



CITY COUNCIL AGENDA

COUNCIL MEETINGS WILL BE ONLINE

Due to the COVID-19 precautions, the Council Meetings will be held online and is planned to be cablecast on Verizon 21, Comcast 71 and 996 and streamed to www.greenbeltmd.gov/municipaltv.

Resident participation:

Join By Phone: (301) 715-8592

Webinar ID: 899 1783 7919

Passcode: 736144

In advance, the hearing impaired is advised to use MD RELAY at 711 to submit your questions/comments or contact the City Clerk at (301) 474-8000 or email banderson@greenbeltmd.gov.

Monday, October 5, 2020

8:00 PM

I. ORGANIZATION

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

II. COMMUNICATIONS

6. Presentations

6a. Sickle Cell Awareness Month Proclamation

Suggested Action:

National Sickle Cell Awareness Month is recognized annually during September in honor of all affected by the disease. Mayor Byrd will present a proclamation in recognition of National Sickle Cell Awareness Month.

[Proclamation_SCD.pdf](#)

6b. Proclamation Honoring Bob Zugby

Suggested Action:

In recognition of Robert “Bob” Zugby, volunteer services as former President of Greenbelt Access Television (GATe) and founding member since 1984. Mr. Zugby will be present to accept the proclamation.

[Zugby proc.pdf](#)

6c. National Hispanic Heritage Month Proclamation

Suggested Action:

National Hispanic Heritage Month: *September 15 to October 15, is National Hispanic Heritage Month. This year's theme, "Hispanics: Be Proud of Your Past, Embrace the Future." Beverly Palau, Public Information and Communications Coordinator, will be present to receive the proclamation and provide an overview of this year's activities.*

[Proclamation_NHHM.pdf](#)

7. Petitions and Requests

8. * Minutes of Council Meetings

Suggested Action:

* Work Session, March 30, 2020

* Work Session, May 27, 2020

* Work Session, June 24, 2020

* Work Session, August 3, 2020

[WS200330.pdf](#)

[WS200527.pdf](#)

[WS200624.pdf](#)

[WS200803.pdf](#)

9. Administrative Reports

10. * Committee Reports

10a. * Advisory Planning Board (APB) Report

Suggested Action:

It is recommended that Council accept this report.

[APB Report 2020_4_Royal Farms.pdf](#)

III. LEGISLATION

11. A Resolution to Authorize the Negotiated Purchase of FY 2021 Legal Services from Alexander & Cleaver PA at an estimated cost of \$205,000.

- 2nd Reading

Suggested Action:

Reference:

Resolution

Adopted Budget Page 52

Memorandum, A. Belton, 09/05/2019

Letter, T. Pounds, 01/11/2018

Mayor Byrd requested that this vendor be removed from the Negotiated Purchase List prior to it being approved by Council on August 10.

The FY 2021 Budget includes \$205,000 for legal services. The majority of these costs are for the services of the City Solicitor, Alexander & Cleaver PA. Since the amount paid to the firm annually is over \$10,000, a Resolution for Negotiated Purchase is required. The legal services line also includes payments to other firms as needed such as Best, Best & Krieger, the City's telecommunications counsel.

Below is a table listing the City's legal services costs since FY 2014.

Fiscal Year	Budget	Actual
2014	86,000	84,000
2015	88,000	86,531
2016	88,000	88,392
2017	88,000	133,454
2018	88,000	91,878
2019	120,000	195,866
2020	165,000	114,500

Ms. Mach introduced this resolution for first reading at the last meeting.

Mayor Pro Tem Jordan requested a breakdown of the City's FY 2020 Legal Services expenditures. In FY 2020, the City paid:

- \$105,500 to Alexander & Cleaver
- \$7,400 to Best, Best & Kreiger
- \$1,600 to Jackson & Lewis

The amounts listed above do not reflect the City's total Legal Counsel costs which include payments for other legal matters such as collective bargaining.

It is recommended the resolution be introduced for second reading and moved for adoption tonight.

[Alexander_Cleaver_Resolution.pdf](#)

[FY 2021 Adopted Budget - Page 52.pdf](#)

[Memorandum, A. Belton, 09.05.2019.pdf](#)

[Letter, T. Pounds, 01.11.2018.pdf](#)

IV. OTHER BUSINESS

12. FY21 Recognition Groups

Suggested Action:

Reference:

GSA Application FY 21

GSA Narrative FY 21

GSA Program Calendar FY 21

GSA Variances FY 21

GSA Letters of Support

GSA Key Personnel FY 21

PRAB Report 20-2 (Greenbelt Soccer Alliance)

The GEMZ Application FY 21

The GEMZ Narrative FY 21

The GEMZ Bio FY 21

The GEMZ Programs

PRAB Report 20-3 (The GEMZ)

It is recommended that Council approve the FY 2021 Recognition Groups applications for Greenbelt Soccer Alliance (GSA) and THE GEMZ.

Council approval is sought.

[GSA Application FY 21.pdf](#)
[GSA Narrative FY 21.pdf](#)
[GSA Program Calendar FY 21.pdf](#)
[GSA Variances FY 21.pdf](#)
[GSA Letters of Support FY 21.pdf](#)
[GSA Key Personnel FY 21.pdf](#)
[PRAB Report 20-2 GSA 9-18-20.pdf](#)
[The GEMZ Application FY 21.pdf](#)
[THEGEMZ_narrative_FY21.pdf](#)
[THEGEMZ_bios_FY21.pdf](#)
[THEGEMZ_programs_FY21_Update.pdf](#)
[PRAB Report 20-3 GEMZ 9-18-20.pdf](#)

13. Hanover Parkway Bikeway Study

Suggested Action:

Reference:

Memorandum, M. Porter, 09/08/2020
Off-Road 30% Design Plans
Advisory Planning Board Report
GreenACES Report
Hanover Pkwy Final Report

On March 2, 2020, the City Council held a Work Session on the Hanover Parkway Bikeway Feasibility Study. This project, partially funded by a grant from the Maryland Department of Transportation Bikeways Program, includes the study of bicycle facilities in the Hanover Parkway corridor between Mandan Road and Good Luck Road and 30 percent designs of bicycle facilities on a priority area of Hanover Parkway between the Spellman Overpass and Greenbrook Drive.

The City's consultant developed two (2) alternatives for bicycle facilities on Hanover Parkway. One alternative was primarily an on-road option (Option A) while the other was an off-road option (Option B). These alternatives were presented to the Advisory Planning Board, GreenACES, Greenbriar Condominiums (Phase I, Phase II, and Greenbriar Community Association Board of Directors), and at a Community Meeting. The information about the project, including the alternatives, was shared with the Greenbelt East Advisory Coalition. These alternatives were also been discussed with the Department of Public Works and the Police Department. While pros and cons were identified for both alternatives, the off-road option was met with the most support.

On March 10, 2020 the City Council voted to support the off-road option and directed staff to authorize the City's consultant to move forward to develop 30 percent design

drawings for the priority area. Since that time the consultant has completed the feasibility study and the 30 percent design drawings. Staff recommends that City Council approve the feasibility study and the 30 percent design drawings for the priority area.

[Memorandum, M. Porter, 09/08/2020.pdf](#)

[Off-Road 30% Design Plans.pdf](#)

[Advisory Planning Board Report.pdf](#)

[GreenACES Report.pdf](#)

[Hanover Pkwy Final Report.pdf](#)

14. Royal Farms Detailed Site Plan (DSP)

Suggested Action:

Reference:

FINAL Staff Report_Royal Farms

APB Report 2020_4_Royal Farms

Royal Farms DSP

Phasing Exhibit

Single Entrance

Green_ACES_Recommend_2020-02_--_Proposed_Royal_Farms_project

Proposed dog relief areas

Proposed Maryland T Intersection

MD 193 at Capital Dr Maryland T Design

Building Renderings

Correspondence Received about Royal Farms DSP

The Applicant, RF Greenbelt RE, LLC, has submitted a Detailed Site Plan to Maryland-National Capital Park and Planning Commission. This DSP is for the construction of a Royal Farms gas station, a food and beverage store, and a second commercial building to be located at the east end of the intersection of Capitol Drive and Greenbelt Road. The uses proposed are permitted uses in the C-O Zone. This DSP has been presented to GreenACES, the Advisory Planning Board, and City Council at the September 2, 2020 City Council Work Session.

