council approved the Board of Appeals Resolution for Variance.

Community Center – Greenbelt Arts Center Lease: Council approved the Greenbelt Community Center Lease Agreement.

Resignation from Advisory Group: Council accepted the resignation of Julia Sharapi from the Youth Advisory Committee.

APPROVAL OF AGENDA: It was moved by Mr. Byrd to add to the agenda “Request to send a Letter to the School Board as item #19. It was seconded by Mr. Roberts. The motion carried 5-0. It was moved by Mr. Putens and seconded by Mr. Byrd that the agenda be approved. The motion carried 5-0.

COMMITTEE REPORTS:

No committee reports

PRESENTATIONS:

Older Americans Month Proclamation: Mayor Pro Tem Davis presented a proclamation recognizing May as Older Americans Month to Dr. Liz Park, Director of Greenbelt Cares. Dr. Park accepted the proclamation on behalf of the Greenbelt Assistance in Living Program (GAIL), the Golden Age Club, the Senior Citizens Advisory Committee and all older Americans of the City.

Public Hearing: Mayor Pro Tem Davis read the agenda comments. She announced the meeting was recessed at 8:07 pm for the hearing.

Alex Barnes, Crescent Road addressed the City Council about implementing a cost of living adjustment (COLA) in the FY 2019 budget.

Molly Lester addressed the City Council about City resources for maintaining the Tugwell Collection. She also expressed her concerns about hiring an Economic Development Coordinator and that their first duty should be to host a community-based visioning session. Ms. Lester also expressed her concerns about the Animal Control Department's proposed relocation under the CARES Department.

Mayor Pro Tem Davis explained that the Council is concerned about the Tugwell Collection. There is a MOU in place and when it is time for funding, the City will find resources to maintain the collection. She further explained that the Council has not decided on the Economic Development Coordinator and the proposed relocation of the Animal Control Department.

The regular meeting reconvened at 8:20 pm.

PETITIONS AND REQUESTS:

Bill Orleans, resident, inquired about the status of his previous request about the general City policy regarding evictions at Green Ridge House. He also inquired about the responses from Baltimore Washington Rapid Rail (BWRR) being posted to the city website. Mr. Orleans also spoke on behalf of a former Greenbelt resident who suggested that the city varnish the wooden bus shelters to preserve the wood.

ADMINISTRATIVE REPORTS:

Ms. Ard introduced Dr. Park to explain how the CARES Department operates and handles the homelessness issue within the city. Dr. Park introduced Rayann Pope, Department of Social Services (DDS), to provide an overview to the City Council on the outreach Prince George's County offers for mental health issues and homelessness in the County. Ms. Davis asked Ms. Ard and Mr. Pounds to contact Maryland Municipal League (MML) to gather more information about implementing an Anti-Camping Ordinance for the city. The DSS representative indicated that the County has small drop-in centers operated by faith-based communities. Dr. Park will plan a community meeting to address this issue.

Ms. Pope inquired about the Anti-Harassment Training offered by LGIT for all employees. She suggested that all City employees should attend. Ms. Ard mentioned that the training was offered in person and is available online. Mr. Putens inquired about the number of employees who had attended the training. He stated that all staff should attend the training. Mr. Byrd indicated that the training should be mandatory and implemented in the revised Anti-Harassment Policy. He also expressed his concern about the delay in response from Mr. Henley of BWRR to questions that the residents had about the proposed MAGLEV project.

LEGISLATION

None

OTHER BUSINESS

Violent Crime Reduction Plan: Mr. Byrd moved that Council direct the City Manager to have the Police Chief produce in writing a violence reduction, prevention and public safety strategic plan by or before May 23rd, 2018. There was no second.

Reappointment to Advisory Group: It was moved by Ms. Davis to reappointed Marc Siegel to PRAB, Jon Gardner to ACE, Robert B. Trumbule to ACT and to appoint Shamar Higgs to AAB, LEEAN Irwin to FPAB, Kristen Weaver to PRAB and Arsalan Siddiqui to YAC. It was seconded by Ms. Pope. The motion carried 5-0.

Council Activities:

Ms. Davis reported the following:

- Lunch with Municipal Leaders and Senator Ben Cardin (Mayor Jordan, Ms. Davis and Mr. Byrd)
- Listening and Input Session, Future Museum Design Plan (Mayor Jordan and Ms. Davis)
- Maker Fair, Roosevelt Center (Ms. Davis)
- Anti-Harassment Presentation for City Employees (Ms. Davis and Mr. Byrd)
- MML Legislative Committee, Annapolis (Mayor Jordan and Ms. Davis)
- Golden Age Club 61st Annual Luncheon (Ms. Davis, Mr. Putens and Mr. Byrd)
- Prince George's County Municipal Association meeting, District Heights (Ms. Davis)
- Retirement Party for Lt. Robert Lauer (Ms. Davis and Mr. Byrd)
- Art and Music Performances by Eleanor Roosevelt Senior High School students, New Deal Café and Roosevelt Center (Ms. Davis)
- Presentation of the film Angst, Greenbelt Theatre (Ms. Davis)
- Dedication of Storm Water Management project at 20 Ct. Ridge, GHI (Mayor Jordan, Ms. Davis, Mr. Putens and Mr. Byrd)

Mr. Robert expressed his gratitude to the Council for submission of the letter to the transportation board. The letter was discussed at the meeting he attended.

Ms. Pope reported her attendance at the opening ceremony for the Little League Baseball along with Mayor Jordan.

Council Reports: Council reported on meetings and conferences recently attended.

Federal funding (funding that was cut by Trump and added by Congress)

Letter to the Board of Education: Mr. Byrd moved that the Council send a letter to the Board of Education to confirm if the hidden camera was within the boundaries of the city. It was seconded by Mr. Roberts. Mr. Byrd expressed his concern on the issue. Mr. Putens moved to call the question for the original motion by Mr. Byrd. It was seconded by Ms. Pope. The motion carried 3-

2. Discussion closed. Mayor Pro Tem Davis stated that the Council will vote on Mr. Byrd's motion to send a letter to the Prince George's County School Board asking if the camera in question was in a Greenbelt school boundary. The motion failed 2-2-1.

MEETINGS: Council reviewed the meeting schedule.

Ms. Davis moved that Council schedule a Closed Session on Wednesday, May 16, 2018, immediately following the conclusion of the 7:30 pm Green Ridge House Work Session, in the library of the Municipal Building. Council will hold this closed meeting in accordance with the General Provisions Article 3-305(b)(1) of the Annotated Code of the Public General Laws of Maryland to meet with the City Manager.

Ms. Pope seconded.

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

ADJOURNMENT: A motion to adjourn the meeting was made by Mr. Putens and seconded by Ms. Pope. The motion carried 5-0. The Mayor adjourned the regular meeting of April 23rd, 2018, at 9:25 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 April 23rd, 2018.

Judith F. Davis
Mayor Pro Tem

BUDGET WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, May 16, 2018 for the purpose of reviewing the Green Ridge House section of the Proposed FY 2019 Budget.

Mayor Jordan started the meeting at 7:30 p.m. It was held in the Dining Room at Green Ridge House, 22 Ridge Road.

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

STAFF PRESENT WERE: Nicole Ard, City Manager; Jeff Williams, City Treasurer; Joyce-Marrel Kolenky, Green Ridge House Service Coordinator; Christal Batey, Community Resource Advocate, and Bonita Anderson, City Clerk.

ALSO PRESENT WERE: Steve Seh, Kim Potts and Patty Ramsburg of Community Realty Company.

Council reviewed the Green Ridge House section of the budget and Mayor Jordan read the accomplishments for FY 2018.

Ms. Pope asked why there was a delay in getting the Zipcar program back at Green Ridge House. Ms. Potts advised that Zipcar wanted a guarantee of 80% usage of the vehicle and the City couldn't guarantee that high usage. Mr. Roberts asked if the program was brought back, could anyone make reservations to use the vehicle. Ms. Potts stated anyone can use the vehicle.

A resident stated that it's easier to use Uber or Lyft. There was a brief discussion on the fare and how easy it was to use the services.

In response to a question that was emailed by Ms. Davis, Mr. Seh explained that after the mortgage is paid off, the monies that were dedicated to the mortgage for Green Ridge House will be transferred to the Green Ridge House account at the Maryland Local Government Investment Pool. Mr. Putens advised that the money be placed in reserves and used towards the maintenance of Green Ridge House.

A resident asked if a traffic camera could be installed at the Green Ridge traffic light because cars do not stop there and the traffic light is not working. Ms. Potts advised that Public Works is looking into this matter.

Mr. Putens asked how many windows can be replaced for \$10,000. Ms. Potts answered about 15 windows were replaced, which are double-sided custom cut windows.

Mr. Seh and Ms. Potts then reviewed the proposed capital expenses planned for FY 2018 including replacement windows as needed, elevator upgrades, and various common area renovations.

Ms. Pope stated the computer services went down for FY 18. Mr. Seh advised certain items were classified as computer services, i.e. software and upgrades.

Ms. Pope asked Ms. Potts about the last inspection Green Ridge House had with Real Estate Assessment Center. Ms. Potts explained that since Green Ridge House failed the last inspection, Green Ridge House can be re-inspected every six months.

Mr. Putens asked Ms. Potts what can the City do about the situation. Ms. Potts and residents provided an overview of the inspection and removal of furniture. Ms. Potts noted concerns regarding the inspector. Ms. Potts shared that she received a complaint that had been filed with the reviewing agency. Ms. Ard advised a second inspection was performed by a third party and Green Ridge House passed.

Mr. Orleans asked and was provided answers to several questions.

Council thanked everyone for attending.

The meeting ended at 9:00 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, August 1, 2018, to discuss the Golden Triangle Vacant Parcel – Proposed Zoning Text Amendment to allow a Gas Station with Convenience Store.

Mayor Jordan started the meeting at 8:02 p.m. The meeting was held in room 201 of the Greenbelt Community Center, 15 Crescent Road.

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

STAFF PRESENT WERE: Nicole Ard, City Manager; Terri Hruby, Director of Planning and Community Development; and Shaniya Lashley-Mullen, Administrative Assistant.

ALSO PRESENT WERE: Norman Rivera, Attorney at Law; Jeff Bainbridge, Royal Farms; Richard Alter and Sam Neuberger, Manekin LLC.; Jim Giese, Greenbelt News Review; Bill Duncan, Friends of Still Creek; Brian Gibbons, Advisory Planning Board (APB); Michael Hartman; and Bill Orleans.

Mayor Jordan stated that they had a similar proposal come before a City Council Work Session and the Advisory Planning Board (APB) about two months ago. Mr. Rivera answered Mayor Jordan's question and provided an overview of the project and parties involved. Manekin LLC is a contract purchaser of the property which is currently owned by Capitol Cadillac. Mr. Alter gave an overview of the Manekin LLC project portfolio. Mr. Bainbridge gave an overview of Royal Farms' model and business profile.

Mr. Bainbridge answered Mr. Roberts's question, stating that he wasn't aware that this property is in the path of a proposed Beltway widening. He also stated that it shouldn't have an impact on building a Royal Farms at that location.

Ms. Hruby gave a brief synopsis of the proposal. She stated that they are looking forward to seeing how many mixed uses can coexist together. The gas station isn't adjacent to residential property but to a car dealership and a highway. Ms. Hruby advised that Manekin LLC is willing to enter into a covenant with the City. That will give the City an opportunity to have very strong input with the approval of the detailed site planning, storm water management, architecture and signage. Ms. Hruby stated that her one main concern was the impact on traffic, which can be handled in the covenant.

Mr. Gibbons explained the report that the Advisory Planning Board (APB) recommended to Council.

Mr. Bainbridge answered Mayor Jordan's question by stating that Royal Farms implement Leadership in Energy and Environmental Design (LEED) certified criteria but don't go after the award. Mr. Bainbridge explained that Royal Farms uses water saving devices, LED lights, recycle the shortening that they use for cooking, and various other items. Mr. Alter stated that single occupancy buildings, like the urgent care, are harder to be LEED certified.

Mr. Alter answered Mayor Jordan's question, stating it was market place need and lack of urgent care in the area. Mr. Alter answered Ms. Pope's question stating that there isn't a

specific health care group or provider for the urgent care location just yet. Mr. Roberts and Mr. Putens both expressed their concerns about the urgent care and they both expressed concerns in reference to traffic issues.

There was a discussion in reference to the responses to comments submitted by APB and Mr. Rivera on behalf of Manekin LLC and Royal Farms.

- Ms. Hruby stated that there are some concerns of having a rear facing building on Greenbelt Road.*
- Mayor Jordan asked how far the setback will be from Greenbelt Road and the parking lot. Mr. Rivera stated that it will be 131 feet from the curb to the front of the canopy. Mr. Bainbridge stated that was about a 20-foot change from the original plan.*
- Ms. Mach asked Royal Farms if they would remove snow from the sideway on Greenbelt Road. Mr. Bainbridge answered that it's not on their property, but they would try and be a good neighbor.*
- There was a discussion on placement of the Royal Farm, convenience store, gas pumps and the urgent care.*

Mr. Bainbridge answered Mayor Jordan's question stating that the market demands for electric charging station would determine if they will get them.

Mr. Byrd asked how the developers settled on the concept of an urgent care at this location. Mr. Alter stated that he was under the impression that a convenience store and urgent care were an attractive entity for neighborhood uses. Mr. Neuberger stated that the marketing study indicated this as a need of the community.

Mr. Bainbridge answered Mr. Byrd's question stating that their first Royal Farms was in College Park but has since closed. A Royal Farms at the National Harbor is under construction and they just closed a deal for another Royal Farms on Pennsylvania Avenue.

Mr. Bainbridge answered Ms. Mach's question stating that the store will not serve any alcohol.

Mayor Jordan asked about the storm water drainage. Mr. Neuberger stated that it will flow towards Greenbelt Road and will be collected in a micro-bio retention pond.

There was a discussion on signage and signage placement.

Mr. Putens asked if Royal Farms will provide pedestrian/bike access. Mr. Neuberger stated that Royal Farms would continue the sidewalk on Capital Drive to the island to separate traffic. Mayor Jordan asked if the walkway for pedestrians would be striped and marked. Mr. Bainbridge stated they are working on that.

Ms. Hruby answered Mayor Jordan on behalf of the APB comments, stating that the architecture should look like, or borrow some, features that make historic Greenbelt so unique and also incorporate its surroundings as well. Mr. Neuberger stated that there wasn't any flexibility or very limited with Royal Farms, because they have their own template. Mr. Neuberger also stated that there are some elements within the urgent care design footprint that can be looked into.

Mayor Jordan asked if the proposal could go forward without the urgent care. Mr. Alter answered yes. They currently don't have an urgent care provider and it's not fully designed. Mr. Neuberger stated that they can collaborate with Royal Farms and block out section(s) for future development sites. Mr. Putens asked if the urgent care doesn't go in there, would they rethink the design of the gas pumps giving more buffers for parking. Mr. Bainbridge stated they will look at options.

Mr. Bainbridge answered Ms. Pope's question stating that there are two tanks 12 feet underground. He also stated they are designed to be driven over.

Mr. Bainbridge answered Mayor Jordan's question stating that Royal Farms will prepare a lighting plan that is approved by Prince George's County. It will be well lit for safety purposes and will use LED and directional lighting so it wouldn't go off site.

There was discussion on highlighting and preserving Tooping Castle landmarks.

Ms. Mach asked if Royal Farms was considering placing picnic areas in the newly reclaimed gravel area. Ms. Pope asked if there will be a place to walk dogs or have a doggie station.

Ms. Hruby explained APB comments on providing language that limits development on the site to the Royal Farms store model versus other gas station models. Mr. Alter stated that this is an interesting concept and needs further discussion.

Mr. Orleans expressed that the City of Greenbelt doesn't need another gas station and that the marketing study should be available to Council.

Mr. Bainbridge answered Mr. Hartman's question stating that their most successful stores have 75 parking spaces. He stated that some larger trucks take up more than one space and some customers eat their lunches in cars.

Ms. Hruby answered Mr. Hartman's question stating that the total development of Golden Triangle has a cap for the number of trips they can achieve that they are accountable for. When Royal Farms filed their detail plans, they had to show the trips that had been approved to date and show a schedule of what they will generate. Royal Farms will have to be at or below the cap that was set. Any development that comes after the Golden Triangle approval plan has accounted those trips in their background trips.

Ms. Hruby answered Mr. Hartman's question stating that she has been in touch with Dr. Robles and it is currently too premature to bring the proposed plan to the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES). Ms. Hruby also stated that when a concept plan is developed, Green ACES will be included in the discussion with APB.

Mayor Jordan asked what was Royal Farms' practice with zero waste, recycling and composting. Mr. Bainbridge answered Royal Farms stores are built to LEED standards.