During the review process several concerns have been raised about this proposed development, including the proposed second commercial building, traffic concerns, environmental impacts and the proposed site access. Staff has been working with the Applicant to address the comments and concerns raised during the review process.

The Advisory Planning Board has recommended support of this DSP with conditions. GreenACES has recommended against supporting this DSP. Staff recommends that City

Council support this DSP with conditions as detailed in the staff report included in Council's packet. This DSP is scheduled to go before the Prince George's County Planning Board on October 15, 2020.

[FINAL Staff Report_Royal Farms.pdf](#)

[APB Report 2020_4_Royal Farms.pdf](#)

[Royal Farms DSP.pdf](#)

[Phasing Exhibit.pdf](#)

[Single Entrance.pdf](#)

[Green_ACES_Recommend_2020-02_--_Proposed_Royal_Farms_project.pdf](#)

[Proposed dog relief areas.pdf](#)

[Proposed Maryland T Intersection.pdf](#)

[MD 193 at Capital Dr Maryland T Design.pdf](#)

[Building Renderings.pdf](#)

[Correspondence Received about Royal Farms DSP.pdf](#)

15. Zoom Meeting Format

Suggested Action:

Mayor Byrd requested that this item be added to the agenda. On September 21, Council discussed the desire to hold a work session to discuss the zoom meeting format.

Council direction to schedule a work session is sought.

16. Environmental Engineering Firms for Maglev

Suggested Action:

Reference: Email, G. Simmons, 09/24/2020

City Solicitor Todd Pounds and City staff are working on identifying potential environmental engineering firms to address. The matter was discussed at the Special Meetings on Maglev on September 8 and 21. At the latter, Council discussed legal counsel and engineering firms in anticipation of having more information for Council consideration during the September 28 Council meeting.

[Email,G. Simmons, 09.24.20.pdf](#)

17. Racial Equity Resolution/Ordinance

Suggested Action:

Mayor Byrd requested that this item be added to the agenda. Included are the resolution and ordinance drafted by City Solicitor Pounds, including examples for

comparison. Council direction is sought.

[Racial Equity Resolution.pdf](#)

[Racial Equity Ordinance.pdf](#)

[Resolution_example_3854.pdf](#)

[Ordinance_example_3855.pdf](#)

18. Increased Crime on Lakecrest Drive and Adjacent Residential Areas

Suggested Action:

Councilmember Pope requested this item to be added to the agenda.

The motion is request increased police patrols and that a virtual meeting on safety and crime be held with area residents.

An Old Greenbelt Community Virtual Town Hall Meeting was held by the Greenbelt Police Department on September 29, 2020.

19. Council Activities

20. Council Reports

*21. Greenbelt Dog Park Rules and Procedures/Reopening

Suggested Action:

At the Special Meeting held on September 23, 2020

Council had agreed to the following:

- The fees will be \$10.00 per household for residents of Greenbelt (no matter how many dogs) and \$30.00 per household for non-residents.
- Please use Councilmember Davis's rules for the application and applicant signature.
- Public Works would post the rules both inside and outside the park.
- Open park by Monday
- Police Department and Park Rangers would patrol and looking for the current tags.
- Council directed staff to research the camera system and not get any controlled access

Council approval is sought.

[Dog Park Suggested Access Systems.pdf](#)

[Dog Park Survey.pdf](#)

[Dog Park Access Control_LS Quote.pdf](#)

[Dog Park Memo.pdf](#)

[Dog Park Rules Posting.pdf](#)

[Proposed Dog Park Rules v2.pdf](#)

*22. * Reappointments to Advisory Boards

Suggested Action:

Reference: Survey

Isiah Horton has indicated his willingness to continue to serve on the Ethic Commission (EC). Approval of this item on the consent agenda will indicate Council's intent to appoint him to a new term.

V. MEETINGS

Meetings

[meetings.pdf](#)

Stakeholders

[Stakeholder Schedule.pdf](#)

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

Sickle Cell Awareness Month Proclamation

Suggested Action:

National Sickle Cell Awareness Month is recognized annually during September in honor of all affected by the disease. Mayor Byrd will present a proclamation in recognition of National Sickle Cell Awareness Month.

Attachments:

[Proclamation_SCD.pdf](#)

PROCLAMATION

WHEREAS, September is National Sickle Cell Awareness Month; and

WHEREAS, Sickle Cell Anemia is an inherited blood disorder that mostly affects people of African ancestry, but also occurs in other ethnic groups, including people who are of Mediterranean and Middle Eastern descent; and

WHEREAS, an estimated 100,000 Americans live with Sickle Cell Disease in the United States of America. And about 2 million Americans — 1 in 12 African Americans — have sickle cell trait, which means they carry a single gene for the disease, but do not have the disease itself; and

WHEREAS, sickle cell disease is a complex genetic disorder characterized by chronic anemia, episodes of debilitating pain and damage to vital organs; and

WHEREAS, early identification of a child with sickle cell disease coupled with antibiotic prophylaxis by three months of age and early intervention services, helps those with sickle cell disease while researchers continue to search for a cure; and

WHEREAS, there is no universal cure for Sickle Cell Disease, and the average life expectancy is now in the mid-forties years of age.

NOW, THEREFORE, BE IT RESOLVED, I, Colin A. Byrd, by the authority vested in me by the citizens and City Council of Greenbelt, do hereby proclaim the month of September as:

NATIONAL SICKLE CELL AWARENESS MONTH

in the City of Greenbelt, and urge all citizens to observe this month with appropriate programs and activities to eliminate a disease we have known about for more than a century and to work to improve the quality of life of those living with Sickle Cell Anemia.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 5th day of October 2020.

Colin A. Byrd, Mayor

ATTEST: _____
Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

Proclamation Honoring Bob Zugby

Suggested Action:

In recognition of Robert “Bob” Zugby, volunteer services as former President of Greenbelt Access Television (GATe) and founding member since 1984. Mr. Zugby will be present to accept the proclamation.

Attachments:

[Zugby proc.pdf](#)

PROCLAMATION

WHEREAS, Robert “Bob” Zugby has been an invaluable member of the Greenbelt Access Television (GATe) as the founding member and President since 1984; and

WHEREAS, Bob led an exploratory committee in 1984, helped create our public access television station in 1986, and with steadfast volunteer service served as the President and Vice-President for 34 years; now holds the honorary position of President Emeritus; and

WHEREAS Bob is one of the longest-serving volunteers of a Greenbelt community organization;

WHEREAS, through his work with the Greenbelt Access Television for 34 years, Bob has made a significant contribution to the historical record of the City.

NOW, THEREFORE, I, Colin A. Byrd, by the authority vested in me by the citizens and City Council of Greenbelt, hereby issue this proclamation in honor of

ROBERT “BOB” ZUGBY

to recognize and thank him for his extraordinary service and dedication to the Greenbelt community as President and Vice President for the Greenbelt Access Television, Inc.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 5th day of October 2020.