Mr. Alter answered Mr. Hartman's question advising that solar panels haven't been efficient in the commercial world, yet.

Mayor Jordan asked Ms. Hruby what would be the next steps moving forward in the proposal

process. Ms. Hruby replied that there is a zoning bill public hearing in early September.

Information Items – several information items were discussed.

The meeting ended at 10:00 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Administrative Assistant*

DRAFT

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held Monday, May 14, 2018.

Mayor Jordan called the meeting to order at 8:02 p.m.

PRESENT WERE: Councilmembers Judith F. Davis, Colin A. Byrd, Leta M. Mach, Silke I. Pope, Rodney M. Roberts and Mayor Emmett V. Jordan. Councilmember Edward V. J. Putens arrived at 8:04 pm.

STAFF PRESENT WERE: Nicole Ard, City Manager; David E. Moran, Assistant City Manager; Todd Pounds, City Solicitor; Acting Chief Kemp; Capt. Gordon Pracht; Brian Townsend, Public Works Department and Bonita Anderson, City Clerk.

Mayor Jordan asked for a moment of silence in honor of Greenbelt residents Ruth McElroy, Jeanne Kasko Hardy, Patrick Hardy, Elizabeth Hawkins, My Huong Nguyen, Kelly Ivy; former residents Juanita Derry and Katherine Akers, and Kevin Kamenetz, Baltimore County Executive.

Mr. Byrd then led the pledge of allegiance to the flag.

CONSENT AGENDA – Ms. Davis requested that the minutes from 10/9/17 be removed and Ms. Mach requested that the minutes from 11/27/17 be removed. It was moved by Mr. Putens and seconded by Ms. Pope that the consent agenda be approved. Motion carried 7-0.

Council thereby took the following actions:

Minutes:

Regular Meeting, September 11, 2017

Regular Meeting, October 23, 2017

Approved as presented

Reappointment to Advisory Group: Council appointed Lola Skolnik to a new term on the Park and Recreation Advisory Board.

Committee Reports:

Parks and Recreation Advisory Board, Report # 18-1 (Mosquito Spraying Program – Recommendations): Council accepted this report.

APPROVAL OF AGENDA: It was moved by Mr. Byrd to add #17 Letters to County on MAGLEV drilling in Windsor Green and seconded by Mr. Roberts. It was moved by Mr. Byrd and seconded by Ms. Pope to approve the agenda as amended. The motion carried 7-0.

PRESENTATIONS:

Memorial Day Poppy Presentation: Mayor Jordan announced that the American Legion Post 136 will hold its commemoration of Memorial Day on May 28, in honor of those who have died in

combat while serving in the armed forces. Members of the American Legion Post 136 Auxiliary explained the history of the Memorial Day poppy symbol and presented poppies to Council and the audience.

Oath of Office – New Greenbelt Police Officer: Acting Chief Tom Kemp introduced Michael W. Thomas, Jr., Greenbelt's newest Police Officer. Mayor Jordan administered the oath of office to Mr. Thomas. Council welcomed the new police officer.

Legislative Wrap-Up – 22nd District Delegation: Delegates Tawanna Gaines and Anne Healey provided an update on the 2018 General Assembly Session. State Senator Paul Pinsky and Delegate Alonzo Washington were unable to attend the meeting. Mayor Jordan mentioned that 2018 was a very busy year for the delegation, that there were more than 3,000 bills introduced. Del. Gaines stated that she is on the Environment Chair Committee, along with the Budget Committee. She stated that there is a need for an Ombudsman Officer for the implementation of the Purple Line.

Del. Gaines provided a status update about the reinstatement of the Highway User Revenue (HUR) funds. She suggested some stability with providing a one-time grant funding for a five-year plan. The City has been keeping track over the past nine years of lost funding that is about a half million. Del. Gaines also mentioned the approval of funding from the Capital budget in the amount of \$100,000 for the City.

Del. Healey is on the Policy Committee for the Environment and Transportation and she is also the Chair of the Subcommittee of Local Governments. She stated that the committee will recommend an overhaul of the education funding formulas. She also stated that funding has been identified. On the November elections ballot there will be a constitutional amendment called the "Lockbox" that will guarantee casino funds to go towards education.

Bicycle Month Proclamation: Mayor Jordan presented a proclamation designating May 10th as Bike-to-Work Day. The City Council designated May as Bicycle Month. Laurie and Jeff Lemieux of Proteus Bicycles in College Park, Maryland, attended the meeting to receive the proclamation to mark the event along with other cyclists. DiQuyen Reno at the Community Center organized a bike pit stop. Ms. Lemieux mentioned that Proteus hosts a bike ride and she also mentioned the upcoming events. It was also mentioned that GHI has a bicycle task force that meets every third Wednesday of the month.

Kids to Parks Day Proclamation: Mayor Jordan issued a proclamation recognizing the eighth "Kids to Parks Day" to be held on May 19, 2018. Frank Jones, Recreation Coordinator, received the proclamation and provided an update on the events planned for Kids to Parks Day in the City.

Infrastructure Week Proclamation: Mayor Jordan issued a proclamation recognizing May 14-21, 2018, as annual National Infrastructure Week. Brian Townsend, Assistant Director of Public Works, received the proclamation. Mayor Jordan mentioned the National League of Cities participation in National Infrastructure Week as an advocate

Public Works Week Proclamation: Mayor Jordan issued a proclamation recognizing National Public Works Week on May 20-26. Brian Townsend, Assistant Director of Public Works, received the proclamation and spoke about the Public Works Events/Open House scheduled for May 20th.

Police Officers Proclamation: Mayor Jordan issued a proclamation recognizing National Police Week on May 13-19. Acting Chief Kemp received the proclamation on behalf of the Police Department and spoke about upcoming events and his visitation of the memorial in honor of all fallen officers. He also mentioned the Police survivors support group/workshops to assist with grieving for their loss.

PETITIONS AND REQUESTS:

Susan Stewart, Greenbelt resident, requested on behalf of Lore Rosenthal, Greenbelt Climate Action Network, that the City support CB-4-2018 titled Public Campaign Financing. GCAN requested that Council draft a letter to Council Member Todd Turner. She petitioned Council about this matter on June 5, 2017, and it now appears a bill has been drafted. Ms. Rosenthal has also requested that Council consider this item at the Regular Meeting on June 4.

George Boyce, Greenbelt resident, requested that the Council direct the City Manager to suspend enforcement of code 3-37(c)(2) which allows the City to impound "Any animal determined to be a vicious or dangerous animal." He read his email request to the Council.

Justin Baker, 6 Lakeside Drive, a concerned Greenbelt citizen, stated his concern about loitering and camping in Greenbelt. He requested that the City Council take action on the issue.

ADMINISTRATIVE REPORTS:

Ms. Ard mentioned that there had been damages to the theater marquee by a film maker, who will have the damages repaired. She also stated that applications are due June 21st for the Police Chief position. Ms. Ard stated that the Anti-Harassment training was well attended by most of the City staff in person and online. She also mentioned the upgrade to the City Council Chamber audio and visual equipment.

Mr. Byrd inquired about the status of the annual police report. Ms. Ard replied that it is still under review. He also asked about an email request from Stephen Wolf about a stick pick issue and the staff context on the issue. An understanding of the issue that needs to be addressed. Mr. Byrd also inquired about the status of the Complete Street policy and the audio issue.

Ms. Davis congratulated the Greenbelt Elementary School as a certified green school in Prince George's County. She also expressed her gratitude to Ms. Ard on providing the historic Baltimore Washington Parkway study and letter with Mr. Moran, Ms. Hruby and Ms. McHale participation in the letter. She also stated that the Old Greenbelt Theatre would be showing a free movie event about the DC Divas.

Ms. Ard also provided an update on projects within the City which consist of the Ridge Road re-pavement, the Community Center playground, the food truck hub pavilion and the hotel in Greenway Shopping Center.

Mayor Jordan inquired about the digging at the Roosevelt Center by WSSC. Ms. Ard provided a status update of the leak.

LEGISLATION: None

OTHER BUSINESS

Letter Supporting a County Center for Independent Living: Agenda comments were read by Mayor Jordan. Reverend Ray Raysor requested that the City provide a letter of support for a Center for Independent Living in Prince George's County. Reverend Raysor is a member of the Prince George's Commission for Individuals with Disabilities and the City's Community Relations Advisory Board. It is recommended Council approve the Letter. It was moved by Ms. Davis and seconded by Ms. Mach to provide a letter of support for a County Center for Independent Living; all were in favor. Motion carried.

Letter Opposing HUD's Rent-Tripling Proposal: Agenda comments were read by Mayor Jordan. It was moved by Mr. Byrd and seconded by Mr. Roberts. There was discussion. Vote 2-5 motion failed. It was moved by Ms. Davis to hold the idea to send the letter until legislation is forthcoming, seconded by Ms. Mach. Vote 5-2 (Byrd, Roberts) carried.

City Police Interaction with Federal Immigration Authorities Policy: Agenda comments were read by Mayor Jordan. It was moved by Mr. Byrd and seconded by Mr. Roberts to direct the City Manager to produce and publish a City Police Interaction with Federal Immigration Authorities policy. Brett Fishburn, Greenbelt resident, commented on the motion. Ms. Davis asked Acting Chief Kemp about the policy the Police Department currently practices. He commented on the procedures the department follows and acts on. Ms. Pope and Mr. Putens gave their feedback to the Acting Chief. Mayor Jordan is opposed to publishing such policy. Mr. Roberts is for publishing the policy; he would like for the City to be open and honest. Ms. Davis asked for clarification on the request if it is a directive or policy. That would be a modification to the policy per Acting Chief, which is not notifying the judicial warrant agency. Mr. Byrd stated that he is seeking an ordinance on this matter, to provide more assurances. Mayor Jordan stated that the City is better off with the current practices. Ms. Mach interested in more information on this matter. Mr. Orleans, Greenbelt resident, asked for computer check status and threshold. Acting Chief Kemp stated that standard warrant checks are not an ICE check. Ms. Davis asked is it a federal law, do the police have to ask and do they enforce it. Currently the policy will allow this action. Michael Hartman, 2 Garden Parkway, asked how the information would be conveyed to the people. Mr. Byrd summarized his request.

Council Activities:

Ms. Mach –

- National Cooperative Hall of Fame Issues Forum at the Press Club
- News Review Celebration for Marylou Williamson
- National Cooperative Business Association

Ms. Davis –

- Bill signing for the MML HUR Legislation, State House, Annapolis (Ms. Davis)
- Central Maryland Transportation and Mobility Commission, Hearing on Proposed Fare Changes (Ms. Davis)
- MWCOC Pension Plan Administrative Committee conference call (Ms. Davis)
- Four Cities Meeting, New Carrollton (Ms. Davis, Ms. Mach, Mr. Putens and Mr. Roberts)
- 34th Annual Research Practicum Luncheon and Symposium, ERHS (Ms. Davis)
- Cookies at the Bridge (Ms. Davis)
- Earth Day Trifecta – Tree planting, Buddy Attick Park (Mayor Jordan, Ms. Davis, Mr. Putens, Ms. Pope and Ms. Mach)
- Shredding, Electronic Recycling (Ms. Davis)
- Delegate Alonzo Washington's Town Talk, New Deal Café (Mayor Jordan, Ms. Davis and Mr. Byrd)
- Berwyn Heights Day Pancake Breakfast (Mayor Jordan and Ms. Davis)
- Greenbelt News Review Archives Fundraiser, Greenbelt Marriott (Mayor Jordan, Ms. Davis, Mr. Putens, Ms. Mach and Mr. Byrd)
- John Henry Jones's 90th Birthday Party (Ms. Davis)
- GHI Annual Meeting (Ms. Davis and Mr. Roberts)
- Green Man Festival, Roosevelt Center (Mayor Jordan, Ms. Davis, Ms. Mach, Ms. Pope and Mr. Putens)
- Opening Day, Greenbelt Farmers Market (Mayor Jordan, Ms. Davis and Ms. Mach)
- Tour for GSA officials (Mayor Jordan, Ms. Davis and Ms. Mach)
- Greenbelt Elementary Spring Fair and Dedication of Mosaic (Mayor Jordan, Ms. Davis and Mr. Putens)

Mayor Jordan –

- Rally at the library Mom's against gun violence
- Arthritis Foundation at ERHS along with GB Cares, Aging
- Town of Berwyn Heights parade
- COG Homeless

Council Reports: None

Letters to County on MAGLEV drilling in Windsor Green: Mr. Byrd read background information about the stop work order that was issued on April 26, 2018, in reference to unauthorized drilling/boring on Windsor Green property. A City right away permit was not obtained. It was moved that the City Council send a letter to County Councilman Todd Turner, DPIE, and County Executive Rushern Baker requesting 1) all information on the County's correspondence, if any, with BWRR about permitting, drilling, or boring related to the April 26, 2018, incident or the MAGLEV in general and 2) immediate notice to the City of any related permitting or county action regarding the MAGLEV. The motion was seconded by Mr. Roberts. There was additional discussion. Ms. Mach called the question to send the letter. The motion failed. City Manager Ard will contact the County for information in reference to this issue and will provide the Council with a follow-up.

MEETINGS: Council reviewed the meeting schedule.

ADJOURNMENT: A motion to adjourn the meeting was made by Ms. Mach and seconded by Mr. Putens. The motion carried 7-0. The Mayor adjourned the regular meeting of May 14th, 2018, at 11:48 pm

Respectfully submitted,

Bonita Anderson
City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the regular meeting of the City Council of Greenbelt, Maryland, held May 14th, 2018.

Emmett V. Jordan
Mayor

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, August 22, 2018, for the purpose of interviewing candidates for City Advisory Groups.

The meeting began at 7:43 p.m. It was held in Room 201 of the Community Center.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis and Mayor Emmett V. Jordon. Councilmember Rodney M. Roberts arrived at 7:53 pm. Councilmembers Leta M. Mach, Silke I. Pope and Edward V. J. Putens were absent.

STAFF PRESENT: Shaniya Lashley-Mullen, Administrative Assistant.

Isiah Horton was interviewed for appointment to the Employee Relations Board and Ethics Commission.

The meeting was adjourned at 7:53 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Administrative Assistant*

WORK SESSION OF THE GREENBELT CITY COUNCIL was held Wednesday, August 22, 2018, to discuss the Wave Cannabis Medical Dispensary.

Mayor Jordan started the meeting at 8:03 p.m. The meeting was held in room 201 of the Greenbelt Community Center, 15 Crescent Road.

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

STAFF PRESENT WERE: David Moran, Assistant City Manager; Acting Chief Thomas Kemp, Police Department; and Shaniya Lashley-Mullen, Administrative Assistant.

ALSO PRESENT WERE: Darryl Smith, Dorothy Smith, Chris Opilla, Tim Cook, Scott Williams, Wave Cannabis; Diane Oberg, Greenbelt News Review; Elizabeth Gaines, Bill Orleans and others.

Mayor Jordan stated that he wanted to keep the lines of communications open and had a lot of questions. Mr. Cook said that this was going to be the company's first and only dispensary. Mr. Cook also stated that the permit application was submitted about three weeks ago and has completed all of the structural and building reviews. On Friday, August 24th, Mr. Cook had a meeting set-up with Maryland Parks and Planning Commission Attorneys to view the setback as it pertains to their property line. After the meeting on the 24th of August, Mr. Cook stated that there would be a determination made by Prince George's County on issuing the building permits.

Mr. Cook answered Mayor Jordan's question. He stated that normal construction would start in 90 days but he wanted to expedite that as much as possible. Mr. Cook said they can access the location on September 1st. Ms. Davis asked if construction will start in December. Mr. Williams's reply was around late November. Mr. Cook stated their goal was before the end of the year.

Mayor Jordan asked if there were any additional permits or certifications needed from the City of Greenbelt. Mr. Moran stated no, not for a project of this nature. Mr. Cook asked if Wave Cannabis Medical Dispensary will need a Greenbelt Business License. Mr. Moran referred Mr. Cook to the Planning Community Development.

Mr. Cook answered Mayor Jordan's question advising the company only holds a dispensary license, but would like to apply for a cultivating license. Mr. Cook also stated they have a 5 year lease at 7327 Hanover Parkway. Mr. Cook said they would have a staff of 5-10 people on site and would be doing anywhere between 25-90 transactions per day. Mr. Williams stated that there would be a general manager, store manager, assistant store manager and a patient consultant. Mayor Jordan asked would there be a pharmacist on site. Mr. Williams replied that it's not required to have a pharmacist on staff, but will look into having a health provider on site. It's important for Wave Cannabis Medical Dispensary to make sure the medical amount is being properly dispensed.

There was a brief discussion on the different forms of payment that the dispensary would accept.