COLIN A. BYRD, Mayor

ATTEST:

Bonita Anderson
City Clerk

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Beverly Palau

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

National Hispanic Heritage Month Proclamation

Suggested Action:

National Hispanic Heritage Month: *September 15 to October 15, is National Hispanic Heritage Month. This year's theme, "Hispanics: Be Proud of Your Past, Embrace the Future." Beverly Palau, Public Information and Communications Coordinator, will be present to receive the proclamation and provide an overview of this year's activities.*

Attachments:

[Proclamation_NHHM.pdf](#)

PROCLAMATION

WHEREAS, each year, Americans observe National Hispanic Heritage Month from September 15 to October 15, by celebrating the culture, heritage, and countless contributions of those whose ancestors were indigenous to North America as well as those who came from Spain, Mexico, the Caribbean, Central America and South America; and

WHEREAS, what began in 1968 as Hispanic Heritage Week under President Johnson and was expanded by President Reagan in 1988 to cover 30 days starting on September 15 and ending on October 15; and

WHEREAS, this year's theme is, "Hispanics: Be Proud of Your Past, Embrace the Future," invites Hispanics to embrace their backgrounds, to be proud of who they are and where they came from; and

WHEREAS, although too numerous to recognize individually by name, Latinos serve as civil rights leaders and community organizers, corporate leaders and elected officials, soldiers, educators, journalists, first responders, pioneers in art and science, healthcare professionals, athletes, inventors, entertainers, and so much more; and

WHEREAS, Hispanics continue their rich history of significant and diverse contributions to the cultural, educational, economic, and political vitality of the City of Greenbelt;

NOW, THEREFORE, BE IT RESOLVED, I, Colin A. Byrd, by the authority vested in me by the citizens and City Council of Greenbelt, do hereby proclaim September 15 – October 15 as:

NATIONAL HISPANIC HERITAGE MONTH

and encourage all residents to honor the Latino community's rich diversity and celebrate the many ways they contribute to our nation and society.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 5th day of October 2020.

Colin A. Byrd, Mayor

ATTEST: _____
Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS

Subject:

* Minutes of Council Meetings

Suggested Action:

* Work Session, March 30, 2020

* Work Session, May 27, 2020

* Work Session, June 24, 2020

* Work Session, August 3, 2020

Attachments:

[WS200330.pdf](#)

[WS200527.pdf](#)

[WS200624.pdf](#)

[WS200803.pdf](#)

SPECIAL WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, March 30, 2020, to discuss the City's Response to COVID-19.

Mayor Byrd started the meeting at 8:00 p.m. The meeting was held virtually via video/audio conference call.

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

Staff present were: Nicole Ard, City Manager; David Moran, Assistant City Manager; Todd Pounds, City Solicitor; Rick Bowers, Police Chief; Terri Hruby, Director of Planning and Community Development; Jim Sterling, Director of Public Works; Greg Varda, Co-Director of Recreation; Joe McNeal, Co-Director of Recreation; Dr. Liz Park, Director of CARES; Laura Allen, City Treasurer; Dale Worley, Director of Information Technology; Beverly Palau, Public Information Communication Officer; Mary Johnson, Director of Human Resource; Charise Liggins, Economic Development Coordinator; Christal Batey, GAIL Program Outreach Coordinator; and Bonita Anderson, City Clerk.

Also present were: Michael Hartman and Bill Orleans.

Discussion or Act on Administrative Matters Related to the Budget and the Charter:

Mr. Jordan stated that this is a Special Meeting of the City Council because Councilmembers Ms. Davis, Ms. Pope, Ms. Mach, and he petitioned the City Clerk, Ms. Anderson, to schedule the meeting. He advised that the City needs to meet twice a month per the City Charter. Mr. Jordan noted the timeframe of the proposed budget needs to be discussed. He indicated that there would be a need for revisions to the budget revenue and expenditures.

Ms. Ard provided an overview of the status of the City staff's preparation of the budget and the current process of staff response to COVID-19. Ms. Ard noted the impact of the COVID-19 situation on the existing and proposed budget. She stated that the recent changes in expenditures included accommodating staff working from home, cleaning, and employee recognition. Employees are mindful of expenditures during this time. Staff is also providing other services/resources to support the community during the pandemic.

Mr. Roberts inquired about holding budget meetings online. Mr. Jordan asked about holding public hearings on the budget. Mr. Pounds noted that the City is in compliance with holding such meetings online. Ms. Davis noted that the budget meeting will be compressed and that the material is needed in advance.

There was discussion about amending the current budget and making this decision online.

Mr. Jordan inquired about the continuation of the City's operations and if action is needed. He also noted the implementation of a schedule for the budget hearing. Mr. Putens stated that the budget would need to be modified.

City Staff Update

Ms. Ard noted that staff is continuing to maintain day-to-day operations. She stated that CARES is continuing counseling services either online or via telephone. The GAIL Department is continuing to provide senior food delivery and diapers to their clients. The recreation facilities are restricted to the public and are in the process of offering online recreation services. Ms. Ard noted that the Planning and Code Enforcement staffs are performing exterior inspections of homes instead of the interior. Code Enforcement Officers are continuing to monitor the private and residential dumpsters. The Clerk's Office can still provide information online or by appointment. The Human Resources Department recently met with three new hires and other employees in their front yard.

Based on a question asked by Mr. Jordan, Mr. Sterling noted that Greenbelt Lake Dam Project is not complete and that the lake water level will be lowered in the next two weeks for pressure grouting to be done around a maintenance hole. He noted that Public Works is ordering plants to reestablish the shoreline. Mr. Sterling stated that the Greenbelt Connection, Cleaning Crews, and the Trash Crews are running full staff, and the other crews are running an alternative shift. Mr. Sterling highlighted some of the projects that Public Works has completed since the City facilities have been restricted.

Ms. Davis inquired about the status of community outreach. Ms. Palau noted that the City's website and social media are updated daily. She also noted that a weekly update is posted in the Greenbelt News Review. Ms. Davis noted that Mayor Byrd has been providing information regarding updates to various organizations and suggested that Mayor Byrd provide this information to Ms. Palau to update the Greenbelt community.

Ms. Ard added the Greenbelt Connection is cleaned twice a day by staff. Mr. Sterling indicated that ridership is down on the Greenbelt Connection.

Mr. Jordan asked about the status of Animal Control and the Animal Shelter. Chief Bowers noted that the Animal Shelter is currently closed to the public. He stated that Animal Control is handling adoption by appointments only. There are presently only cats and a gecko in the shelter.

There was a discussion regarding communications regarding Home Owner Associations (HOAs). Ms. Palau stated she had posted information and updates on the City's website and social media for the Greenbelt community. Mr. Jordan suggested that Ms. Ard contact each of the HOA managers, making them aware of all the guidelines from the County. Ms. Ard noted that she had been engaged with GHI on the continuity of the City services. She stated information changes daily, and that the best place to obtain information is on the City's website and social media.

Ms. Davis suggested that Ms. Liggins, Economic Development Coordinator, follow-up with daycare centers. She also suggested that the City have a Town Hall Meeting.

Mr. Putens asked if the staff has the necessary Personal Protective Equipment (PPE). Mr. Sterling noted a six-month supply of cleaning products and that his staff has limited number of masks, but are struggling to get them. Mr. Sterling stated that other than masks, the rest of the PPEs are in stock.

Mr. Putens left the meeting at 9:14 p.m.

Mr. Michael Hartman, a Greenbelt resident, thanked the Council for having the Special Meeting and wanted to know if the City is supporting the Police Department by providing them with PPEs. He also wanted to thank Ms. Liggins for her assistance in contacting small businesses.

Following Council discussion, Ms. Ard clarified that the current Stay-at-Home Order by the Governor takes effect at 8:00 p.m. and that there isn't a curfew associated with the Order. She stated the Police Department had made adjustments on operating, including entrance into the station. Chief Bowers noted that the Police Department has the necessary PPE's and confirmed that there isn't a curfew regarding the Governor's Stay-at-Home Order.

Receive Updates from Councilmembers and Questions From the Public

Mr. Jordan expressed the importance of residents to get exercise.

Mr. Jordan inquired about the Eviction Fund status and how residents can make donations to the online fund. Ms. Palau noted she would post the Eviction Fund on the City's Facebook page as a fundraiser.

Mr. Roberts asked about the status of the MAGLEV and the Armory. Mr. Pounds indicated that he had followed up with outside attorneys, via phone and letters, and has not heard anything. Mr. Pounds also noted the Greenbelt Armory property status and communicated with a representative from the Office of Real Estate of the Maryland Department of General Services about the City's interest. He will be following up with them when she returns.