Mr. Cook answered Ms. Davis's question by stating that security will follow the state regulations, which requires that the dispensary has a security guard on site while open. There will also be CATV cameras throughout the facility that are monitoring all the entrances. All door interior and exterior doors will have key fobs and finger printing access that information will be captured and recorded. The cash and product are stored in a vault. Mr. Cook also stated that they are willing to work with the police department to enhance their patrol. Ms. Davis referred Mr. Cook to Mr. George Matthews.

Mr. Opilla answered Mayor Jordan's question stating that a patient had to be 21 or older. The patient would have to first register online, get a recommendation from one of the doctors that is listed on the state provider website and then pay a fee to get their card. Once the patient is registered, they get their prescription filled at the dispensary.

Mr. Putens asked who was inspecting the product, how often will they inspect it and how does the dispensary go about disposing of the product. Mr. Cook stated that the Maryland Medical Cannabis Commission does a complete check of the facility before the license is given. After that, they perform random checks. Mr. Cook said that all parts of the plant have a bar code on them and it is tracked through a system called Metric.

Mr. Putens questioned if any of the investors had any pharmaceutical background or training. Mr. Cook stated no. They are going to hire a compliance officer with qualifications of Natures, an Arizona business, and work within their business system.

Mr. Cook answered Mr. Roberts's question, stating everything is grown in Maryland and that means more job opportunities. Mr. Cook also stated that the state doesn't regulate pricing of the products.

Mr. Roberts asked what will happen to the dispensary if the State of Maryland legalized marijuana. Mr. Cook stated that they will continue to operate as a medical dispensary. It is not designed for recreational usage and patients are not allowed to use cannabis at the dispensary.

Mr. Cook answered Mr. Byrd's question by stating that there was a number of factors that drew the company to Greenbelt. Among these are access to main travel routes, the zoning regulation for Prince George's County, and that it seems to be a nice area. The lessons that Wave Cannabis had learned are professionalism, business integrity and holistic health.

Mayor Jordan asked what the terms of marketing were. Mr. Cook stated that the company's focus is digital marketing and relationship building with doctors and local providers. He also stated that they were going to have booklets or pamphlets.

There was a discussion on the layout of the dispensary.

Mr. Putens wanted an explanation on why the dispensary couldn't take credit card payments. Mr. Cook explained that the dispensary can only take cash because of Federal laws. Mr. Cook also stated that the dispensary would have specials and reduced prices for certain patients.

Acting Chief Kemp said that every police officer this spring, during their in-service training, will receive instructions on medical marijuana.

There was a brief discussion on alarm systems.

Mr. Cook answered Ms. Davis's question by stating that the dispensary would start a home delivery service in the future. Mr. Cook explained that every delivery will have a patient manifest that is attached to it that is coded to the product. The vehicles will be state regulated and can be tracked through the dispatcher.

Information Items – several information items were discussed.

The meeting ended at 10:09 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Administrative Assistant*

DRAFT

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department:

Item Type: COMMUNICATIONS

Agenda Section: * Committee Reports

Subject:

- Arts Advisory Board Report #19-1, (Recommendation for a City of Greenbelt Public Arts Policy)

Suggested Action:

It is recommended Council accept this report and consider it on this agenda. (BA)

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: COMMUNICATIONS

Agenda Section: * Committee Reports

Subject:

- Forest Preserve Advisory Board Report #2018-04, (Revisions to City Code Chapter 12 Articles VIII and IX

Suggested Action:

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: LEGISLATION

Agenda Section: III. LEGISLATION

Subject:

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

Suggested Action:

- 1st Reading

Reference:

Ordinance

The City agreed to provide up to \$8.4 Million in public improvement financing for Greenbelt Station Parkway (aka the Connector Road) via the annexation agreement executed in 2006. The developers of Greenbelt Station have completed a substantial portion of the roadway and are seeking reimbursement for such costs and the costs to complete the roadway per the agreement. This financing has been referred to as the Greenbelt Station Tax Increment Financing (TIF). In 2014, the Council adopted Resolution 2018 which created the Greenbelt Station Development District and Greenbelt Station Special Tax District.

Included in Council's packet is an ordinance to authorize and empower the City to issue up to \$8,000,000.00 of its Special Obligation Bonds for public improvements in connection with the proposed Development District Property and the Special Taxing District Property [and that the economy of the City will benefit from the development of such property.] This ordinance lists a maximum potential borrowing amount and maximum potential interest rate. The actual amount borrowed (currently estimated at \$7.2 million) may be lower and the interest rate will be determined at the time the City actually borrows the funds.

The ordinance has been prepared by John Stalford of Miles & Stockbridge, the City's Bond Counsel and reviewed by Todd Pounds, City Solicitor.

Staff recommends Council hold a public hearing on this Ordinance on October 22. This public hearing is required prior to the adoption of this Ordinance and a hearing notice must be published in a newspaper of general circulation in the City not less than 10 days before such hearing.

It is recommended that Council introduce the ordinance for first reading and schedule the public hearing for October 22. (DEM/BA)

Attachments:

[Ordinance.pdf](#)

Introduced:
1st Reading: October 8, 2018
Passed:
Posted:
Effective:

ORDINANCE NUMBER

AN ORDINANCE AUTHORIZING AND EMPOWERING THE CITY OF GREENBELT, MARYLAND (THE "CITY") TO ISSUE UP TO \$8,000,000.00 OF ITS SPECIAL OBLIGATION BONDS AT A MAXIMUM INTEREST RATE NOT TO EXCEED 8% PER ANNUM IN ORDER TO FINANCE OR REIMBURSE THE COST OF CERTAIN PUBLIC IMPROVEMENTS RELATING TO THE DEVELOPMENT DISTRICT KNOWN AS THE GREENBELT STATION DEVELOPMENT DISTRICT AND THE SPECIAL TAXING DISTRICT KNOWN AS THE GREENBELT STATION SPECIAL TAXING DISTRICT AND OTHER COSTS PERMITTED UNDER THE ACTS (AS IDENTIFIED HEREIN); PROVIDING THAT SUCH BONDS AND THE INTEREST THEREON SHALL NEVER CONSTITUTE A GENERAL OBLIGATION OF THE CITY OR A PLEDGE OF ITS FULL FAITH AND CREDIT; PROVIDING FOR THE FURTHER SPECIFICATION, PRESCRIPTION, DETERMINATION, PROVISION FOR OR APPROVAL OF VARIOUS OTHER MATTERS, DETAILS, DOCUMENTS AND PROCEDURES IN CONNECTION WITH THE AUTHORIZATION, ISSUANCE, SECURITY, SALE AND PAYMENT FOR ANY SUCH BONDS; MAKING CERTAIN LEGISLATIVE FINDINGS; AND GENERALLY PROVIDING FOR THE LEVY, IMPOSITION, COLLECTION AND APPLICATION OF SUCH SPECIAL TAX AND THE ISSUANCE OF SPECIAL OBLIGATION BONDS IN ACCORDANCE WITH THE ACTS IDENTIFIED HEREIN.

Sections 12-201 et seq. of the Economic Development Article of the Annotated Code of Maryland (as amended from time to time, the "Tax Increment Financing Act") authorize the Mayor and City Council of the City of Greenbelt, Maryland (the "City") to establish a "development district" (as such term is used in the Tax Increment Financing Act) and a "special fund" (as such term is used in the Tax Increment Financing Act) into which the "tax increment" (as such term is used in the Tax Increment Financing Act) of properties located in such development district is deposited, and to issue bonds, the proceeds of which may be used only (1) to buy, lease, condemn, or otherwise acquire property, or an interest in property: (i) in the development district or a sustainable community; or (ii) needed for a right-of-way or other easement to or from the development district or a sustainable community; (2) for site removal; (3) for surveys and studies; (4) to relocate businesses or residents; (5) to install utilities, construct parks and playgrounds, and for other needed improvements including: (i) roads to, from, or in the development district; (ii) parking; and (iii) lighting; (6) to construct or rehabilitate buildings for a governmental purpose or use; (7) for reserves or capitalized interest; (8) for necessary costs to issue bonds (as such term is used in the Tax Increment Financing Act); and (9) to pay the principal of and interest on loans, advances, or indebtedness that that the City incurs for any of the foregoing purposes.

The Tax Increment Financing Act provides that the bonds shall be payable from the special fund and the City may also establish sinking funds and debt service reserve funds, and pledge other assets and revenues toward the payment of the bonds.

Sections 21-407 et seq. of the Local Government Article of the Annotated Code of Maryland (as amended from time to time, the "Special Taxing District Act" and", together with the Tax Increment

Financing Act, the “Acts”) authorize municipal corporations, including the City, to create a “special taxing district” (as such term is used in the Special Taxing District Act), to impose ad valorem taxes or special taxes on all real and personal property within the special taxing district and to issue its “bonds” (as such term is used in the Special Taxing District Act) for the purpose of financing, refinancing or reimbursing the “cost” (as such term is used in the Special Taxing District Act) of establishing, acquiring, designing, constructing, altering, or extending adequate infrastructure improvements as necessary for the development and use of land in any defined geographic region in the municipality, including storm drainage systems, sewers, water systems, roads, bridges, culverts, tunnels, sidewalks, lighting, parking, parks and recreation facilities, libraries, and schools, whether situated within the special taxing district or in the municipality, outside the special taxing district if the infrastructure improvement is reasonably related to other infrastructure improvements in the special taxing district.

The bonds authorized to be issued by the Special Taxing District Act are special obligations of the City payable from a special fund created by the City for the purpose of paying debt service on the bonds, from sinking funds and debt service reserve funds established therefor, and from other assets or revenues, if any, pledged by the City for that purpose.

Prior to issuing and selling bonds for the purposes allowed under the Special Taxing District Act, a request must be made to the City by both (i) at least two-thirds of the owners of the real property located within the special taxing district, provided that: (A) multiple owners of a single parcel are treated as a single owner and (B) a single owner of multiple parcels is treated as one owner; and (ii) the owners of at least two-thirds of the assessed valuation of the real property located within the special taxing district.

Before issuing bonds under the Special Taxing District Act, the governing body of the City is required to designate by resolution an area as a “special taxing district”, to adopt a resolution creating a special fund with respect to the special taxing district, to provide for the imposition of an ad valorem tax or special tax on all real and personal property within the special taxing district, and to pledge that it will pay such ad valorem tax or special tax into the special fund.

NVR MS Cavalier Greenbelt, LLC, a Delaware limited liability company (“NVR MS”), NVR, Inc., d/b/a NVHomes, a Virginia corporation (“NVHomes”), and NVR, Inc., d/b/a Ryan Homes, a Virginia corporation (“Ryan Homes” and, collectively with NVR MS and NVHomes, the “Owners”), are the owners of the real property identified by reference to the metes and bounds description set forth on Exhibit A to the Designation Resolution (the “Development District Property” or the “Special Taxing District Property” or the “Property”). The Property forms a contiguous area and is located entirely within the geographic boundaries of the City.

CoastOak Group and Woodlawn Development Group (collectively, the “Developers”), as the developers of the Project (hereinafter defined), propose to develop the Property as a master planned residential development to be known as Greenbelt Station (or another trade name) (the “Project”) and to enter into a development agreement with the City pursuant to which the Developers will construct certain public improvements for the Project, including, without limitation, the public improvements listed and described in Exhibit A to this Ordinance (the “Public Improvements”).

The development of the Project will require the provision of the Public Improvements.

Representatives of the Developers have held discussions with representatives of the City as to the scope of, and any initial financing or reimbursement for, a portion of the contemplated Public Improvements, pursuant to the creation of a development district and a special taxing district as provided in the Acts, and the issuance of bonds pursuant to the combined authority of such Acts; provided that only costs

authorized under both of the Acts would be financed or reimbursed from the proceeds of bonds issued pursuant to the Acts.

Representatives of the Developers have represented that the proposed development of the Property and the provision of Public Improvements would not be possible but for the creation of the Districts and the issuance of bonds under the Acts.

Representatives of the Owners and Atapco Properties, Inc., a Maryland corporation (collectively the "Petitioners"), have proposed that (1) the entire Development District Property be designated as a development district and the geographically coincident Special Taxing District Property be designated as a special taxing district pursuant to the respective Acts; (2) the bonds to be issued to finance or reimburse the costs of the Public Improvements be repaid in the first instance through real property tax revenues allocable to the tax increment with respect to the Development District Property pursuant to the Tax Increment Financing Act; and (3) if the assessed valuation of the Development District Property in any year is not sufficient to generate tax increment revenues so that 50% (or such lower percentage as may be determined by the City) of such tax increment revenues will at least equal the amount necessary to repay such bonds, the City will impose special taxes or ad valorem taxes on the Special Taxing District Property pursuant to the Special Taxing District Act to repay the bonds.

In accordance with the Special Taxing District Act, the Petitioners have submitted to the City a request entitled "Request to Create and Establish a Special Taxing District, Levy and Impose Special Taxes on the Property in the Special Taxing District, and Issue Special Obligation Bonds" (the "Request"). A copy of the Request has been submitted to the Council of the City (the "Council of City") prior to the introduction of the Designation Resolution (as defined below). The Petitioners represented and warranted in the Request that they are (i) the owners of at least two-thirds of the assessed valuation of the real property located in the proposed special taxing district and (ii) at least two-thirds of the owners of the real property located in the proposed special taxing district, calculated in accordance with the Special Taxing District Act.

Pursuant to the Request, the Petitioners have asked the City (i) to establish a special taxing district consisting of the entire Special Taxing District Property to be known as the "Greenbelt Station Special Taxing District" (the "Greenbelt Station Special Taxing District"), (ii) to create and establish a special fund with respect to the Greenbelt Station Special Taxing District, (iii) to undertake to issue, and issue, its bonds as special obligations of the City under the authority of the Special Taxing District Act from time to time in one or more series pursuant to the Special Taxing District Act (including, without limitation, bonds to finance or refinance the completion of the improvements described in the Request and refunding bonds) for the Project, to the extent such costs are permitted to be so financed or reimbursed by the Special Taxing District Act, which identified public improvements include the Public Improvements, such improvements and related infrastructure to be located within or outside (if the infrastructure improvement is reasonably related to other infrastructure improvements in the Greenbelt Station Special Taxing District) the Greenbelt Station Special Taxing District, as applicable, and other expenses permitted by the Special Taxing District Act and applicable law and (iv) to levy and impose special taxes on the property in the Greenbelt Station Special Taxing District pursuant to the Special Taxing District Act, at the rates and in the amounts to be determined pursuant to a Rate and Method identified herein.

The City, following a public hearing held prior to the adoption of this Ordinance pursuant to notice published in a newspaper of general circulation in the City not less than 10 days before such hearing, has determined that a need exists in the City for public improvements in connection with the proposed development of the Development District Property and the Special Taxing District Property and that the economy of the City will benefit from the development of such property.

Pursuant to Resolution No. 2018 passed by the Council of the City on April 7, 2014, and effective on April 17, 2014 (the “Designation Resolution”), the City has designated the Property as a “development district” to be known as the “Greenbelt Station Development District” (the “Greenbelt Station Development District”) for the purposes of the Tax Increment Financing Act and as a geographically coincident “special taxing district” to be known as the “Greenbelt Station Special Taxing District” (the “Greenbelt Station Special Taxing District,” and together with the Greenbelt Station Development District, the “Districts”) for the purposes of the Special Taxing District Act.

The Designation Resolution contemplates that special obligation bonds may be issued by the City pursuant to the authority of both Acts for the purposes of providing funds for the activities related to the Districts as authorized by the Acts and other applicable law.

Pursuant to the Designation Resolution, the City established a special fund as required by the Tax Increment Financing Act designated as the “Greenbelt Station Tax Increment Fund” (the “Greenbelt Station Tax Increment Fund”), and will determine certain other matters with respect to the Greenbelt Station Tax Increment Fund as required by the Tax Increment Financing Act.

Pursuant to the Designation Resolution, the City established a special fund as required by the Special Taxing District Act designated as the “Greenbelt Station Special Taxes Fund” (the “Greenbelt Station Special Taxes Fund”), and will determine certain other matters with respect to the Greenbelt Station Special Taxes Fund as required by the Special Taxing District Act.

Pursuant to the Designation Resolution, before issuing any bonds with respect to the Greenbelt Station Special Taxing District, the City, as required by the Special Taxing District Act, levied an ad valorem tax or a special tax on all real property within the Greenbelt Station Special Taxing District and pledged that it shall pay such ad valorem tax or special tax to the Greenbelt Station Special Taxes Fund.

Pursuant to Section 12-204 of the Tax Increment Financing Act and Section 21-417 of the Special Taxing District Act, the City may implement its authority under such Acts to issue its bonds for the purpose of financing, refinancing or reimbursing the costs of public improvements benefiting the Districts and certain related costs authorized by the Acts, by passing an ordinance which, among other matters, specifies and describes the proposed undertaking and states that it has complied with certain conditions precedent to the issuance of the bonds, specifies the maximum principal amount of the bonds to be issued, and specifies the maximum rate of interest for the bonds.