Ms. Davis noted that once she receives the Stimulus Check, she would donate it to the Emergency Relief Fund or another organization.

Ms. Pope stated that there is lunch and snack distribution at the Springhill Lake Elementary School. She noted that students could obtain the meals. If parents or guardians obtain the meals without the students, they would need the student's report card or school IDs.

Mayor Byrd inquired about the impact of the Stimulus Bill on the local government and if the City would receive any funds. He also inquired about a recent announcement regarding Fieldstone. Ms. Hruby noted that the recent information from Fieldstone is how the tenants can shelter in place and what the apartment complex was doing. She advised that the letter is posted on the City's website and will forward the Council a copy of the letter.

Mr. Michael Hartman, Greenbelt Resident, asked if the City had any capability to assist any of the small businesses in Greenbelt on the City level. Mr. Jordan noted a Revolving Loan Fund in

Roosevelt Center and would like the fund to expand. He stated there may be some funding through the County, and there is an upcoming webinar. Mr. Hartman advised he thought the Revolving Loan Fund is for renovations. Mr. Jordan suggested that Mr. Hartman follow-up with Ms. Liggins. Ms. Davis commented on Mr. Hartman's concern and noted that the City would need to focus on maintaining the City services. She also noted that the City could not bail out one business and not others. Mayor Byrd indicated the Federal government had a bailout relief fund for small businesses, and there are additional forms of funding.

Federal Legislation

There was a discussion about supporting NLC's effort to impact federal legislation.

Other Business.

Mr. Jordan indicated the need to schedule another meeting next week. Mayor Byrd requested Council meetings on a day other than Monday's due to the County conference calls on COVID-19 updates. Mr. Jordan inquired about the process of holding special and emergency meetings. Mr. Pounds noted that the public would need to be adequately notified.

Mr. Putens indicated he was back at the meeting at 10:02 p.m.

Ms. Davis requested that the Census 2020 be discussed under Other Business.

Ms. Davis indicated that she has been following the Census tracker, and the City is not doing well with only a third of City participants having responded. She noted that more activity needs to be done to promote the Census. Ms. Ard noted the City's advertisements for the Census. Ms. Liggins noted that she reached out to T Rex and will follow-up with them again. Council noted concerns about the lack of advertisement for the Census due to the COVID-19 situation. Ms. Ard noted that Ms. Palau indicated that more promotions are coming for the Census.

Declaration of City State of Emergency

There was a discussion on the Declaration of the State of Emergency for the City. Ms. Ard stated this was needed for financial aid. Ms. Davis moved to authorize the City Manager to Declare the State of Emergency. Mr. Jordan seconded.

Mr. Putens noted that he would vote against the motion because it's not a function of the City Council. It is the function of the Public Safety Officer, who is the City Manager. Mr. Roberts stated he agreed with Mr. Putens and asked whether the declaration help the City.

There was discussion as to the reason for the City to obtain federal funding. Ms. Ard indicated the City was already in the State of Emergency once the Governor declared it. Mr. Jordan noted that the City has a Council-City Manager form of government. He also indicated other concerns for Declaring the State of Emergency. For example, the City Manager can make purchases without the negotiation bidding, and the \$10,000 threshold of significant purchases would be

released. Mayor Byrd indicated that if the City Manager wants to declare a State of Emergency, the Council needs to respect that decision with good judgment.

Ms. Davis amended her motion. She moved that Council support the City Manager to Declare the State of Emergency. Mr. Jordan seconded the amended motion.

Mr. Roberts indicated that he is not in favor of the process, and it's a vote the Council doesn't need to take. He indicated that he would be voting against the declaration, not the action.

Mr. Orleans, Greenbelt resident, stated that this item wasn't on the agenda and suggested that Council add it to the next agenda, so the public can have a chance to make comments.

Vote 4-2 (Mr. Roberts and Mr. Putens opposed). Ms. Mach's vote was not captured.

Ms. Ard read the Declaration of the State of Emergency into the record. She stated that the Declaration would also be provided in Spanish.

Price Gouging in Greenbelt

Mr. Putens requested this item be removed from the agenda. The City Manager shared State resources to address this.

Ms. Davis moved to adjourn the meeting. Ms. Pope seconded. The motion passed 6-0. (Ms. Mach's vote was not captured)

Mayor Byrd adjourned the special meeting of Monday, March 30, 2020, at 10:50 p.m.

The meeting ended at 10:50 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

BUDGET WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, May 27, 2020, to review the Green Ridge House section of the Proposed FY 2021 Budget.

Mayor Byrd started the meeting at 7:30 p.m. It was held virtual by Zoom.

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

Staff members present were: Nicole Ard, City Manager; David Moran, Assistant City Manager; Laura Allen, City Treasurer; Christal Batey, Community Resource Advocate; and Bonita Anderson, City Clerk.

Also present were: Kim Potts, Community Director and HUD Specialist at Green Ridge House; Steve Seh, Community Realty Company; Lore Rosenthal; and Bill Orleans.

Introductions – all members of the Council were present by Zoom.

Mayor Byrd began the meeting with an update regarding COVID-19 testing sites. The Governor's recent press conference on Phase 1 was discussed. Council noted that the City would wait and hear what the County Executive will share during her press conference on the next steps for the County reopening. Ms. Davis noted two informational items: the Tenant Relief Letter and the FCC June 9 meeting.

Introductions were provided by Green Ridge House and City Staff members.

Council reviewed the Green Ridge House section of the budget.

Ms. Batey provided Council with an update on how Green Ridge House handled the building's closure during the COVID-19 pandemic. She noted the different programs that were implemented and the daily support provided to the tenants.

Ms. Kim Potts provided an overview of the status of Green Ridge House. She explained that she has provided the residents with masks, gift cards, and performed other duties by running errands for the residents.

Mr. Steve Seh provided Council with an overview of the status of Green Ridge House and that Ms. Potts is currently residing on-site to provide necessary assistance to the residents.

Ms. Davis asked about the implementation of the solar panels at Green Ridge House. She asked if there has been a canopy and covering installed near the smoking area. Ms. Potts discussed roof repairs and noted that there would not be any covering because within the next five years Department of Housing and Urban Development (HUD) will no longer allow smoking at facilities. Ms. Davis asked about the number of surveillance cameras. Ms. Potts outlined Green Ridge House cameras and locations.

In response to a question about the cost estimate for the solar panel roof replacement, Mr. Seh indicated there wasn't an estimate.

Ms. Pope asked about the request for proposals for the solar panels. Mr. Seh noted that he would be reaching out to several companies that he had worked within the past and request estimates.

Mr. Jordan inquired about the HUD Designation. Ms. Potts stated the HUD Designation changed last year to housing for residents aged 62 years and older. She noted that all current residents had been grandfathered-in.

There was a discussion on the status of rentals. Ms. Potts noted that all units had been rented. Due to the COVID-19 pandemic, two residents haven't moved into their units. Ms. Davis requested an updated copy of the selection process due to the change in the HUD Designation.

Ms. Davis recommended that Ms. Potts or Mr. Seh contact Mr. Steve Skolnik, a Greenbelt resident, as a reference or resource regarding finding the best solar panels for the Green Ridge House.

Mr. Seh noted the accomplishments included completing all three phases of modernizing both elevators, installing a new main entrance canopy, and purchasing new lobby furniture and the conference room chairs for the management office. Mr. Seh provided the budget comments for the Fiscal Year 2021. The miscellaneous administrative costs increased, reflecting counseling services provided to residents at the cost of \$13,000. The service contracts for pest control and security camera services increased.

Ms. Davis suggested not adding late fees to the resident's rent until next year due to the COVID-19 pandemic. She noted the Council would be sending a letter to the landlords in the City with the same suggestion.

Ms. Davis asked if the expenditures always exceed the revenues. Mr. Seh explained that Green Ridge House funds the reserves, if the revenues exceed the expenditures. A request is made to the City for a refund for Capital Expenditures over Revenues.