By enactment of this Ordinance, the City desires to provide for the issuance of its special obligation bonds, notes or other similar instruments in one or more series from time to time in an aggregate principal amount not to exceed Eight Million Dollars (\$8,000,000) (collectively, the “Bonds”) in order to finance initially or reimburse the cost (within the meaning of the Acts) of public improvements benefiting the Districts and related financing costs or costs of issuing the Bonds, including the funding of a debt service reserve fund or payment of interest before, during or for a limited period of time after constructing the infrastructure improvements.

In order to provide for the payment of the principal of and interest on the Bonds, pursuant to the Designation Resolution, the City has (i) pledged that portion of the property taxes on real property located within the Greenbelt Station Development District representing the levy on the Tax Increment (as defined in the Designation Resolution) shall be paid into the Greenbelt Station Tax Increment Fund when collected and applied in accordance with Section 10 of the Designation Resolution and Section 12-209 of the Tax Increment Financing Act and (ii) levied, imposed and collected, pursuant to Section 21-414 of the Special Taxing District Act, a special tax designated the “Greenbelt Station Special Tax” (the “Greenbelt Station Special Tax”) upon all real and personal property within the Greenbelt Station Special Taxing

District, unless otherwise provided by law or by the provisions of the Designation Resolution, for the purposes, to the extent and in the manner therein provided, contingent upon the issuance and sale of any Bonds, and to the extent that 50% (or such lower percentage as may be determined by the City) of the moneys on deposit in the Greenbelt Station Tax Increment Fund or otherwise available for such purposes under any trust indenture for any such Bonds are insufficient (A) to cover debt service on the Bonds, (B) to replenish any debt service reserve fund or (C) for any authorized purpose relating to the ongoing expenses of or security for the Bonds, at a rate or rates and amount designed to provide, together with 50% (or such lower percentage as may be determined by the City) of the moneys anticipated to be on deposit in the Greenbelt Station Tax Increment Fund, adequate revenues at least sufficient in each year in which any of the Bonds are outstanding to pay the principal of, interest on, and redemption premium, if any, on the Bonds, to replenish any debt service reserve fund, and for any other purpose relating to the ongoing expenses of or security for the Bonds, and to take certain other actions pursuant to the authority of the Acts, as provided in the City of Greenbelt, Maryland Greenbelt Station Special Taxing District – Rate and Method of Apportionment of Special Taxes, attached to the Designation Resolution as Exhibit C and incorporated by reference therein as though set forth in full therein (the “Rate and Method”).

Prior to issuing any Bonds relating to the Districts, the City is required to enact this Ordinance in order to comply with certain provisions of the Acts.

Prior to enacting this Ordinance, the Council of the City held a public hearing after giving not less than ten (10) days’ notice in a newspaper of general circulation in the City in accordance with Section 21-412 of the Special Taxing District Act.

Prior to enacting this ordinance, the Council of the City complied with the provisions of the Acts, including but not limited to Sections 12-203 and 12-208(c) and (d) and 12-204 of the Tax Increment Financing Act and Sections 21-412, 21-414, and 21-417 of the Special Taxing District Act, requiring certain actions to be performed prior to the issuance of any Bonds.

The City desires that this Ordinance shall serve as a declaration of official intent within the meaning of, and for the purposes set forth in, U.S. Treasury Regulation Section 1.150-2 (the “Reimbursement Regulations”).

BE IT ORDAINED by the Council of the City of Greenbelt, that:

SECTION 1. For the purposes of this Ordinance:

- (a) The Recitals to this Ordinance (the “Recitals”) are deemed a substantive part of this Ordinance and are incorporated by reference herein, and capitalized terms defined in the Recitals and used herein shall have the meanings given to such terms in the Recitals.
- (b) The following terms used in the Recitals and elsewhere in this Ordinance shall have the meanings given to such terms in the respective Acts: “development district”, “tax increment”, “special taxing district”, “cost”, “infrastructure improvements”, “bonds”, “special fund”, “ad valorem tax” and “special tax”; and references to “public improvements” herein are deemed to refer to costs and activities permitted to be financed and refinanced by both of the Acts, including (without limitation) “infrastructure improvements”, as such term is used in the Special Taxing District Act.

- (c) The findings and determinations set forth in Section 2 of the Designation Resolution are hereby ratified and confirmed with respect to the subject matter of this Ordinance and the issuance of the Bonds provided for herein.
- (d) The issuance of Bonds for the purpose of providing funds initially to finance or reimburse the costs of public improvements benefiting the Districts serves the public purposes of providing public improvements within the City, directly and indirectly enhancing the taxable base of the City, encouraging the development of residential areas, commerce and industry within the City, increasing the general health and welfare of the residents of the City and increasing employment within the City through the construction of the Project and the expected increased commercial activity within and outside the Districts.
- (e) The public improvements proposed to be initially financed with or reimbursed from Bond proceeds include, but are not limited to, the construction of road improvements, utilities and other public infrastructure as more particularly described in Exhibit A hereof.
- (f) The Public Improvements, in addition to providing general public benefits to the City and its citizens, specifically benefit the properties located in the Districts by providing needed infrastructure improvements for the use of the residents and businesses located or to be located on such properties and their visitors and invitees and the general public.
- (g) By the adoption of the Designation Resolution, the City took all necessary actions contemplated by the Tax Increment Financing Act to provide for the segregation and deposit in the Tax Increment Fund of that portion of the taxes representing the levy on the Tax Increment of properties located in the Development District, and by this Ordinance the City hereby reiterates its pledge and covenants to so levy, collect and segregate such revenues for the benefit of the holders of the Bonds.
- (h) By the adoption of the Designation Resolution and enactment of this Ordinance, the City has complied with the provisions of the Acts, including but not limited to Section 12-204 of the Tax Increment Financing Act and Section 21-417 of the Special Taxing District Act, requiring certain actions to be performed prior to the issuance of any Bonds.

SECTION 2: The issuance and sale by the City of the Bonds, from time to time, in one or more series, in an aggregate principal amount not to exceed Eight Million Dollars (\$8,000,000), and bearing interest at a rate of interest not to exceed Eight Percent (8%) per annum, all as may be determined pursuant to this Ordinance, is hereby authorized and approved. The Bonds are authorized hereby to be executed in the name of the City and on its behalf by the Mayor, by his manual or facsimile signature, and the corporate seal of the City shall be imprinted thereon, attested by the City Clerk, by her manual or facsimile signature. Any series of Bonds shall mature not later than thirty (30) years from the date of issuance. **The Bonds shall not be an indebtedness of the City for which the City is obligated to levy or pledge, or has levied or pledged, ad valorem taxes or special taxes of the City other than the real property taxes representing the levy on the Tax Increment of properties located in the Development District or the Greenbelt Station Special Tax contemplated by the Designation Resolution and this Ordinance, or, subject to appropriation, to replenish the amounts on deposit in the debt service reserve fund created under the trust indenture for such Bonds to the required debt service reserve level. The Bonds shall be a special obligation of the City and will not constitute a general obligation debt**

of the City or a pledge of the City's full faith and credit or taxing power. The only funds the City will be obligated to use to make payment on the Bonds will be those that result from real property taxes levied by the City on the Tax Increment of properties located in the Development District and, to the extent that 50% of such revenues are or will be insufficient to make all required payments on the Bonds, the Greenbelt Station Special Tax levied on and collected from property located in the Greenbelt Station Special Taxing District and from moneys held under the trust indenture for such Bonds (including, without limitation, amounts deposited by the City, subject to appropriation, to the debt service reserve fund created under the trust indenture for such Bonds to replenish the amounts on deposit therein to the required debt service reserve level.

SECTION 3: That prior to the sale, issuance and delivery of any series of the Bonds, the Mayor, by executive order, is hereby authorized, empowered and directed to specify, prescribe, determine, provide for or approve, for the purposes and within the limitations of the Acts and this Ordinance, all matters, details, forms, documents and procedures pertaining to the sale, security, issuance, delivery and payment of or for such Bonds, including, without limitation, the following (references in the following clauses (a) – (r) to the Bonds are deemed to refer to any series of the Bonds):

- (a) The actual principal amount of the Bonds to be issued;
- (b) The actual rate or rates of interest for the Bonds;
- (c) The manner in which and the terms upon which the Bonds are to be sold;
- (d) The manner in which and the times and places that the interest on the Bonds is to be paid;
- (e) The time or times that the Bonds may be executed, issued and delivered;
- (f) The form and tenor of the Bonds and the denominations in which the Bonds may be issued;
- (g) The manner in which and the times and places that the principal of the Bonds is to be paid, within the limitations set forth in the Acts and this Ordinance;
- (h) Provisions pursuant to which any or all of the Bonds may be called for redemption prior to their stated maturity dates;
- (i) Provisions for obtaining insurance for the Bonds or for the issuance of a guaranty, letter or credit, line of credit, or similar credit support for the Bonds;
- (j) The form and contents of, and provisions for the execution and delivery of, such financing or other documents that are not otherwise specifically identified in this Ordinance or the Designation Resolution, and any amendments, modifications or supplements thereto, as the Mayor shall deem necessary or desirable to evidence, secure or effectuate the issuance, sale and delivery of the Bonds, including, without limitation, any trust indenture or trust agreement, any funding or similar agreement, any bond purchase agreement, agreements with consultants to or agents of the City with respect to the Districts or the Bonds, fee agreements, funding agreements, investment agreements,

security agreements, assignments, guarantees, financing agreements or escrow agreements;

- (k) The creation of security for the Bonds and provision for the administration of the Bonds including, without limitation, the appointment of such trustees, escrow agents, fiscal agents, administrators of the Districts, paying agents, registrars, rebate monitors or other agents as the Mayor shall deem necessary or desirable to effectuate the transactions authorized hereby;
- (l) Provisions for the preparation and distribution of both a preliminary and a final official statement, placement memorandum, offering circular or other disclosure document in connection with the sale of the Bonds, if such preliminary and final official statement, placement memorandum, offering circular or other disclosure document is determined to be necessary or desirable for the sale of the Bonds;
- (m) The determination of the manner of sale of the Bonds, which may be either at public or private negotiated or competitive sale, the identity of the underwriter or placement agent for the Bonds, if any, or the purchaser or purchasers of the Bonds, and the form and contents of, and provisions for the execution and delivery of, any contract or contracts for the purchase and sale of the Bonds (or any portion thereof);
- (n) To the extent that other obligated persons with respect to the Bonds have not assured compliance with, or to the extent that the offering of the Bonds is not exempt from the requirements of, Rule 15c2-12 of the United States Securities and Exchange Commission, the determination of the form and contents of any written agreement or contract required by law or to the extent the same is determined to be necessary or desirable even if not required by law, for the benefit of the holders of the Bonds under which agreement or contract the City will undertake to provide annual financial information, audited financial statements, material events notices, and other information to the extent required by such Rule or such agreement or contract;
- (o) The negotiation, preparation, execution and delivery of any development agreements or use agreements with the owners of any portion of the property located within the Districts and/or their developers, contractors or agents regarding the use and application of proceeds of the Bonds or the use or ownership of properties located within the Districts or outside the Districts if benefited by the Public Improvements and any agreements necessary or desirable to provide the transfer of ownership of the Public Improvements to the City or any other governmental agency or public entity if required by the Mayor or in order to ensure that the interest payable on any such Bonds shall remain exempt from gross income for federal income tax purposes, if applicable;
- (p) The specific Public Improvements to be financed, reimbursed or refinanced from proceeds of the Bonds or the mechanics for determining the same;
- (q) Any matters contemplated by the Acts relating to application of the proceeds of the Bonds, including, without limitation, the establishment and application of sinking funds and reserve funds and provision for any payment of capitalized interest on the Bonds; and
- (r) The determination of, or the provision for, such other matters in connection with the authorization, issuance, execution, sale, delivery, and payment of the Bonds, the security

for the Bonds, and the consummation of the transactions contemplated by this Ordinance as may be deemed appropriate by the Mayor, including, without limitation, establishing procedures for the execution, acknowledgement, sealing and delivery of such other and further agreements, documents and instruments, and the authorization of the officials of the City to take any and all actions, as are or may be necessary or appropriate to consummate the transactions contemplated by this Ordinance in accordance with the Acts and this Ordinance.

The Mayor's execution and delivery of any such executive order shall constitute conclusive evidence of the Mayor's approval of the subject matter thereof.

SECTION 4: That the Mayor, on behalf of the City, by an executive order contemplated in Section 3 hereof, is hereby authorized to condition the issuance of any series of the Bonds upon the execution, delivery and recording, as applicable, by the City, any of then-current owners of property located in the Districts, the developers of property within the Districts or other appropriate parties of any declaration of covenants, any notice to subsequent property owners within the Districts, any notification to a governmental unit having jurisdiction over any Public Improvements located outside the City, any development agreement, or any other similar documents, instruments or certificates reasonably related to the transactions contemplated by this Ordinance. The Mayor, on behalf of the City, is hereby authorized and empowered to prepare or cause to be prepared, negotiate or cause to be negotiated and execute and deliver any such documents, instruments or certificates to which the City is a party, and the same shall contain such terms, agreements and conditions and be in such form as the Mayor may approve, and the execution and delivery of the same by the Mayor shall constitute conclusive evidence of the Mayor's approval thereof.

SECTION 5: That, at the discretion and direction of the City Treasurer, the City shall, subject to appropriation, replenish the amounts on deposit in the debt service reserve fund held under the trust indenture for the Bonds to the required debt service reserve level if the monies in the Greenbelt Station Tax Increment Fund and the Greenbelt Station Special Taxes Fund are insufficient to replenish the debt service reserve fund in full.

SECTION 6: That:

- (a) The City covenants with the registered owners of any such series of the Bonds that it will not make, or (to the extent that it exercises control or direction) permit to be made, any use of the proceeds of the applicable series of Bonds or of any monies, securities or other obligations to the credit of any account of the City which may be deemed to be proceeds of such series of the Bonds pursuant to the Internal Revenue Code of 1986, as amended (the "Code"), or the income tax regulations thereunder (the "Regulations") (collectively, the "Bond Proceeds") that would cause the Bonds of such series to be "arbitrage bonds" within the meaning of the Code and the Regulations, and that it will comply with those provisions of the Code and the Regulations as may be applicable to the Bonds of such series on their date of issuance and which may subsequently lawfully be made applicable to the Bonds of such series as long as any applicable Bond remains outstanding and unpaid.
- (b) The City specifically covenants that it will comply with the provisions of the Code and the Regulations applicable to any such series of the Bonds, including, without limitation, compliance with provisions regarding the timing of the expenditure of the proceeds of the Bonds, the use of such proceeds and the facilities financed or refinanced with such

proceeds, the restriction of investment yields, the filing of information with the Internal Revenue Service, and the rebate of certain earnings resulting from the investment of the proceeds of the Bonds or payments in lieu thereof. The City further covenants that it shall make such use of the proceeds of the Bonds of such series, regulate the investment of the proceeds thereof and take such other and further actions as may be required to maintain the exclusion from gross income for federal income tax purposes of interest on the Bonds of such series. All officials, officers, employees and agents of the City are hereby authorized and directed to provide such certifications of facts and estimates regarding the amount and use of the proceeds of the Bonds of such series as may be necessary or appropriate.

The provisions of this Section 6 shall apply only to any series of Bonds that is issued with the expectation that interest on the Bonds of such series shall be excludable from gross income for purposes of federal income taxation.

SECTION 7: That the City reasonably expects to pay costs permitted by both of the Acts with respect to the Public Improvements described in the Recitals to this Ordinance prior to the issuance of the Bonds and to use proceeds of the Bonds to reimburse all or a portion of such prior expenditures. The City intends that this Ordinance shall constitute a declaration of official intent within the meaning of, and for the purposes set forth in, the Reimbursement Regulations.

SECTION 8: That the Mayor, the City Manager, the City Treasurer, and the City Clerk, acting individually or in concert as appropriate (in any such case the “Authorized Representative”), and provided that such actions are within the bounds of their authority, are authorized and directed to take any and all actions and to execute, attest, affix the City’s seal to and deliver, and to file and record in any appropriate public offices (if applicable) all documents, instruments, certifications, forms (including but not limited to, appropriate IRS forms in respect to the Bonds), financing statements, letters of instructions, written requests, contracts, agreements and other papers customarily delivered in connection with the issuance of obligations in the nature of the Bonds, whether or not herein mentioned and not otherwise provided for herein or in the Designation Resolution, as may be necessary or convenient to evidence the approvals of the City provided in this Ordinance, to invest the proceeds of the Bonds or moneys on deposit in the Greenbelt Station Tax Increment Fund or the Greenbelt Station Special Taxes Fund (in all such, cases, in accordance with the provisions of applicable Maryland and federal law), to facilitate the issuance of any series of the Bonds and to consummate the transactions contemplated in this Ordinance or in any of the documents herein authorized and approved.

SECTION 9: That the provisions of this Ordinance are severable, and if any provision, sentence, clause, section or part hereof is held or determined to be illegal, invalid, unconstitutional or inapplicable to any person or circumstance, such illegality, invalidity, unconstitutionality or inapplicability shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance or their application to other persons or circumstances. It is hereby declared to be the intent of the City that this Ordinance would have been adopted if such illegal, invalid, unconstitutional or inapplicable provision, sentence, clause, section or part had not been included herein, and if the person or circumstances to which this Ordinance or any part hereof are inapplicable had been specifically exempted herefrom.

SECTION 10: It is the intention of the City that the provisions of this Ordinance shall be liberally construed in order to effectuate the transactions contemplated hereby and by the Acts.

SECTION 11: That this Ordinance shall take effect on the date of its enactment. In the event that no Bonds are issued pursuant to the Acts within five years of the effective date of this Ordinance, this Ordinance shall expire and shall be of no further force and effect. The Council may extend the effectiveness of this Ordinance prior to its expiration by enacting another ordinance.

BE IT FURTHER ORDAINED that this Ordinance is of an emergency nature and shall be effective immediately upon passage.

PASSED by the Council of the City of Greenbelt, Maryland, at its meeting on [_____, 2018].

Emmett V. Jordan, Mayor

[SEAL]

Attest:

Bonita Anderson, City Clerk

EXHIBIT A

DESCRIPTION OF PUBLIC IMPROVEMENTS

The public improvements to be financed or reimbursed from the proceeds of the Bonds include, without limitation:

- (1) Earthwork and other site prep;
- (2) Construction of and improvements to the North-South Connector Road (also known as Greenbelt Station Parkway) and acquisition of land therefor, and related appurtenances related thereto and the acquisition of land or easements therefor;
- (3) Related construction and installation of storm water and sediment management and water/sewer improvements, and acquisition of land or easements therefor, with respect to the Greenbelt Station Parkway; and
- (4) Related grading, engineering and stake out, lighting, landscaping, identifying monuments, signage, traffic signals and traffic studies therefor, fencing, curb and gutter, sidewalks, and relocating of utilities, with respect to the Greenbelt Station Parkway.

The public improvements shall include the attributable costs of engineering, design, planning and coordination, either with the expenses related to the creation of the District and the issuance of Bonds, including any underwriter's discount, appraisals, reserve fund, capitalized interest, bond counsel and other legal fees, financial or other consultant's fees and expenses, bond and official statement printing, and all other expenses incidental thereto.

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

12. Approval of the Public Arts Policy

Suggested Action:

Reference:

2018 Public Arts Policy Update

Arts Advisory Board Public Art Site Index

Public Art Procedures

Council accepted Arts Advisory Board Report 19-1 as a consent item on this agenda. This report presents a draft Public Arts Policy for the City of Greenbelt, along with a supporting Site Index. These materials were the subject of a Council worksession on September 26, 2018, along with guidelines prepared by Greenbelt Recreation staff to facilitate the implementation of the policy. Both the Site Index and the implementation guidelines have been updated to incorporate Council's input at the worksession.

It is recommended that Council approve the City of Greenbelt Public Arts Policy as presented by the Greenbelt Arts Advisory Board. Greg Varda, Assistant Director of Recreation Programs and Nicole DeWald, Arts Supervisor will be present at the meeting. Outgoing Chair Tatiana Ausema is expected to attend on behalf of the Arts Advisory Board. (GV/BA)

Attachments:

[2018 Public Arts Policy Update.pdf](#)

[AAB_Public Art Site Index.pdf](#)

[Public Art - Procedures.pdf](#)

City of Greenbelt Public Arts Policy

*Draft approved by the Greenbelt Arts Advisory Board, May 5, 2015
Re-affirmed by AAB with updates incorporated here: August 7, 2018*

The purpose of this document is to define key terms, articulate core principles, identify necessary resources and articulate important considerations to inform city action in the arena of public art.

Section 1: Definitions

Throughout this document, "**public art**" is understood to include artwork in any medium which is exhibited, performed or otherwise presented for any duration in a public space or in a privately-owned space which is publicly accessible without charge. Public art may be ephemeral or enduring. It may be programmed by the city or another sponsor, or presented independently by artists acting within the scope of applicable laws and regulations.

The **audience** for public art is understood to include all persons who encounter the artwork, intentionally or by happenstance, directly or through documentation. *No work of art can be expected to appeal equally to all those who encounter it;* the audience for public art may include persons who favor a specific work of art, those who dislike it, and those who are indifferent to it.

Section 2: Rationale

Presenting artwork in public spaces can advance Greenbelt's historic cultural legacy, affirm community values and further civic goals.

A. Historic legacy

Public art has been integral to Greenbelt's social and architectural environment since the city's origin. The bas reliefs on the Community Center façade and the Mother and Child statue in Roosevelt Center, both by artist Lenore Thomas Straus, are beloved Greenbelt icons. These artworks help create a meaningful sense of place and a visual identity for the city. This work can be furthered by the presentation of new works of art in public spaces, as the city's legacy, boundaries and demographics continue to evolve.

B. Community values

Public art affirms the **dignity and humanity of the citizen**, in keeping with the city's overall commitment to providing a high quality of life and encouraging active civic participation.

Public art is well-suited to Greenbelt as an **inclusive community**, in that it is provided for the enjoyment of all, free of charge. Public art creates shared reference points, and shared experiences, among diverse citizens.

Public art embodies the creativity of the maker and nourishes the imagination of those who encounter it, making it an especially suitable amenity for Greenbelt as a community founded in **visionary thinking**.

C. Civic goals

Public art contributes to the city's **economic vitality** by making Greenbelt a more attractive place in which to live, work and play.

Public art supports **public safety** goals by promoting awareness of one's surroundings, building civic pride and demonstrating public commitment to the neighborhoods in which artwork is presented.

Section 3: Greenbelt Public Art - Past and Present

Currently and throughout the city's history, Greenbelt has promoted public art through programming, technical services and support for community initiatives. Examples include:

- Coordinating periodic professional conservation of the Lenore Thomas Straus bas reliefs and Mother and Child statue (1999, 2007), original to Greenbelt's construction
- Coordinating the installation of Lenore Thomas Straus' donated, untitled pedestal sculpture at the Community Center (2000)
- Facilitating the creation of painted murals on the Co-op grocery store and pedestrian underpasses (date unknown; murals are no longer present)
- Installing and maintaining artist Richard Zandler's donated deer sculpture in Greenbelt East, (circa 1990)
- Operating an art gallery at the Greenbelt Community Center (circa 1997 to present)
- Extending gallery programming to include temporary, outdoor installations at the Youth Center, a pedestrian underpass and the Community Center front lawn (projects with Jill Romano in 2001 and David Page in 2008)
- Exhibiting community artwork (ongoing) at venues such as the Municipal Building, Youth Center, Community Center, Aquatic and Fitness Center, Springhill Lake Recreation Center and Greenbelt library, as well as student art shows at the Greenbelt Consumer Co-Op (2010) and Beltway Plaza shopping mall (2010).
- Supporting Artists in Residence at the Greenbelt Community Center in the creation of public artwork with community involvement. Examples have included: a Weaving Web at Schrom Hills Park with Elizabeth Morissette for Schromfest, aka Fall Fest (2000); the ceramic "Fly" mural created for the Community Center with Marla McLean (2004); the "Friends and Family" community memory quilt organized by Celestine Ranney-Howes (2008); a lantern display developed by Sherill Gross for the Festival of Lights opening ceremony (2008); art flags created with Russ Little, used on July 4th (2010); the "Faces of Greenbelt" ceramic tile mural dedicated at the Community Center in 2012 at the opening of Greenbelt's 75th Anniversary celebration; a yarn-bomb installation coordinated by Rachel Cross near the Community Center (2016); the "Crazy Quilt" ceramic tile panel series

installed at the Springhill Lake Recreation Center (2017); and the “Birds Gone Wild” portable painting/photo stand-ins designed by Rachel Cross (2018).

- Administering the Arts Emerge program to facilitate community participation in additional public art projects, such as: the dancing figure shaped panel paintings created with Arlette Jassel for Greenbelt New Year (2000); polar bear sculptures created with Alice Sims for Greenbelt New Year (2001); floating sculptures created with Recreation staff for Buddy Attick Park July 4th celebrations (2002, 2005 - 2008); and the creation of "stick people" sculptures with Recreation staff (2004), and panel paintings with Eli Halpin (2009) to identify homes participating in the Greenbelt Homes, Inc. House and Garden Tours.
- Collaborating with the Chesapeake Education, Arts and Research Society (CHEARS) and alight dance theater to commission artwork for the Three Sisters Demonstration Gardens located at the Greenbelt Community Center, Springhill Lake Recreation Center and Schrom Hills Park (2014-2015).
- Presenting community and professional performances at special events, including theater, dance, music and spoken word (ongoing)
- Providing funding and/or in-kind support for community arts organizations such as the Greenbelt Concert Band, Greenbelt Arts Center, Greenbelt Writers Group, alight dance theater, and Friends of Greenbelt Theatre that provide free public programs (ongoing).
- Providing funding and/or in-kind support (ongoing) for community initiatives such as: the Labor Day festival art shows and concerts; performances in Roosevelt Center and art shows organized by the New Deal Café, with support from Friends of New Café Arts; and the Greenbelt Association for Visual Arts/ Greenbelt Access Television animation program.

Section 4: Statement of Policy

"The City of Greenbelt is committed to facilitating a vibrant role for the arts in community life. We recognize the capacity of public art to preserve and expand on the city's historic cultural legacy. We believe that public art can affirm community values such as inclusivity, visionary thinking and the dignity and humanity of the citizen. We believe that public art can help further civic goals including economic vitality and public safety. Therefore, the City of Greenbelt supports the exhibition, performance and other presentation of the arts city-wide in public spaces and in private spaces which are publicly accessible without charge. We recognize the value of both amateur and professional creative work, and both programmed and spontaneous expression, which are consistent with the Greenbelt Community Pledge. Through community planning, direct programming, conservation, and support for artist and arts organization initiatives, the City of Greenbelt will continue to encourage and recognize creativity broadly through public art."

Section 5: Procedural Guidelines

A. General guidelines

1. City of Greenbelt professional arts staff are authorized to develop and implement specific procedures for public presentations in the visual and performing arts and protocols for collection management. These procedures are subject to review by the Greenbelt Arts Advisory Board and approval by the Director of Greenbelt Recreation and by the City Manager. Flexibility should be maintained in order to enable the city to learn from its own

and others' experience over time and to respond to a range of potential opportunities that cannot fully be anticipated in this document.

2. Consideration will be given to the Public Art Site Index developed by the Greenbelt Arts Advisory Board in the selection of sites for the performance or exhibition of public art. The Site Index is intended to be suggestive and not limiting.
3. The City of Greenbelt will notify the Greenbelt Arts Advisory Board and professional arts staff early in the planning process for any renovations to public areas of indoor and outdoor city facilities and public areas within any planned new construction. The Board and staff will report to the City Council and City Manager, respectively, on any opportunities identified for the inclusion of visual art or for the general enhancement of a facility's capacity for presentation of the visual or performing arts. The Greenbelt Arts Advisory Board will update the Public Art Site Index accordingly, as new opportunities are created.

B. Guidelines for the development and management of a collection of enduring visual art works

1. The City of Greenbelt will provide for the responsible stewardship of its current and future holdings of enduring works of visual art. The city will maintain its public art works in good physical condition and present them with appropriate attribution to the artist.
 - a. The City will provide an assigned fund for the cultivation and maintenance of its collection of enduring works of visual art.
 - i. Funds may be used to meet collection management expenses including but not limited to: appraisals and insurance coverage; drainage and other grounds management; signage; lighting; means of public access; measures needed to protect the artwork during festivals and extreme weather events; routine, professional inspection, cleaning and conservation by qualified contractors; vandalism mitigation and other extraordinary repairs; and costs associated with the relocation or removal of art works.
 - ii. Funds may also be used for the acquisition of new works through extended loan, purchase, gift or commission. New project expenses may include but are not limited to: artist's design work and travel; engineering consultations; conservation review; site preparation; fabrication, delivery and installation of the artwork.
 - iii. Collections management will have priority over the acquisition of new work for use of the assigned fund.
 - iv. Individuals, organizations and corporate donors will be able to contribute to the assigned fund.
 - b. The City will provide professional arts staffing at a level sufficient to fulfill the duties of collection management and to implement procedures for new acquisitions as a pre-condition for approval of proposed acquisitions through commission, loan, gift, or purchase of existing work.

The City of Greenbelt Public Art Site Index

Suggested Locations for the Presentation of Creative Work at City of Greenbelt Facilities

Updated 10/1/18

The feasibility of presenting individual pieces will be determined on a case by case basis.

Considerations may include: public safety, current site uses, maintenance, environmental impact, and historic preservation.

Outdoor presentations should be consistent with the Buddy Attick Park Master Plan and the Forest Preserve Ordinance, as applicable.

Artists are encouraged to consider these sites, but may also propose other locations for their work.

Facility	Location for Artwork	Art Forms	Indoor or Outdoor	Recommended For	Site Information and Amenities
Greenbelt Aquatic & Fitness Center 101 Centerway	Large grassy area in the front of the building	Visual arts	Outdoor	Sculpture (temporary)	Normal operating hours: Monday through Friday, 6am–10pm; Saturday and Sunday, 8am–9pm. Indoor and outdoor pools. Restrooms with showers.
	Triangular grassy area at the front of the building near the bike rack	Visual arts	Outdoor	Sculpture	
	Retaining wall/basketball backboard	Visual arts; Film	Outdoor	Mural	
Buddy Attick Park 555 Crescent Rd	The peninsula	Performance	Outdoor		Normal operating hours: daily, 8am-dusk. Also included are picnic pavilions with grills, tables and benches, a paved court area, tot lot and playground, and restrooms.
	The grassy area south of the lake trail near the observation area accessible from the path by the Lakecrest tennis courts	Performance	Outdoor		Pedestrian access only. No electricity or restrooms.
	The grassy area next to the causeway, south of the gravel road leading down from the recycling area	Visual arts	Outdoor	Large scale, free standing sculpture	
	The water to either side of the peninsula	Visual arts	Outdoor	Sculpture (floating or on a sunken pedestal)	

Greenbelt Community Center 15 Crescent Rd	The front lawn	Performance	Outdoor	Normal operating hours: Monday through Saturday, 9am–10pm; Sundays, 9am–7pm.	
	Near the wheelchair access entrance and museum panel at the southwest corner of the building	Visual arts	Outdoor	Sculpture	
	Outside the dance studio	Visual arts	Outdoor	Sculpture	
	Gymnasium	Performance	Indoor	Dance, puppetry, theater, music, acrobatics/circus	Very large room with proscenium stage, wood floor, modest theatrical lighting, pipe and drape. BOOKINGS available for Artful Afternoon Sunday matinees.
	Multi-purpose room	Performance	Indoor	Cabaret-scale and table-top shows	Smaller room. BOOKINGS available for Artful Afternoon Sunday matinees.
Roosevelt Center Area Crescent Road	The interior of all three underpasses	Visual arts	Outdoor	Murals, sound installation	
	The grassy area south of the Roosevelt Center plaza underpass, on the east side so as not to inhibit sledding	Visual arts	Outdoor	Medium to large scale, free standing sculpture	
Greenbelt Municipal Building 25 Crescent Rd	The glass above the doors facing Crescent Road	Visual arts	Indoor	Painting, textile or other low-relief artwork	Normal operating hours: Monday through Friday 8am-4:30pm with public restrooms available
	The brick walls of the wide stairwell leading to the Crescent Road entrance	Visual arts	Indoor		Fluorescent lighting

	The brick wall in the narrow stairwell connecting the basement to the first and second floors	Visual arts	Indoor		Fluorescent lighting
	The wall space between the windows in the Council meeting room	Visual arts	Indoor		Fluorescent lighting
	Council room	Film; performance	Indoor		Fluorescent lighting; electrical outlets; moveable seating
	Triangular area on the east side of the building across from the flags	Visual arts	Outdoor		Two medium height street lights amid the landscape; access to water
	Amid the landscape area on the front of the building, east or west corner	Visual arts	Outdoor		
Old Greenbelt Theater 129 Centerway	Main auditorium	Film; performance	Indoor		Programming to be scheduled around normal screenings at the cinema
	Front hall by concessions	Visual arts	Indoor	2D, wall-mounted work	
Springhill Lake Recreation Center 6101 Cherrywood Ln	The grassy hill by the rear exit of the main building	Visual arts; performance	Outdoor	Climbable, medium to large free standing sculpture. Music and variety arts.	Normal operating hours: Monday through Friday, 2pm – 9:45pm; Saturday 9am – 9:45pm; Sunday 1pm – 9:45pm. BOOKINGS available for annual Celebration of Spring event in April. Electricity and restrooms available.
	The grassy areas along Cherrywood Lane and between the clubhouse and main building	Visual arts	Outdoor	Sculpture	
Greenbelt West Traffic Circle Cherrywood Ln & Greenbelt Metro Dr		Visual arts	Outdoor	Sculpture	
Greenbelt Station Park	(pending transfer to City)	Visual arts; performance	Outdoor	Sculpture; music; theater	

Stream Valley Trail (awaiting assessment)

Indian Creek Trail (awaiting assessment)

Schrom Hills Park 6915 Hanover Pkwy	The grassy area and walking path beyond the soccer fields that parallels Hanover Parkway	Visual arts; performance	Outdoor	Sculpture	Normal operating hours: daily 8am – dusk. The first location listed at left is distant from the parking area and restrooms. Electricity may not be available.
	The circular plantings along the alle	Visual arts	Outdoor	Small pedestal sculpture	
	The paved area by the building	Performance	Outdoor	Music, variety	BOOKINGS available for annual Fall Fest event in October. Electricity and restrooms available.