Mr. Jordan asked about the residents exercising during the pandemic. Ms. Potts noted that residents are getting exercise by walking outdoors. She stated there is not enough space for the residents to exercise indoors and have asked that the residents not congregate in the building's common areas. Mr. Jordan asked if they have plans to submit for reimbursement with Coronavirus Aid, Relief, and Economic Security Act (CARES Act). Mr. Seh noted that Green Ridge House hadn't submitted reimbursement for the CARES Act.

Based on a question asked by Ms. Davis, Mr. Seh advised that the Green Ridge House broker advises the best insurance company to maintain coverage at reasonable pricing.

There was a discussion regarding social activities. Ms. Potts explained that there was great feedback on the grant Ms. Batey was about to obtain for Green Ridge House; so in turn, additional funds were added in the social activity budget to include Tai Chi, Art, Yoga, and residents' trips.

Ms. Davis noted in the Green Ridge Resident Survey, a couple of residents requested that a podiatrist or a hearing specialist provide on-call service. Ms. Batey stated that a mini health fair was planned before the COVID-19 pandemic.

Ms. Lore Rosenthal, 2R Gardenway, noted that the Zero Waste Committee is in the process of applying for a grant regarding a food scrap unit be placed at Green Ridge House. She asked about the contact person for Green Ridge House to send the request. Ms. Potts noted that the request would go to her and Ms. Batey. Ms. Potts advised that Green Ridge House already has a compactor in the trash room and that this may not work, yet she would look into it.

Ms. Batey provided Council with an update on the process of how the residents get to their appointments. She noted that the only challenges she had heard from residents were that some doctors have been providing virtual visits. The majority of the residents do not have the equipment or understanding and interest to visit their doctors virtually.

Mayor Byrd asked about the distribution of masks to the residents and staff and if they're replenished frequently. Ms. Potts stated that she purchased a reusable and washable cloth mask for all the residents. She advised that there are residents making masks and distributing them to other residents in the building.

Ms. Ard asked Ms. Batey to share the creative service that has been provided to the residents with Meals On Wheels. Ms. Batey noted that a resident, Ms. Leslie, delivers meals to her neighbors every day because the Meals On Wheels staff didn't want to go inside the senior building.

Informational items discussed.

Ms. Davis mentioned the possibility of two options, Option 1 to join a collation, file comments by next Monday, but that would cost the City \$2,000; or Option 2 to find a template and the City would draft a letter. Ms. Palau provided a template via email for the City's response to the FCC. Council chose Option two to send a letter. Mr. Jordan suggested that staff provide the Four Cities Coalition a copy of the template.

There was a discussion of the draft Tenant Relief Letter. Ms. Rosenthal requested the timeline of the letter to be sent out. Mr. Orleans also asked when the letter would be sent out. He provided his input for the letter. A list of all recipients would be made available to him.

The meeting ended at 8:58 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, June 24, 2020, to meet with the City Council Advisory Groups' chairpersons.

Mayor Byrd started the meeting at 8:00 p.m. The meeting was held virtually via Zoom.

Present were Councilmembers Judith F. Davis, Emmett V. Jordan, Leta M. Mach, Silke I. Pope, Edward V. J. Putens (8:05), Rodney M. Roberts, and Mayor Colin A. Byrd.

Staff members present were Nicole Ard, City Manager; Rebekah Sutfin, Therapeutic Recreation Supervisor; Greg Varda, Director of Recreation; and Bonita Anderson, City Clerk.

Also present were Charles Jackman, Advisory Committee on Trees (ACT); Keith Chernikoff, Advisory Planning Board (APB); Steve Skolnik, Board of Appeals; Patricia Evans, Board of Elections (BoE); Damien Ossi, Forest Preserve Advisory Board (FPAB); John Lippert, Greenbelt Advisory Committee on Environmental Sustainability (Green ACES) and Greenbelt Green Team; Jake Chestnutt, Park and Recreation Advisory Board (PRAB); Cindy Comproni, Public Safety Advisory Committee (PSAC); Mark Granfors-Hunt, Arts Advisory Board (AAB); Marti Galvin, Senior Citizens Advisory Committee (SCAC); and Arsalan Siddiqui, Youth Advisory Committee (YAC); Melinda Brady, Advisory Committee on Education (ACE); Bill Orleans and others.

Ms. Marti Galvin, Senior Citizen Advisory Committee (SCAC) Chair, commented on the open forum that was hosted by SCAC in September 2019. She noted the three issues that were submitted to Council: the need for senior housing; parking issues at Springhill Lake Recreation; and better lighting and contrast steps at the Community Center. Ms. Galvin stated that SCAC is looking forward to hosting the first virtual open forum in September 2020. She provided updates on the Widow Comfort Support Group and the Not for Seniors Only Event.

Ms. Sutfin, SCAC Staff Liaison, stated that the SCAC just recently held a virtual meeting. The next meeting will be held in July via Zoom and dial by phone.

Mr. John Lippert, Green Advisory Committee on Environmental Sustainability (Green Aces) Chair, provided an update on the committee. He noted that there are currently no vacancies on the committee. Mr. Lippert stated that before the COVID-19, the committee reviewed and provided their recommendations to Council on the Firefly Sanctuary, the NRP Multifamily Project, the Hanover Parkway Bike Path, and on two County Bills (Pesticides Bill and Ban the Straw Bill). He noted that the Green Aces members are also on the Greenbelt Green Team and are in the process of getting the City of Greenbelt certified as a Sustainable Maryland Municipality.

There was a discussion regarding paper recycling. Ms. Davis noted that the contract just ended with the company that accepted paper and cardboard and will be removing their dumpsters from Buddy Attick Park and Greenbelt East.

Ms. Jamie Krauk, Community Relations Advisory Board (CRAB) Co-Chair, stated the Board rotates their meetings to various locations in the City each month. Ms. Krauk noted the Board has been working on Police and Community Relations, a Youth Forum at Roosevelt High School, and the 1033 Military Surplus Equipment. She also noted that CRAB has completed reports on the Holiday Decorating Competition and Celebrating Centenarians. Ms. Krauk stated the Board just completed the Community Clean Up referral.

There was a discussion regarding recruiting advisory board members. Mr. Jordan inquired was there any other effective ways to advertise committee members.

Mr. Steve Skolnik, Board of Appeals (BoA) Chair, stated there are currently three members. He provided an update on the Board's recent activities.

Ms. Cindy Comproni, Public Safety Advisory Committee (PSAC), stated there is one vacancy on the committee. Ms. Davis stated that the Labor Day Festival has been canceled. She suggested at National Night Out that small groups could participate by Social Distancing. Ms. Comproni noted she would provide that suggestion to the PSAC Chair, Dr. Laura Kressler. Ms. Pope noted that PSAC has not had a meeting in months. She inquired about the status of having a virtual meeting. Ms. Comproni stated she would follow-up with Dr. Kressler.

Mr. Keith Chernikoff, Advisory Planning Board (APB) Chair, stated APB is a seven-member board. He provided an update on the Board's recent activities, including reviewing the NCOZ Zone, NRP Multifamily Project, the Beltway Plaza Development, and the biennial review of the Pedestrian/Bike Plan.

Mr. Robert Zugby, Ethics Commission (EC) Chair, thanked Council for increasing the Commission's membership from three to five. He stated that there had not been any cases presented to the Commission in recent years. Due to the COVID-19 pandemic, the Commission hasn't met to review the Financial Disclosure Forms for staff, appointed, and elected officials.

Mr. Keith Murphy, Employee Relations Board (ERB) Chair, stated there are currently no vacancies on the Board. Mr. Murphy noted the Board is currently updating the Board's resource binders and the summaries for employees' grievance and appeal procedures. He advised the Board would be sending Council their recommendation for distribution of the employees' grievance and appeal procedures.

Based on a question asked by Mr. Jordan, Mr. Murphy stated the ERB hadn't discussed additional training in over a year. He noted the ERB attends the Open Meetings Training and other training the City provides all the other advisory board members.

Mr. Jake Chesnutt, Park and Recreation Advisory Board (PRAB) Chair, stated there are currently no vacancies on the Board and there's representation across the City on the Board. He thanked Mr. McNeal, Mr. Varda, and the Recreation Department for the virtual recreation during the COVID-19 pandemic. Mr. Chesnutt noted that efforts have been increased for programming and recreation events in Greenbelt West. He stated that Franklin Park's amenities require repairs to meet the standard of what is being provided in other parts of the City. Mr. Chesnutt requested that there be a consideration to add the Lake Park Master Plan once the FY 21 budget is reviewed. He stated PRAB is looking forward to the Buddy Attick Enhancement Projects, the completed Dam Project, and the Buddy Attick Parking Lot Project. Mr. Chesnutt would like to move forward with the Signage Project at Buddy Attick Park.

Ms. Davis stated the Lake Park Master Plan was deferred not removed from the FY 21 budget.

Mr. Arasalan Siddiqui, Youth Advisory Committee (YAC) Chair, provided an update on the committee. He noted that the YAC has been focusing on crime prevention and school safety improvement. Mr. Siddiqui advised other concerns, including the lighting and safety issues from Eleanor Roosevelt High School to Greenbelt Center by the Baltimore Washington Parkway Bridge. YAC has continued to hold voter registration drives and has discussed having a voter booth in the gym so registered 16 and 17-year-olds could vote in the municipal election during school hours.

Dr. Donna Hoffmeister, Forest Preserve Advisory Board (FPAB) Co-Chair, noted there is an opening on the Board. She provided an update on the Science Fund, the Community Gardens, and requested public input and a public scoping session on the Master Trails Plan.

Ms. Melinda Brady, Advisory Committee on Education (ACE) Chair, provided an update on the committee. She stated the committee had a collaboration with Mr. David Whitman, Beltsville Center for Climate System Observation, on a grant to bring undergraduate students to discuss atmosphere observation potential. Ms. Brady advised that an extension was given to the teachers regarding their grants due to the COVID-19 pandemic. The Educators Awards was provided online due to the pandemic.

Ms. Davis requested an end of year report from the teachers that had Science and Reading Grants.

Dr. Charles Jackman, Advisory Committee on Trees (ACT) Chair, provided Council with an update on the committee's recent activities. He noted the Eleanor Roosevelt Memorial Tree was planted near the Community Center, and a celebration is planned in the Fall.

Ms. Patricia Evans, Board of Elections (BoE) Chair, noted there are currently two vacancies on the Board. She stated the Board is currently preparing the vote by mail report, researching early voting machines and e-polling books.

Ms. Kristin Stenson, Arts Advisory Board (AAB) Chair, noted there are currently three vacancies on the Board. She provided an update on the Board's recent activities, including Mixers and an informational session with the new art policy. Ms. Stenson advised the Board has discussed signage at Roosevelt Center and a public art proposal.

There was a discussion regarding public art. Mr. Jordan suggested a process that artists can use to bid on project sites.

Ms. Pope inquired about the advisory board application. Ms. Ard stated she would follow-up with the City Clerk, Ms. Anderson.

There was a discussion regarding the referral process.

Ms. Davis suggested the Advisory Boards' and Committees' report be posted on the City website. Ms. Anderson noted she would follow-up with placing the reports on the City website.

Informational Items

Ms. Davis mentioned the FPAB 2019 report Sunrise Property that there is not a sign at the Sunrise Tract. She requested that Public Works clean that area and add the Sunrise Tract and regulation signage.

Based on a question asked by Mr. Jordan, Ms. Ard noted that staff has focused on the outside pool; sod has been placed near the Recycling Center; the City playgrounds; and the fitness area at Schrom Hills Park. She stated that the Police, Recreation, and Planning staff discussed the rules and regulations for the Dog Park.

Ms. Davis inquired if the Trinity Assembly of God has a food bank. Ms. Ard stated she did not know, but she will follow-up.

Mr. Puten inquired whether there was an issue with kids riding their bikes at the tennis courts and requested signage to prohibit bike riding at the tennis courts. Mr. Varda noted that parents take their kids to teach them. Mr. Jordan stated that this does happen often.

Mayor Byrd inquired if Council wanted to be briefed on the Opioid Lawsuit at the upcoming Closed Session. He noted the attorneys have provided a draft of the lawsuit. Council agreed to add this item to the upcoming Closed Session meeting.

The meeting ended at 9:45 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

DRAFT

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, August 3, 2020, to meet with Civic Associations.

Mayor Byrd started the meeting at 8:04 p.m. The meeting was held virtual via Zoom.

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

Staff members present were: Nicole Ard, City Manager; David Moran, Assistant City Manager; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also present were: Darlene Simmons and Bill Brabble, Belle Pointe Homeowner Association; Robert Goldberg-Strassler, Boxwood Village Civic Association; Debra Eubanks, Greenspring I HOA; Daisy Brown, Charlestown Village HOA; Peter Cooper, David Shapiro, and Bob Rand, Woodland Hills; and Bill Orleans.

COVID-19 Updates: Mayor Byrd asked how the City is preparing for Tropical Storm Isaias. Ms. Ard advised City staff is on-call to deal with any issues related to the tropical storm. She noted that City staff has been clearing storm drains and will be monitoring the Buddy Attick Lake. Mayor Byrd inquired about the reopening of the Greenbelt Aquatic & Fitness Center Pool. He expressed that he would like the younger children and swim team to have access to the pool. Ms. Ard explained she spoke with Mr. Greg Varda, Director of Recreation. Ms. Ard and Mr. Varda will debrief the next day and look at the next steps and phase on reopening. Ms. Ard advised the swim team was not operating this summer. She provided an update on the Friends of the Old Greenbelt Theater Moonlit Movies. Ms. Ard noted that some of the rows of the circles purchased for the movie had to be removed per the Governor's recent Executive Order.

Mayor Pro Tem Jordan asked each association to provide an update.

Darlene Simmons stated there are 97 townhomes in Belle Pointe. She noted that Belle Pointe is a private HOA with a small HOA Board that monitor a conveyance and bylaws.

Robert Goldberg-Strassler stated that Boxwood Village Civic Association is transitioning, and the new leadership will be determined in the near future. He reported that the Boxwood Village Civic Association Scholarship Committee would be announcing the recipient of the Boxwood Village Civic Association Scholarship next week. Mr. Goldberg-Strassler noted that 15 homes participated in a community yard sale. The money earned was donated to the Greenbelt Elementary PTA and the Boxwood Village Civic Association Scholarship Fund. Mr. Goldberg-Strassler noted that the young adults of Boxwood Village organized yard and bake sales. The money earned, \$3,500, was donated to Black Lives Matter and DC Freedom Fighters. He noted the Boxwood Village Civic Association would like the City to research a speed hump or traffic calming action at Lastner Lane and Ivy Lane.

Debra Eubanks stated she had inquiries from homeowners regarding work vehicles parked on the street. She indicated looking forward to having a Greensprings I HOA meeting soon due to the COVID-19 pandemic.

Ms. Pope expressed her concern regarding speeding on Lakecrest Drive at Prince James Way and requested the City research speed humps at that intersection. Ms. Simmons noted that the

Belle Pointe HOA surveyed the homeowners' regarding the installation of speed bumps. She wanted to follow up with Council regarding posting miles per hour signage on residential streets. Ms. Pope noted that the City conducted research last year, with speed measuring devices, and noted that there was not a lot of speeding vehicles in the area. Ms. Simmons advised the speeding is where Lakecrest Drive turns into Prince James Way. Ms. Davis noted that the associations could install speed humps within their development but have to account for issues with snowplows and emergency vehicles. Ms. Davis suggested the City staff could research adding additional speed humps on City streets.

Daisy Brown provided an update on Charlestown Village and requested that the police conduct more patrols in the community. Ms. Brown requested clarification regarding the City installing speed humps in private developments. Ms. Davis explained that the City doesn't install speed humps on private streets, which would be the responsibility of the association.

Peter Cooper provided an update on Woodland Hills and noted that the Woodland Hills HOA's primary focus is to maintain the community property between Northway and Woodland Way. He stated that the association maintains the woodland and host a community meeting once a year on the 2-acre parcel. Mr. Cooper stated that the pedestrian crosswalk signal at St. Hughs is on the fritz. He inquired about the City maintaining the parcel at Woodland Way and Crescent Road that the City purchased from Woodland Way. He stated the association was concerned about scrub pine and dead trees being a fire hazard. Mr. Cooper indicated the association was maintaining the trails as agreed, yet the City has not. Ms. Davis requested that the City staff follow-up on the trail maintenance. Based on a question asked by Mr. Roberts, Mr. Cooper stated that he would follow up.

Ms. Davis asked did the associations have any issues with short-term rentals or rental properties. Ms. Simmons advised that Belle Pointe had some issues with renters following the bylaws and that the management company, Chambers Management, would send letters to the property owner. Ms. Simmons noted that the association had to address noise complaints and had contacted the police for assistance. Ms. Brown noted that many owners do not inform the renters of the community's rules.

Mr. Brabble expressed his concern with late-night vandalism at Belle Pointe regarding vehicles.

Mr. Jordan asked how were the associations dealing with the COVID-19 pandemic. Ms. Simmons stated that Belle Pointe HOA Board has been meeting virtually with Zoom. She stated the association hasn't received any notification from owners regarding the impact of COVID-19.

Ms. Simmons stated that Belle Pointe had an increase of vandalism within the past two years. She noted that graffiti has been spray-painted on the fence on Vanity Fair Drive. The homeowners have been working with the USPS in regards to the graffiti on the mailboxes. Ms. Davis advised graffiti should be reported to the police. Ms. Pope noted that the Belle Pointe HOA had replaced some of the fencing with that was damaged with graffiti, and the American Legion had taken care of the tree branch that was on their property.

There was a discussion regarding homeowners' association fees. Ms. Davis stated that GHI had a program if the homeowner was unable to pay their fees and asked for assistance the fees could be deferred up to next year. Ms. Pope stated that the HOA would assist individuals that came and asked for assistance. She noted that the HOA fees pay for trash pickup and other services,

including street maintenance. Ms. Brown agreed with Ms. Pope that the HOA would assist individuals that came and asked for assistance. She noted that the bills still needed to be paid.

Mr. Jordan inquired if the City could do more to support the HOAs and the residents.

There was a discussion regarding paying municipal taxes and what services do the HOAs receive. Ms. Simmons stated that the trash services and contractors are paid from HOA fees. Mr. Roberts stated that the residents that receive the City trash service pay an extra fee. He noted that HOAs aren't paying for services they aren't receiving. Ms. Pope stated the City's trash services is not included in the City taxes, but is paid separately by communities that opt to using the Cities trash service, and that is why Belle Pointe HOA switched to a private contractor.

Ms. Davis noted that the City's website has an email notification regarding updated calendar events. Ms. Davis suggested that Ms. Beverly Palau, Public Information and Communications Coordinator, send the HOAs invitations to sign up to the City's website to receive email notifications.

There was a discussion regarding the Maglev. Mr. Cooper asked the status of the Maglev. Mayor Byrd noted that maps were released regarding the Maglev and the Forest Preserve. Ms. Davis noted that the Council was scheduling a work session regarding the Maglev. She suggested forming a coalition with other cities and organizations to stop the Maglev. Mr. Roberts noted that the City is researching legal representation regarding the Maglev. Ms. Mach noted that the Maglev route is next to the National Security Agency and that would be dangerous.

Ms. Pope expressed her concern regarding limited sight for vehicles entering and exiting Charlestown Village onto Lakecrest Drive. She suggested removing a parking space from the curb cut on Lakecrest Drive or moving it back, so it would be safer for vehicles to enter or exit the community. Ms. Davis stated that Council received an email from Mr. Jim Sterling, Director of Public Works, advising staff had researched her previous concern. Ms. Pope requested staff to research the request again because that blind spot is hazardous. Ms. Brown agreed with Ms. Pope, noting the blind spot is very dangerous. She suggested removing a parking space from the curb cut or moving the parking space back.

Mr. Goldberg-Strassler asked did the City make any progress addressing the dead zone cell issues. Ms. Ard stated that HOAs and individuals reached out to cellphone providers directly. She noted that the Council is in the process of establishing standards for small cell towers. Ms. Davis noted that Council is researching Citywide broadband to address the issue.

Ms. Simmons noted that Belle Pointe had had issues with Verizon and Comcast not maintaining their equipment. She stated she had met with the Verizon representatives and pointed out all damaged and exposed equipment in Belle Pointe. Ms. Simmons stated that Comcast has been unresponsive. Ms. Pope stated she is in the process of submitting City ordinances regarding this issue. She advised that she and her neighbor conducted a walk through Belle Pointe and submitted an email to the Belle Pointe HOA Board and Ms. Palau, along with pictures. Ms. Davis stated the City is in the process of negotiations with Verizon and Comcast on their contracts. She suggested incorporating maintenance and replacing old equipment in the contracts.

Informational items –

Ms. Davis asked about the status of scheduling a Maglev work session. Ms. Ard stated that Ms. Hruby was in the process of inviting speakers and a Maglev representative. Ms. Ard also stated she had been in touch with representatives of the Federal Rails. Ms. Davis stated that she would hold off on providing her report on the Maglev until the work session.

The meeting ended at 9:34 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

DRAFT

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Molly Porter

Submitting Department: Planning

Item Type: Board and Committee Reports

Agenda Section: COMMUNICATIONS

Subject:

* Advisory Planning Board (APB) Report

Suggested Action:

It is recommended that Council accept this report.

Attachments:

[APB Report 2020_4_Royal Farms.pdf](#)

**ADVISORY PLANNING BOARD
REPORT TO COUNCIL**

**REPORT NO. 2020-04
DATE: September 22, 2020**

SUBJECT: Royal Farms – Detailed Site Plan

BACKGROUND:

On August 19, 2020 the Advisory Planning Board received a presentation from the Applicant for the proposed Royal Farms development project at the north-eastern side of the intersection of Greenbelt Road and Capitol Drive. The Board also discussed the Detailed Site Plan (DSP) for this project on September 2, 2020 and September 16, 2020. The Applicant's initial proposal was for the construction of a Royal Farms gas station and associated food and beverage store, as well as construction of a separate commercial building with specific use to be determined.

ANALYSIS:

During discussions the Board raised a number of questions and concerns as to the demand for this project and its component parts, retention of existing trees along the frontage with Greenbelt Road, the safety and efficiency of traffic flow around and within the site, and the importance of retaining the Toaping Castle historical site.

Demand for Project

With regard to demand for the project overall, the board asked for the applicant to explain their evidence of demand for this use in particular, for which they pointed to Royal Farms' desire to build at this location as the indicator of demand. The applicant further pointed to the presence of several hotels in close proximity, as well as the nearby interchanges and ramps for various state and interstate highways. Several board members expressed doubt that not only was demand for an additional gas station in Greenbelt questionable, but also that it would negatively affect established locally-owned small businesses (e.g., the Sunoco and BP stations in Old Greenbelt). The conclusion, however, was that the combination of gas and prepared food offerings of Royal Farms (e.g., sandwiches, fried chicken) would be of value to the community.

The Board also discussed the proposed second commercial building. The Board was not in favor of including the second commercial building without a determined use, and preferred that this portion of the site be left undeveloped. At the September 16, 2020 APB meeting the Applicant agreed to remove the architecture for the second commercial building from this Detailed Site Plan and leaving the site as grass, while still grading and installing the required infrastructure for future construction. However, a second DSP would be required to allow for future construction of the additional commercial building.