Greenbelt East Traffic Circle Hanover Pkwy at Hunting Ridge		Visual arts	Outdoor	Sculpture	Richard Zandler’s deer sculpture is currently installed on the bank overlooking the circle
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Greenbelt East Traffic Circle Hanover Pkwy at Village Park Dr/ Schrom Hills Park		Visual arts	Outdoor	Sculpture	
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Greenbelt Dog Park (awaiting assessment)
Hanover Parkway

Greenbelt Youth Center 99 Centerway	Above the water fountain on the main level	Visual arts	Indoor	2-D or low relief artwork	Normal operating hours: Monday through Friday, 3pm – 9:45pm; Saturday 9am – 9:45pm; Sunday 1pm – 9:45pm.
	The tall brick wall of the stairwell	Visual arts	Indoor	2-D or low relief artwork	

Greenbelt Skate Park 99 Centerway	Multi-purpose room: the long wall (if repainted a neutral color)	Visual arts	Indoor	2-D or low relief artwork	BOOKINGS available for youth-oriented shows while summer camps are in session
	Gymnasium	Performance	Indoor	Dance, circus/variety, music	
	Back patio	Visual arts	Outdoor	Garden, picnic area, sculpture	
	Terrace below back patio	Visual arts	Outdoor	Garden, climbing wall	
	Exterior concrete perimeter wall along walkway	Visual arts	Outdoors	2-D or low relief artwork	
	Perimeter of park at the skaters' level, outside the fence	Visual arts	Outdoors	2-D or 3-D artwork	
	Court surface	Visual arts	Outdoors	Painting	
	On the fencing	Visual arts	Outdoors	2-D or low relief artwork	
	Court surface	Visual arts	Outdoors	Painting	
	On the fencing	Visual arts	Outdoors	2-D or low relief artwork	
Tennis Courts Braden Field	Court surface	Visual arts	Outdoors	Painting	
Tennis Courts Lakecrest Circle	Court surface	Visual arts	Outdoors	Painting	
Basketball Backboards Various locations	Backboards	Visual arts	Indoors/ Outdoors	Painting	

**City of Greenbelt
Greenbelt Recreation Arts Program**

**Guidelines for Public Art Projects
On City of Greenbelt Property**

Draft Date: October 1, 2018

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I. Introduction

This document explains how Greenbelt Recreation staff foresee implementing the Greenbelt Public Arts Policy as drafted by the Arts Advisory Board (“AAB”) and excerpted below. Procedures may be updated over time based on experience, additional information, new opportunities and changing circumstances.

As explained by AAB, "public art" is a very broad category encompassing “artwork in any medium which is exhibited, performed or otherwise presented for any duration in a public space or in a privately-owned space which is publicly accessible without charge. Public art may be ephemeral or enduring. It may be programmed by the city or another sponsor, or presented independently by artists acting within the scope of applicable laws and regulations.” This document addresses a variety of circumstances through which public art may be presented, indoors or outdoors, on City of Greenbelt property. The procedures outlined herein may be modified as needed to accommodate situations which

have not been addressed directly; in such cases, the same fundamental considerations will apply including fair access to opportunity for artists, inclusion of advisory board and additional community input, and the responsible management of public funds and infrastructure by staff and Council.

Greenbelt's public art program is independent of the city's memorialization program for former residents. However, contributions are welcome to the city's assigned fund for public art in memory of a loved one. Gifts and commissions of artwork may also be proposed in honor of an individual; such proposals would be handled through the same procedures as any other proposed acquisition or commission of artwork.

II. General Selection Criteria for Artwork

A. All disciplines:

1. **Content:** The content of all artwork should be secular and appropriate for a diverse, intergenerational clientele.
2. **Quality:** The city's arts programming celebrates a wide range of artistic training, experience and achievement. When professional artists are being selected for participation, artistic merit will be a primary consideration. Visual artwork under consideration for an extended loan, gift, purchase or commission should be of exceptionally high artistic merit.
3. **Safety:** The proposed work must pose no unreasonable threat to people or to the environment in which the work would be presented.
4. **Feasibility:** The proposed presentation must be feasible for the City of Greenbelt to support with respect to staff availability, technical capacity and financial resources. Presentations must be compatible with other concurrent uses of the facility. **Projected maintenance needs and costs will be a significant consideration for works of visual art intended for extended display.**

B. Criteria specific to visual art:

1. **Condition:** Artwork and any associated equipment **should** be clean, in tact, in excellent condition and not in immediate need of conservation. The artwork and equipment **should** be structurally stable and sufficiently durable to withstand the conditions under which it would be displayed. **Exceptions may be granted, particularly in cases where an artwork possesses historical value.**

C. Project-specific criteria may also be defined.

III. Guidelines for Public Performances and Screenings

A. City Presentations:

1. **Special Events Programming:** The City of Greenbelt regularly sponsors public performances and screenings in conjunction with its broad array of special events.

Performances have spanned many disciplines and traditions, have featured both amateur and professional performers, and have utilized a variety of indoor and outdoor public spaces. Screenings have included major releases, vintage cinematic works, locally made animation, and video works by visual artists. Information is available online for artists and community groups seeking bookings through the city's special events.

- a. Performers and digital media are selected for City of Greenbelt events by the department organizing the event. Advisory Board, Council and public review are not required for special event programming, although suggestions and feedback are always welcome.

B. Guest Presentations: The Arts Program will provide applications for Greenbelt-affiliated artists and community organizations that wish to perform or to present a performance or screening indoors or outdoors on city property.

1. Arts staff will share applications with the staff who use and maintain the facility where the presentation would take place. These staff may accept or decline the proposal. If a proposal is accepted for an outdoor presentation, it will be subject to additional approvals from the City Manager and the departments of Public Safety, Planning and Community Development and/or other departments at the City Manager's discretion. Advisory Board, Council and public review are not required for guest presentations.

IV. Guidelines for Temporary Visual Arts Presentations

A. City Arts Program Presentations:

1. **Exhibition Programming:** The Arts Program presents exhibitions featuring primarily the work of outstanding professional artists as an aspect of ongoing programming. Exhibitions have utilized a variety of indoor and outdoor public spaces. The Greenbelt Community Center Art Gallery is the city's primary exhibition space and is reserved for city programming. Information is available online for artists who wish to have their work considered for presentation through the city's exhibition program.
 - a. Arts staff may program exhibitions up to three months in length. If exhibitions are contemplated for locations other than the Greenbelt Community Center Art Gallery, these opportunities will be explored in coordination with the staff who use and maintain the facility in question.
 - b. If the artwork is to be displayed outdoors, staff will also consult with the departments of Public Works and Planning and Community Development.
 - c. If the artwork is to be displayed outdoors for a duration of greater than one week, the artwork will be discussed at a meeting of the Greenbelt Arts Advisory Board at which public comment will be welcome. Input from the Board and community will be taken into consideration by staff.

- d. Formal approval by AAB or Council are not required for the delivery of exhibition programming.

2. Arts Education Program Displays: The Arts Program displays in city facilities artwork which is produced by participants in Greenbelt Recreation arts education programs. Displays have utilized multiple indoor and outdoor public spaces.

- a. Arts staff may display arts education program artwork for up to three months outdoors, and for any length of time indoors. These displays will be presented in coordination with the staff who use and maintain the facility in question. If the artwork is to be displayed outdoors, staff will also consult with the departments of Public Works and Planning and Community Development. Artwork may be removed by the Arts staff at any time as needed. Advisory Board, Council and public review are not required for the display of arts education program artwork.

B. Guest Presentations: The Arts Program will provide applications for Greenbelt-affiliated artists and community organizations that wish to exhibit visual art indoors or outdoors on city property for up to three months.

1. Arts staff will share applications with the staff who use and maintain the facility where the artist or group would like to display their work. These staff may accept or decline the proposal.
2. If a proposal is accepted for an outdoor presentation, it will be subject to additional approvals from the City Manager and the departments of Public Safety, Planning and Community Development and/or other departments at the City Manager's discretion.
3. If the artwork is to be displayed outdoors for a duration of greater than one week, the artwork will be discussed at a meeting of the Greenbelt Arts Advisory Board at which public comment will be welcome. Input from the Board and community will be taken into consideration by staff.
4. Formal approval by AAB or Council are not required for temporary displays by guest artists and organizations.

V. Guidelines for Long-term Visual Arts Presentations

A. Guidelines for Extended Loans or Gifts of Specific, Existing Artworks

Planned duration of installation: greater than three months

These steps apply to the proposed acquisition of specific, enduring works of visual art for extended display on City of Greenbelt property. These works would be owned and/or maintained by the City of Greenbelt unless otherwise arranged.

Loans or gifts may be initiated by any party. All proposed loans and gifts will be directed to city Arts staff.

1. **Proposal Information:** Arts staff will work with the prospective lender/donor to collect information about the artwork and the proposed terms of a loan or gift, including expectations regarding transportation, installation methods, insurance, maintenance, lighting, signage, public access and license to produce images of the work.
2. **Arts Advisory Board:** Arts staff will present the proposed loan/gift to the Arts Advisory Board. If the Board does not grant preliminary support for the loan or gift, the proposal will be modified or declined. If the Board grants provisional support for the offer, their input will also be gathered regarding one or more possible sites for the artwork. Staff will inform Council via the City Manager and City Clerk and proceed with the steps below.
3. **Community Stakeholder Input:** A future Arts Advisory Board meeting will be designated to include an opportunity for public input on the proposed loan/gift. Special effort will be made to inform Council, other advisory boards and community stakeholders of this meeting.
4. **Staff Input:** Information about the proposed loan/gift will be shared with the Departments of Planning and Community Development and Public Works for their input. In addition, the information will be shared generally with staff who work at a facility where the piece may be installed, in order to invite their input.
5. **Conservator Input:** Arts staff may retain the services of a professional conservator to assess the anticipated maintenance needs and longevity of the artwork.
6. **Arts Advisory Board Recommendation:** Based on all of the information collected and a consideration of programming and funding priorities, the Arts Advisory Board will make a recommendation to the Greenbelt City Council via the City Manager and City Clerk regarding whether or not to accept the proposed loan/gift.
7. **Staff Recommendation:** Greenbelt Recreation will also make a recommendation to the Greenbelt City Council via the City Manager regarding whether or not to accept the proposed loan/gift. Staff will include an initial project budget.
8. **Council Decision:** The Greenbelt City Council will decide whether or not to approve the proposed loan/gift.
9. **Staff Implementation:** Should the proposal be approved by Council, Arts staff will: prepare a Loan Agreement or Deed of Gift; coordinate transport of the piece if necessary; coordinate site preparation and installation of the piece – along with lighting and public access as needed -- by the Department of Public Works; have signage made and installed; provide insurance information to the Finance Department; publicize the acquisition and arrange a dedication event if appropriate.

B. Guidelines for the Purchase of Existing Artwork

Planned duration of installation: greater than one year

These steps apply to the acquisition of enduring works of visual art for display on City of Greenbelt property. These works will be owned and maintained by the City of Greenbelt unless otherwise arranged. Acquisitions may be proposed by any party, including but not limited to Council, staff, advisory boards, community organizations, local businesses and residents. All proposals to purchase public artwork will be directed to city Arts staff.

In most cases, artwork will be selected for purchase through an open call for artists. An open call may not be necessary in cases where a specific artwork is of particular interest to the city due to its having been created by a notable Greenbelt resident artist or due to other substantial, community significance.

1. **Proposal Information:** Arts staff will gather information about the proposal to acquire a work of art.
2. **Arts Advisory Board:** Arts staff will present the proposal to the Arts Advisory Board. If the Board does not grant preliminary support, the proposal will be modified or declined. If the Board grants provisional support, their input will be gathered regarding one or more possible sites for the artwork. Staff will inform Council of the Board's position and input via the City Manager and City Clerk.
3. **Staff Recommendation:** Greenbelt Recreation will make a recommendation to the Greenbelt City Council, via the City Manager, regarding the proposed acquisition. If the Department supports the proposal to acquire a work of art, the Department will recommend one or more potential sites for the artwork, prepare a project budget, and nominate an ad hoc **Public Art Project Committee** (hereinafter "the Committee") to guide the acquisition through all stages up to and including the installation and dedication of the artwork. The City Manager will have the authority to approve the composition of the Public Art Project Committee. Staff will proceed with the project unless directed by the City Manager or Council not to do so.
 - a. The committee shall consist of 3, 5 or 7 members, including a representative of the City of Greenbelt's Arts staff and any individual or group representative contributing 51% or more of the amount of the acquisition. Additional members may include: one representative from any (other) community organization co-sponsoring the proposed project through substantial in-kind or financial contribution; community stakeholders for the specific project at hand; and/or individuals otherwise unconnected with the project who have relevant experience with public art projects as artists or administrators. Members of the Greenbelt Arts Advisory Board will not be eligible to serve on the Committee as the Board will be consulted separately for their input.
4. **Call for Artists:** Arts staff will draft a Call for Artists, subject to approval by the Director of Greenbelt Recreation. Artist eligibility must, at a minimum, be open to residents of Maryland, Virginia and the District of Columbia for projects with a budget of \$1,000.00 or more.
 - a. Once approved, staff will publicize the Call, allowing at least 30 days for artists to respond.

- b. Committee members may supplement general advertising of the Call by reaching out to qualified individual artists and inviting them to respond.
 - c. The Committee will review all artist responses and select up to five (5) works of art for further consideration. The Committee may at its option reject all artwork proposed if they see fit. No higher approval will be required for the Committee's selection of artworks.
5. **Community Stakeholder Input:** An Arts Advisory Board meeting will be designated to include an opportunity for public input on the artworks selected for further consideration. Special effort will be made to inform Council, other advisory boards and community stakeholders of this meeting.
 6. **Staff Input:** Information about the art works will be shared with the Departments of Planning and Community Development and Public Works for their input. In addition, the information will be shared generally with staff who work at a facility where the piece may be installed in order to invite their input.
 7. **Conservator Input:** Arts staff may retain the services of a professional conservator to assess the anticipated maintenance needs and longevity of all artworks under consideration.
 8. **Arts Advisory Board Input:** Taking into account all of the information gathered, and giving consideration to programming and funding priorities, the AAB will provide input to the City Council regarding each of the artworks under consideration for purchase.
 9. **Committee Recommendation:** Based on all of the information collected, the Public Art Project Committee will make a recommendation to the Greenbelt City Council regarding which of the artworks – if any – to acquire. The Committee or City Council may at their option reject all of the artwork under consideration if they see fit.
 10. **Council Decision:** The Greenbelt City Council will decide whether or not to approve the Committee's recommendation.
 11. **Staff Implementation:** Should the acquisition be approved by Council, Arts staff will: facilitate the purchase; coordinate transport of the piece if necessary; coordinate site preparation and installation of the piece – along with lighting and public access as needed -- by the Department of Public Works; have signage made and installed; provide insurance information to the Finance Department; publicize the installation and coordinate a dedication event as appropriate.

C. Guidelines for the Commission of Enduring Works of Visual Art

Planned duration of installation: greater than one year

These steps apply to the commission of enduring works of visual art with public and/or private funds for display on City of Greenbelt property. These artworks will be owned and maintained by the City of Greenbelt unless otherwise arranged. Commissions may be proposed by any

party, including but not limited to Council, staff, advisory boards, community organizations, local businesses and residents. All proposals to commission a work of public art will be directed to city Arts staff.

In most cases, artists will be selected through a two-stage process involving a Request for Qualifications and a review of proposals prepared by a limited number of selected finalists.

1. **Proposal Information:** Arts staff will gather information about the proposal to commission a work of art.
2. **Arts Advisory Board:** Arts staff will present the proposal to the Arts Advisory Board. If the Board does not grant preliminary support, the proposal will be modified or declined. If the Board is in favor of pursuing a commission, they will inform Council via the City Manager and City Clerk. The Board will include recommendations for potential sites for the new artwork and/or comments on any site which has been proposed by other parties.
3. **Staff Recommendation:** Greenbelt Recreation will make a recommendation to the Greenbelt City Council, via the City Manager, regarding the proposed commission. If the Department supports the proposal to commission a work of art, the Department will indicate one or more potential sites for the artwork, suggest an appropriate project budget, and nominate an ad hoc **Public Art Project Committee** (hereinafter “the Committee”) to guide the commission through all stages up to and including the installation and dedication of the artwork. The City Manager will have the authority to approve the composition of the Public Art Project Committee. Staff will proceed with the project unless directed by the City Manager or Council not to do so.
 - a. The committee shall consist of 3, 5 or 7 members, including a representative of the City of Greenbelt’s Arts staff and any individual or group representative contributing 51% or more of the amount of the commission. Additional members may include: one representative from any (other) community organization co-sponsoring the proposed project through substantial in-kind or financial contribution; community stakeholders for the specific project at hand; and/or individuals otherwise unconnected with the project who have relevant experience with public art projects as artists or administrators. Members of the Greenbelt Arts Advisory Board will not be eligible to serve on the Committee as the Board will be consulted separately for their input.
4. **First Round of Competition: Request for Qualifications**
 - a. Arts staff will draft a Request for Qualifications (RFQ), subject to approval by the Director of Greenbelt Recreation. The degree of complexity will be tailored to the scope of the project that is envisioned. Artist eligibility must, at a minimum, be open to residents of Maryland, Virginia and the District of Columbia for projects with a budget of \$1,000.00 or more. Artist eligibility may be expanded beyond these states for projects where travel expense reimbursement is available to finalists and to the selected artist.

- b. The city will publicize the competition, allowing at least 30 days for artists to respond. Arts staff will serve as the artists' point of contact throughout the competition and commission process.
- c. Committee members may supplement general advertising of the RFQ by reaching out to qualified individual artists and inviting them to respond.
- d. The Committee will review all artist responses and select up to three finalists. The Committee may at its option reject all applicant artists if they see fit. No higher approval will be required for the Committee's selection of finalists.

5. Second Round of Competition: Finalist Proposals

- a. Arts staff will prepare a packet for finalists containing additional project information and defining final proposal requirements. The packet will be subject to approval by the Director of Greenbelt Recreation.
- b. Selected finalists will be paid an appropriate stipend to develop full proposals including scale renderings, a budget and technical specifications.
- c. Finalists' proposals will be shared with the city's Planning and Community Development and Public Works Departments for their review and input.
- d. A professional conservator may be retained by the Arts staff to review the finalists' proposals and advise on routine maintenance needs and potential long-range conservation issues.
- e. The Committee will host a public design presentation meeting which the artists, City Council members, Arts Advisory Board members, other boards and identified stakeholders will be invited to attend.
- f. The Greenbelt Arts Advisory Board will be asked to provide input to the Committee and the Greenbelt City Council regarding all of the finalists' proposals. Other advisory boards may offer input to Council at their option.
- g. The Committee will consider input from the artists, the public, the Arts Advisory Board, the conservator (as applicable), and the Departments of Public Works and Planning and Community Development, and make a recommendation to the Greenbelt City Council for the selection of (up to) one of the finalists for the project, and up to two of the finalists as alternates (in order of preference). The Committee may at its option reject all of the finalists if they see fit.
- h. City Council approval of the artist selected by the Committee will be needed in order to award contracts and proceed with project implementation.

7. **Artist Contracts:** Should the artist be approved by Council, Arts staff will draft and negotiate a contract with the artist, subject to review and approval by any city departments or agents as directed by the City Manager.

a. Final design drawings and technical specifications will be identified as deliverables under the terms of the artist's contract. These materials will be shared with Council when available on an informational basis but will not require additional approvals beyond the Committee level.

8. **Project Management:** Arts staff will: facilitate scheduled disbursements to the artist; apply for any county or state permits as may be needed; coordinate transport of the piece if necessary; coordinate site preparation and installation of the piece – along with lighting and public access as needed -- by the Department of Public Works; have signage made and installed; provide insurance information to the Finance Department; publicize the acquisition and arrange a dedication event if appropriate.

VI. Collection Management

A. **Records:** Arts staff will maintain records of all major public art works owned by the City of Greenbelt. Staff will supply the city's insurance coordinator with all information necessary to insure public art works of significant value.

B. **Maintenance:** Maintenance of major works in the city's existing collection will have priority over the acquisition of new work with respect to the use of funds available for public art. Maintenance and repairs should be performed by a trained conservator and their staff or interns. Minor cleaning and vandalism mitigation may be performed by city staff upon guidance from a conservator.

C. **Relocation/Removal of Artwork:** The city may find it necessary to relocate a work of art or to remove it permanently from view due to considerations including but not limited to: deterioration of or damage to the artwork; competing need for use of the space; changing community standards and preferences; or loan of the artwork to another agency. Requests to relocate or remove artwork will be referred to the Arts staff and the Arts Advisory Board. If staff and Board recommend that the work be removed from the city's collection through gift, sale, or destruction, this decision will require City Council approval. Relocation or removal of the artwork would be implemented by the Department of Public Works and/or their contractors. Preferred options for the disposition of the artwork would include (but are not limited to): returning the artwork to the artist, or selling the work with proceeds returned to the city's assigned fund for public art.

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

13. RFP Space Planning for Greenbelt Museum Visitor & Education Center and Offices

Suggested Action:

Reference:

Request for Proposal

The Friends of the Greenbelt Museum, Inc. (FOGM) seeks the services of an experienced and qualified registered architect with experience working with museums and museum collections/archives to design the conversion of a residential property and attached garage into a visitor and education center with office space for the Greenbelt Museum. The goal of this project is the development of a fully functional Greenbelt Visitor and Education Center. It will be a space in which we will welcome visitors, hold programs, conduct educational activities, assist researchers, mount small exhibitions, store collection items and administer the museum functions. (BA)

Attachments:

[Request for Proposal.pdf](#)

FIRST DRAFT

REQUEST FOR PROPOSAL

Space Planning for Greenbelt Museum Visitor & Education Center and Offices

Friends of the Greenbelt Museum, Inc.

10A Crescent Rd, Greenbelt, MD 20770

Statement of Intent

The Friends of the Greenbelt Museum, Inc. (FOGM) seeks the services of an experienced and qualified registered architect with experience working with museums and museum collections/archives to design the conversion of a residential property and attached garage into a visitor and education center with office space for the Greenbelt Museum. The goal of this project is the development of a fully functional Greenbelt Visitor and Education Center. It will be a space in which we will welcome visitors, hold programs, conduct educational activities, assist researchers, mount small exhibitions, store collection items and administer the museum functions.

Project Description

The selected contractor shall create architectural drawings and details, specifications, and a cost estimate for the conversion of an existing residential unit and attached garage into museum offices and a visitor/education center, including the cost to purchase furnishings.

Conceptual plans, renderings, and a list of furnishings created under a previous task order will provide the basis for the drawings, details, specifications, and cost estimates produced for this RFP. These materials are included in this RFP package.

Background

The Greenbelt Museum was established in 1987 by a group of volunteers, the Friends of the Greenbelt Museum (FOGM), as part of Greenbelt's 50th anniversary celebration. The group convinced the city to purchase one of the original town homes built in 1937 and to restore it, as close as possible, to its original appearance. The Greenbelt Museum has successfully operated in the 836 square-foot home at 10B Crescent Road as a partnership between the City of Greenbelt, which owns the house and the collection of artifacts, and FOGM, a 501(c)(3) non-profit, which operates the Museum. The house is part of Greenbelt Homes, Inc. (GHI) which is a housing cooperative. Changes to GHI's houses must be done in accordance with the rules and regulations in the GHI Members' Handbook and be approved by the GHI Architectural Committee.

Our mission:

We are a community museum that provides gateways to the New Deal history and living legacy of Greenbelt, Maryland. The Greenbelt Museum inspires residents, students and visitors to explore this planned cooperative community.

The property at 10A, which has served as a residence since it was built, will be renovated to serve as a multi-use space providing museum, education and visitor center functions. The small size of the Museum at 10B has severely limited the number and kinds of programs we can offer. There is currently no indoor space for programming, events, educational activities, research, or on-site administration. The interior space at 10A will allow for the much-needed consolidation of museum activities, which are currently split between the Museum house and off-site offices, archives and storage. The facility at 10A will also provide a first-floor, accessible restroom. In addition, there is no dedicated space within the City where information about its history, current businesses, restaurants, cultural events and recreational opportunities is readily available.

10 Crescent Road is duplex, with one half (10A) to be converted as the Visitor and Education Center, and one half (10B) a residence, and the Greenbelt Museum. The duplex was constructed in 1937. 10A is a two-story building, roughly 1,400 square feet with concrete block walls clad in vinyl siding, a built-up flat roof, and vinyl replacement windows. The building has a one-story attached unfinished garage constructed of concrete block walls, a poured concrete pad, a built-up flat roof and a wooden manual roll up garage door. The interior of 10A has plaster walls (some of which are covered in wallpaper and wood paneling), concrete floor covered in a variety of materials (e.g. parquet flooring, vinyl tile, wall to wall carpet), and applied acoustical tiles on the ceiling. The residence has three bedrooms, two full bathrooms (one of which is an addition off the garden side of the duplex), a kitchen, dining room, living room, and small enclosed porch addition off the garden side adjacent to the bathroom addition.

Scope of Work and Tasks

The Scope of Work includes measured drawings, architectural details, architectural specifications, furnishing list, and cost estimate for the work to convert 10A Crescent Road from residential space into museum spaces and furnish newly converted spaces. Much of the work will involve the conversion of the interior of the building from a residence to a visitor/education center, offices, and archives. Work will involve modifications to the exterior of the building, including the demolition and reconstruction of a small addition at the rear of the building, and to the attached garage. This includes the completion of the following tasks:

- remodel of existing kitchen and dining room to maximize the use of the space to allow for food preparation and staging for events, as well as use as a hands-on history room. The current configuration is inefficient with over-sized appliances;
- conversion of unconditioned garage into a conditioned space with a pedestrian entrance through the museum offices;
- demolition and reconstruction of small addition at the rear of the building that will be an entrance and small gift shop area that comply with the Americans with Disabilities Act;
- conversion of first floor bathroom and other first floor areas into spaces compliant with the Americans with Disabilities Act;
- conversion of living room into a multipurpose area;
- conversion of second floor bedrooms into museum offices, and archives;
- upgrade second floor bathroom with new fixtures and finishes;
- structural analysis of capacity of the second floor to support loading consistent with nonresidential uses;

- consolidation and upgrade of heating, ventilation, and cooling equipment to provide for single control over both 10A and 10B so that temperature and humidity can be maintained at a consistent level necessary for the protection and preservation of historical artifacts and archives.

Deliverables

Final deliverables will include two hard (2) copies and one (1) electronic copy (in pdf format) of:

- 1) Measured drawings and details
- 2) Renderings of interior and exterior spaces
- 3) Construction specifications
- 4) List of furnishings
- 5) Cost estimate to convert space and purchase furnishings
- 6) Structural engineer's report on the ability of 10A to carry loads consistent with its use as commercial space.

Project Schedule

<i>Pre-Proposal Site Visit</i>	<i>October 5, 2018</i>
Project Kick Off (incl. initial site visit)	No later than 30 days after award
Review Scope of Work with FOGM & Museum Staff	No later than 60 days after award
Site Visit	No later than 60 days after award
Preparation of draft deliverables	Six weeks after Site Visit
FOGM Review	2 weeks after submittal
Submission of final deliverables	2 weeks after receipt of FOGM & Museum Staff comments

Submission of Proposal

Sealed bids must be delivered to:
 Friends of the Greenbelt Museum, Inc.
 10A Crescent Road
 Greenbelt, MD 20770
 November 31, 2018
 By 5:00 p.m.

Proposals not received by the time and at the place indicated will not be considered.

The following should be included in the proposal:

- An original and one (1) copy of the proposal.
- Resumes of key personnel

- A concise narrative and description explaining how and why the potential contractor has the necessary experiences and technical knowledge to complete the assigned tasks as laid out in the Scope of Work section of this request for proposal.
- Estimated cost for services.
- A written description (may be accompanied by drawings and other materials) of similar work
- At least three (3) current references (more recent than five years), one of which for the project description referenced in the previous bullet, that will demonstrate that the contractor has the necessary skills and experience to perform this work.
- A schedule to conduct the work that includes milestones, review, and delivery dates as set forth in the Project Schedule.

Evaluation and Award Criteria

The selected contractor will have knowledge and expertise in space planning and in designing museums and archival space. The evaluation of submitted bids will be based upon a combination of the qualifications of the applicant, projected costs, and the estimated ability of the applicant to efficiently completed the scope of work in a timely manner.

Inquiries Concerning This Proposal

Please direct any questions or comments by email to:

Jennifer Ruffner, President
 Friends of the Greenbelt Museum, Inc.
Jen.Ruffner@greenbeltmuseum.org

FOGM reserves the right to accept or reject, in whole or in part, any and all proposals received in response to this Request for Proposal; to wave or permit cure of minor irregularities; and to conduct discussions with any or all qualified third party consultants in any manner necessary to serve the best interests of FOGM. This Request for Proposal creates no obligation on the part of FOGM to award a contract.

Request for Proposal Summary

Project: Space Planning for Greenbelt Museum Visitor & Education Center and Offices

Quote: \$ _____

Please submit additional information on the services you will provide as an attachment.

To be considered, please submit bid by: 5:00 p.m. on November 30, 2018

Friends of the Greenbelt Museum, Inc.
10A Crescent Road
Greenbelt, MD 20770

Company Name

Contact Name

Telephone

Signature

Date

Your signature will guarantee the proposed production quote will be effective for 120 days.

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

14. Accept the Forest Preserve Advisory Board Report #2018-03 Response to a letter in the Greenbelt News Review about prohibited activities in the Forest Preserve

Suggested Action:

Reference:

Forest Preserve Advisory Board Report #2018-03

The Forest Preserve Advisory Board has been made aware of a letter printed in the Greenbelt News Review on March 22, 2018 entitled "Illegal Hunting" that was submitted by Ms. Lynn Slater. During the June meeting of the Forest Preserve Advisory Board Ms. Slater discussed the incident and answered questions from board members. It was decided that a letter should be drafted by the Forest Preserve Advisory Board in response to the actions detailed in Ms. Slater's letter. The Forest Preserve Advisory Board requests that City Council approve the following letter to be printed in the Greenbelt News Review as a letter to the editor.

Council direction is sought. (JM/BA)

Attachments:

[FPAB Report to Council 2018-03.pdf](#)

FOREST PRESERVE ADVISORY BOARD
REPORT TO COUNCIL

Report # 2018-03

SUBJECT: Response to a letter in the Greenbelt News Review about prohibited activities in the Forest Preserve

DATE: 18 September 2018

BACKGROUND:

The Forest Preserve Advisory Board has been made aware of a letter printed in the Greenbelt News Review on March 22, 2018 entitled “Illegal Hunting” that was submitted by Ms. Lynn Slater. During the June meeting of the Forest Preserve Advisory Board Ms. Slater discussed the incident and answered questions from board members. It was decided that a letter should be drafted by the Forest Preserve Advisory Board in response to the actions detailed in Ms. Slater’s letter. The Forest Preserve Advisory Board requests that City Council approve the following letter to be printed in the Greenbelt News Review as a letter to the editor.

RESPONSE LETTER BY THE FOREST PRESERVE ADVISORY BOARD:

This letter is a reply from the Forest Preserve Advisory Board (FPAB) to a previous letter entitled “Illegal Hunting” on March 22, 2018 that was submitted by Lynn Slater. FPAB appreciates having these issues brought to the awareness of Greenbelt residents. The previous letter recounted the distressing experience of seeing two boys, approximately 9 – 10 years old, harassing and possibly killing a raccoon in the Forest Preserve or GHI Woodlands. Such actions violate county and state regulations. If these activities occurred in the Forest Preserve, then they also violate the Greenbelt City Code (section 12-156, “Prohibited activities – hunting, trapping, fishing, driving, harassing or otherwise capturing or harming wildlife.”). Such actions stand in opposition to the vision of stewardship that was embraced by Greenbelt residents when they chose to acquire and protect the lands that make up the Forest Preserve. It is a vision of residents caring for Greenbelt’s forests and protecting them from adversity.