In addition, the Board discussed the importance of electric vehicle (EV) charging stations. The Applicant agreed and pointed to ongoing relationships between Royal Farms, Tesla, and Chargepoint for the installation and maintenance of EV charging stations. The applicant has agreed to install the base infrastructure for two (2) EV charging stations to enable the future installation of charging stations if supported by customer demand (determined by actual customer requests).

Retention of Trees along Greenbelt Road

Of particular concern for the Board was the proposed clearing, under a separate permit, along the southern portion of the site in the State Highway Administration right-of-way along Greenbelt Road (MD-193). The Board understands that this proposed clearing is to facilitate the planned stormwater management system, but strongly felt that non-invasive trees in this area should be preserved to the maximum extent possible. Furthermore, during discussions, representatives from Greenbelt National Park expressed their concern that such a development in this location would degrade the “viewshed” of the parkland and also have a negative effect on the stormwater flow and prevalence of litter moving into the Park across MD-193. To mitigate such effects, the Board recommends that City Council appeal to the State Highway Administration and express strong support for preserving the existing native trees to the maximum extent possible in any permit approval process for the right-of-way.

Traffic Safety & Efficiency

During the Board’s meeting on September 16, more than half of the discussion time was focused on traffic measures to mitigate anticipated unsafe conditions from increased traffic in and out of Capitol Drive at the intersection with Greenbelt Road. To address these concerns, the Applicant proposed the construction of a Maryland “T” intersection at this location, with a dedicated and restricted entry lane for cars turning left from Capitol Drive onto eastbound Greenbelt Road that extends past the entrance onto the B-W Parkway. Nevertheless, the Board expressed a strong preference for prohibiting left turns on to Greenbelt Road, but agreed to support the Maryland “T” intersection if prohibiting left turns was not feasible according to SHA. The Board also strongly favors the installation of a sign at the exit of the site that would direct motorists to use the signalized intersection at Greenbelt Road and Walker Drive for those motorists wanting to travel east on Greenbelt Road.

The Board also discussed entrance to the site from Capitol Drive, and internal circulation within the site. The Applicant initially proposed two (2) curb cuts to the site: one to accommodate cars entering and exiting the site to visit Royal Farms, and one to accommodate cars entering the site for direct travel to the additional commercial building. The Board expressed concerns about this proposal and recommended that the entrance only drive be removed. At the September 16, 2020 APB meeting the Applicant proposed a revised entrance that would provide for a single entry/exit driveway and internal channelization of traffic, with the expectation that the planned

one-way drive along the south side of the property would be built at the time of construction of the planned commercial building, but with an internal entry on the site. The Board accepted this proposal.

Historic Preservation

The Board also discussed amenities for the Toaping Castle Site, including interpretive signage, and were informed that the Toaping Castle was recently designated as a Historic Site by the Prince George's County Historic Preservation Commission. The Board felt that the Applicant's planned measures to preserve the site were responsive and respectful of its historical significance and appreciated the Applicant's commitment to work with local stakeholders to ensure the Toaping Castle site is properly recognized.

RECOMMENDATION:

On September 16, 2020 the Board voted 5-0 to recommend that City Council support the subject DSP with the following conditions:

1. Infrastructure for two vehicle charging stations shall be installed with the site development to facilitate the installation of charging stations in the future
2. The Applicant shall work with Planning Staff, the Greenbelt Museum Coordinator, and County Historic Preservation Staff on an interpretive panel for the Toaping Castle Site
3. The Applicant shall remove the architecture for the second commercial building, therefore a separate DSP will be required to allow for the construction of the second commercial building.
4. The Applicant shall revise the entrance to the site to provide for a single driveway and internal channelization.
5. The Applicant shall agree that all lighting will be certified by the International Dark Sky Association.
6. The Applicant shall provide to City Staff for review and comment copies of the permit application for the proposed work in the State Highway Administration. The Board also recommends that City Council appeal to SHA for the retention of trees in SHA right-of-way to the maximum extent possible.
7. The Applicant shall agree that the Royal Farms will be constructed in accordance with their sustainable construction practices.
8. The Applicant shall agree to provide \$3,500 of funding to the City of Greenbelt to be used for cyclist improvements throughout the City.
9. The Applicant shall agree to utilize 5' trees rather than 18' seedlings in the reforestation area on the site, and elsewhere trees are planted.

10. The Board strongly prefers prohibiting left turns at Greenbelt Road and Capitol Drive. If this option is not feasible the Applicant shall propose to construct a Maryland “T” intersection as described above.
11. The Applicant shall install a sign at the exit of site directing motorists wishing to travel east on Greenbelt Road to utilize the signalized intersection at Walker Drive and Greenbelt Road.

Respectfully submitted,

Keith Chernikoff
Chair

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: David Moran

Submitting Department: Administration

Item Type: Resolution

Agenda Section: LEGISLATION

Subject:

A Resolution to Authorize the Negotiated Purchase of FY 2021 Legal Services from Alexander & Cleaver PA at an estimated cost of \$205,000.

- 2nd Reading

Suggested Action:

Reference:

Resolution

Adopted Budget Page 52

Memorandum, A. Belton, 09/05/2019

Letter, T. Pounds, 01/11/2018

Mayor Byrd requested that this vendor be removed from the Negotiated Purchase List prior to it being approved by Council on August 10.

The FY 2021 Budget includes \$205,000 for legal services. The majority of these costs are for the services of the City Solicitor, Alexander & Cleaver PA. Since the amount paid to the firm annually is over \$10,000, a Resolution for Negotiated Purchase is required. The legal services line also includes payments to other firms as needed such as Best, Best & Krieger, the City's telecommunications counsel.

Below is a table listing the City's legal services costs since FY 2014.

Fiscal Year	Budget	Actual
2014	86,000	84,000
2015	88,000	86,531
2016	88,000	88,392
2017	88,000	133,454
2018	88,000	91,878

2019	120,000	195,866
2020	165,000	114,500

Ms. Mach introduced this resolution for first reading at the last meeting.

Mayor Pro Tem Jordan requested a breakdown of the City's FY 2020 Legal Services expenditures. In FY 2020, the City paid:

- \$105,500 to Alexander & Cleaver
- \$7,400 to Best, Best & Kreiger
- \$1,600 to Jackson & Lewis

The amounts listed above do not reflect the City's total Legal Counsel costs which include payments for other legal matters such as collective bargaining.

It is recommended the resolution be introduced for second reading and moved for adoption tonight.

Attachments:

[Alexander_Cleaver_Resolution.pdf](#)

[FY 2021 Adopted Budget - Page 52.pdf](#)

[Memorandum, A. Belton, 09.05.2019.pdf](#)

[Letter, T. Pounds, 01.11.2018.pdf](#)

Introduced:
1st Reading:
2nd Reading:
Passed:
Posted:
Effective:

RESOLUTION NUMBER XXXX

A RESOLUTION TO AUTHORIZE THE NEGOTIATED PURCHASE OF FY 2021 LEGAL SERVICES FROM ALEXANDER & CLEAVER, PA AT AN ESTIMATED COST OF \$205,000.

WHEREAS, the City Solicitor attends certain City Council meetings, provides legal research and opinions as required and represents the City in administrative and court proceedings not covered by insurance counsel; and

WHEREAS, the City issued a Request for Qualifications (RFQ) in 2017 for the services of a new law firm to serve as City Solicitor; and

WHEREAS, four firms responded to the City's RFQ and a panel of City staff and the City's prior legal counsel recommended Alexander & Cleaver; and

WHEREAS, the firm of Alexander & Cleaver was appointed by the City Manager with the consent of the City Council on January 8, 2018; and

WHEREAS, the FY 2020 Adopted Budget includes \$205,000 for legal services. NOW, THEREFORE,

BE IT RESOLVED by the Council of the City of Greenbelt, Maryland, that the City Manager be authorized to contract with Alexander & Cleaver, PA to provide FY 2021 legal services at an estimated cost of \$205,000.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of _____, 2020.

Colin A. Byrd, Mayor

ATTEST:

Bonita Anderson, City Clerk