Stewardship is the acceptance of responsibility to shepherd and safeguard the valuables of others. The raccoon incident illustrates that it is not enough for the city to act responsibly toward the Forest Preserve, it is also necessary for each resident to act responsibly toward the wild animals and the rest of the ecosystem in the Forest Preserve. We ask parents and caregivers to foster these attitudes in children. Please tell them about the history of the Forest Preserve and how lucky we are to have this beautiful gem in our city. If unauthorized activities take place in the Forest Preserve, please inform the City Code Enforcement office at 301-345-5417. For immediate response, contact the Greenbelt City Police at 301-474-7200.

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

15. Advisory Board Notice for Forthcoming Development Proposals

Suggested Action:

This item was added by Councilmember Byrd. His motion is to direct City staff to provide notice to the following Advisory Boards/Committees about any and all forthcoming development proposals;

to allow any of the following Advisory Boards/Committees to submit a written request for a presentation from prospective developers on a project that the Board/Committee decides it wishes to formally review; and

to any of these Boards/Committees to submit a written report of its own on proposed development projects that are of importance or concern to the Board/Committee. (Green ACES, Forest Preserve Advisory Board & Advisory Committee on Trees)

City Staff has confirmed that staff liaisons to boards already consult on Advisory Planning Board agenda items and topics. However, Planning staff will expand the APB's distribution list to include all staff liaisons. In addition, while any board already can attend APB meetings and request presentation or make comments. Staff will work to facilitate at least an additional meeting to discuss environmental issues with other advisory boards. This includes boards not noted in the motion, such as Parks and Recreation Advisory Board and Public Safety. (BA)

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

16. Internet in the Community Center

Suggested Action:

This item was added by Councilmember Byrd. His motion is to direct City staff to provide the City Council with a cost/options memo on providing Wi-Fi on the first floor of the Community Center.

Staff reported that the estimated cost is \$1,000 for wiring and about \$500 for software subscription (to be paid every 3 years). Staff notes that construction would provide additional Wi-Fi support to the first floor classrooms. There currently is a portable Wi-Fi unit that is available for staff, renters and individuals upon request. The Senior Lounge has an internet-connected computer and the Multi-purpose room already has Wi-Fi. (CB/BA)

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

17. Fiber Network Task Force

Suggested Action:

This item was requested by Councilmember Byrd. His motion is to create a task force to study the issue of a City-wide fiber network and becoming a broadband community; and allow city staff to advertise an RFP related to the use of PEG access fees to do a feasibility study. (CB/BA)

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

18. Letter to State Retirement Agency on Pension Fund Fossil Fuel Investments

Suggested Action:

Reference:

Draft Letter

This item was requested by Councilmember Byrd. His motion is to send a letter to the State Retirement Agency expressing concerns about the pension fund's fossil fuel investments. Mr. Byrd will provide Council with a draft letter. (CB/BA)

Attachments:

[draft greenbelt letter to state retirement agency on fossil fuel investments.pdf](#)

October 8, 2018

Chairwoman Kopp:

The Greenbelt City Council respectfully requests for the Maryland State Retirement Agency to consider shifting its investment portfolio away from large fossil fuel companies.

As you know, the City of Greenbelt uses the state pension system, and as stakeholders, we are concerned about the system's investments in fossil fuel companies, including:

- BP
- Chevron
- Conocophillips
- Exxon Mobil; and
- Royal Dutch Shell

The City of Greenbelt believes the issue of climate change is a moral one -- that there is a moral need for governments to work towards divestment from companies that significantly contribute to climate change. This issue will especially affect future generations of Greenbelt residents and Marylanders in general, especially those that are not particularly wealthy. Furthermore, while poor people are by no means the biggest emitters of greenhouse gases, poor people will nevertheless disproportionately bear the negative impacts of climate change, because they may lack the resources to respond effectively to this phenomenon. Thus, the City of Greenbelt hopes that its funds, either directly or indirectly, will be used more for renewable energy companies and less for fossil fuel companies and dirty energy.

As you may also know, states like California and New York have taken actions to divest from such companies or otherwise reduce their investments' carbon footprint, and so have major cities like Seattle, Oakland, Minneapolis, and New York City. And we hope the State of Maryland will see fit to follow suit.

At the very least, we would greatly appreciate you providing us with a response explaining more about why the state's pension fund invests in fossil fuel companies and how, if at all, the Maryland state pension system factors in things like its carbon footprint and climate impact when making investment decisions. To be clear, we support high returns on the state pension fund's investments, and we hope and trust good returns

can be achieved for our retirees. But we hope those returns do not come at the expense of the cleanliness of Maryland's environment.

Thank you for your attention to this matter.

Sincerely,

Emmett. V. Jordan
Mayor

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department:

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* 19. Electric Vehicle Charging Station at Roosevelt Center

Suggested Action:

A DC Fast Charging (Level 3) station for Electric Vehicles (EV) was installed at the Municipal Building in the early Fall of 2017. The charging station has been free for all users. In follow-up to council members' request in charging a fee, staff researched potential rates and revenue. There is a one-time setup cost to establish the network for Radio Frequency Identification (RFID) cards to be used by City employees for city vehicles. The RFID is not recommended at this time.

The current network accepts payments from all major credit card providers. If a charging plan is initiated, the Electric Vehicle Institute (EVI) would retain 33% of the billing to cover data, merchant service, and credit card fees; and Greenbelt would receive 67% of the total billings.

Council requested a fee for service be established. It is recommended that Council approve a "pay to charge" rate schedule outlined in the staff report, supporting a maximum charge of \$7.10 for up to 30 minutes of charging. This number was reached assuming a cost of electricity of 13 cents per KW, and based on the station's current usage, EVI's model suggests that the breakeven pricing to use credit cards would be \$2.00 Flat Fee per use (FF) + \$0.17 timed Per Minute (PM).

At the August 13, 2018 City Council meeting it was requested that staff look into 1) the cost of including the replacement value of the charging station in the charging fee, and 2) having a different fee for Greenbelt residents.

EVI, the charging station operator, said it is not capable of providing different rates to Greenbelt residents. In order to collect the \$50,000 replacement cost over a ten year period, a charge of \$5 would have to be implemented in addition to the brake even charge of \$7.10 for 30 minutes.

Public Works investigated additional pricing. \$12.10 for 30 minutes was considered prohibitively expensive. Staff believes the original proposal of \$7.10 for 30 minutes is in line with other EV chargers in the area and does allow for some profit. It is important to note in 10 years prices and technology may be different.

Staff recommends that Council approve a "pay to charge" rate schedule as outlined in the original report, supporting a maximum charge of \$7.10 for up to 30 minutes of charging. (LR)

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department:

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* 20. No New Fossil Fuels in Maryland Campaign Letter

Suggested Action:

Reference:

Draft Letter

At Council's regular meeting held on September 24th, Greenbelt Climate Action Network (GCAN) requested the Greenbelt that City Council send a letter to the Maryland State Delegation (Legislative District 22nd) encouraging them to sign the "No New Fossil Fuels in Maryland Pledge".

Included in Council's packet is a final draft letter of the No New Fossil Fuels in Maryland Pledge addressed to the Maryland State Delegation (Legislative District 22nd) for review.

Approval of this item on the consent agenda will indicate Council's approval of the letter. (BA)

Attachments:

[Ddraft Letter_20.pdf](#)

October 3, 2018

Sen. Paul G. Pinsky
James Senate Office Building, Room 220
11 Bladen St., Annapolis, MD 21401
(410) 841-3155, (301) 858-3155
e-mail: paul.pinsky@senate.state.md.us

Dear Senator Pinsky,

Greenbelt City Council supports the efforts of the Greenbelt Climate Action Network (GCAN) to improve the environment, public health, and job growth. We encourage you to sign the pledge for Maryland legislators GCAN is circulating called the No New Fossil Fuels in Maryland Pledge.

Please find attached the full Candidate Statement of Support. Here's a short summary:

The Pledge - I will oppose any projects that expand fossil fuel production, and its use or transport, and will work to quickly phase out fossil fuels from my jurisdiction. (Note: This pledge does NOT restrict improving or maintaining existing fossil fuel infrastructure, making necessary safety upgrades, or developing emergency backup capacity.)

Since you have been a strong ally of the environment in the past, we encourage you to show your commitment to Maryland's environmental voters this year by signing the attached pledge and emailing it back to GCAN member Kristen Minogue (kristenminogue13@gmail.com), at your earliest convenience. Please feel free to reach out to Kristen if you have any questions.

Sincerely,

Emmett Jordan, Mayor
On behalf of Greenbelt City Council.

cc: Delegate Tawanna Gaines
Delegate Anne Healey
Delegate Alonzo Washington
City Council
Nicole Ard, City Manager
David Moran, Assistant City Manager

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department:

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* 21. Letter to Maryland Transit Administration on Maglev Alternatives Report Status

Suggested Action:

Reference:

Draft Letter

This item was requested by Councilmember Byrd and discussed at the Council's regular meeting held on September 24th. Council voted unanimously to send a letter to Maryland Transit Administration requesting an update on the status of the Baltimore-Washington SC Maglev project.

Included in Council's packet is a final draft letter for review.

Approval of this item on the consent agenda will indicate Council's approval of the letter. (BA)

Attachments:

[Ddraft Letter_21.pdf](#)

September 24, 2018

Mr. Al Khatib:

The Greenbelt City Council respectfully requests for the Maryland Transit Administration to provide an update on the status of the Baltimore-Washington SC Maglev project, including as it pertains to the alternatives report that was supposed to be released in Summer 2018.

As you know, the State said that it would release the preliminary alternatives screening report in January 2018, but that report was not released until February -- the same day that the Maryland House of Delegates Environment and Transportation Committee held a public briefing on the topic.

Similarly, the State has said that the alternatives report would be released in Summer 2018. To this day, there is a section on the B-W Maglev website titled "Where are we in the process?" Under this section, there is a line saying, "The Alternatives Report is anticipated to be published in Summer 2018." However, the seasons have now changed -- we are in the fall/autumn season -- and the alternatives report has not yet been released. Meanwhile, in August, the Washington Business Journal reported that plans to plot Maglev right of way in Maryland were moving forward, saying the related "RFP signals new momentum for the closely watched project."

Given the proposed project's "momentum" and possible significant impact on the City of Greenbelt and the residents herein, the City Council is anxious to review and analyze this report in a timely manner. The City Council hopes that the developer and the State will promote timely transparency about this project proposal throughout the rest of the Maglev review process.

Thank you for your attention to this matter.

Sincerely,

Emmett V. Jordan
Mayor

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department:

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* 22. County Short-Term Rentals Legislation, CB-10-2018 & CB-11-2018 Letter of Support

Suggested Action:

Reference:

Letter of Support, Short Term Rentals, CB-10-2018 & CB-11-2018 (DR2)

At Council's regular meeting held on September 24th, Council voted unanimously to send a letter of support with conditions.

Included in Council's packet is a final draft letter for review.

Approval of this item on the consent agenda indicates Council's approval of the letter. (BA)

Attachments:

[Dtraft Letter_22.pdf](#)

September 26, 2018

The Honorable Dannielle M. Glaros, Chair
Prince George's County Council
County Administration Building
14741 Governor Oden Bowie Drive
Upper Marlboro, MD 20772

Re: Short-Term Rentals, CB -10-2018 & CB-11-2018 (DR 2)

Dear Ms. Glaros:

On September 24, 2018, the Greenbelt City Council voted unanimously to support CB-10-2018 and CB-11-2018 with conditions. The City is in full agreement with the County that there is a need to regulate and enforce short-term rentals in a manner that will ensure that they do not negatively impact neighborhood character and that keep community's safe and secure.

The licensing requirements, rules, regulations and enforcement provisions in CB-11-2018 address many of the concerns that the City conveyed in its letter dated April 10, 2018, to the Planning, Zoning and Economic Development Committee. The City fully supports Council Member Turner's amendment to the legislation that requires an applicant to attest that he/she is in compliance with all homeowner association/condominium owner association/cooperative rules and regulations and is in good financial standing. The City believes this provision is essential to the licensing requirements.

The City respectfully requests that CB-11-2018 be amended to acknowledge that municipalities may also require a short-term rental license, following issuance of a county short-term rental license. In addition, the City requests the Bill be amended to include a provision that recognizes a municipality's right, if it so desires, to enter into a Memorandum of Understanding with the County regarding the implementation and enforcement of some, if not all, of the provisions contained in CB-11-2018. The City also asks that language be added that acknowledges that municipalities are entitled to their share of hotel/motel taxes collected from short-term rentals and platforms operating within their jurisdictions.

Thank you for the opportunity to comment. If you have any questions, please contact Terri Hruby, Planning Director, at 301-474-0569.

Sincerely,

Emmett V. Jordan
Mayor

cc: The Honorable Todd M. Turner, County Council Member
Nicole Ard, City Manager
Terri Hruby, Planning Director

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department:

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* 23. University of Maryland Campus Community Connection

Suggested Action:

On September 11, 2018, former College Park Mayor Andrew Fellows of the National Center for Smart Growth Center and College for Information Studies presented to the Council information about the University of Maryland Campus Community Connection Program.

Staff recommends Council contribute \$15,000 towards the City's participation in the University of Maryland Campus Community Connection Program. This will support the inclusion of Greenbelt in University programs, research, and other activities. This includes collaboration with College Park, Berwyn Heights, Riverdale Park, University Park, New Carrollton, Hyattsville and Prince George's County.

Approval of this item on the consent agenda indicates Council's approval to the financial contribution. (BA)

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department:

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* 24. Arts Advisory Board Report #19-2, Request to Amend Arts Advisory Board By-Laws

Suggested Action:

Reference:

Arts Advisory Board Report #19-2

On September 11th, 2018, Council accepted the Arts Advisory Board Report #19-2.

Approval of this item on the consent agenda indicates Council's approval of the report. (BA)

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department:

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* 25. Greenbelt Advisory Committee on Environmental Sustainability (GreenACES) Recommendation #2018-02, Maryland Public Service Commission's Hearing PC44-Transforming Maryland's Electric Grid, Letter of Support

Suggested Action:

Reference:

GreenACES Recommendation #2018-02

On September 11th, 2018, Tami Watkins, Pepco Public Affairs Manager, presented to the Council GreenACES recommendation to send a letter to the Public Service Commission (PSC) expressing Council's support for expanding electric vehicle charging within the State of Maryland and requesting that PSC prioritize funding to electrify public transportation and develop electric mobility programs for residents who can't afford electric vehicles. The Council voted in the affirmative to support GreenACES recommendation.

Approval of this item on the consent agenda indicates Council's support. (BA)

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department:

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

26. Council Activities

Suggested Action:

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

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department:

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

27. Council Reports

Suggested Action:

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

Attachments:

City Council Agenda Item Report

Meeting Date: October 8, 2018

Submitted by: Bonita Anderson

Submitting Department:

Item Type: MEETINGS

Agenda Section: OTHER BUSINESS

Subject:

V. MEETINGS

Suggested Action:

Council has expressed an interest in scheduling a closed session on Wednesday, October 10th to discuss Personnel-Police. The following motion is needed in order to schedule this meeting.

I move that Council schedule a Closed Session on Wednesday, October 10th at 7:30 pm in accordance with the General Provisions Article 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland, to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Public Hearing - Greenbelt Station Tax Increment Financing (TIF), October 22, 2018

MML – Fall Conference, Wed. – Fri., 10/10- 10/12

National Walk to School Day, Wed., 10/10, 7:00 am

No Meeting , Wed. 10/10

Advisory Board Banquet, Sun., 10/14, 5:00 pm

Advisory Board Interview, Mon., 10/15, 7:40 pm

Work Session – Prince George’s County Fire Department, Mon., 10/15, 8:00 pm

Work Session – TBD, (CC), Wed. 10/17, 8:00 pm

Public Information/Open Meetings Act Training, Thurs., 10/18, 1:00-3:00 pm

Advisory Board Interview, Mon., 10/22, 7:40 pm

Regular Meeting/Public Hearing, Mon., 10/22, 8:00 pm

Four Cities Meeting (Greenbelt), Wed. 10/24, 7:30 pm

Law Enforcement/Firefighter/Public Works

First Responders of the Year Banquet (American Legion), Fri., 10/26, 5:30 pm

Work Session – Green Ridge House Admissions/Smoking Area, Mon, 10/29, 8:00 pm

Work Session – TBD, Wed., 10/31, 8:00 pm

Ready to be scheduled:

County Executive & Councilmember Turner

Fire Department

WSSC

Forest Preserve/Community Gardens

Religious/Spiritual Organizations

Sustainable Land Care Policy

Capital Office Park

Dog Park
CRAB Report – Police Community Relations
Franklin Park
Verizon
WMATA Trail

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

Respectfully submitted,

Nicole Ard
City Manager

Attachments: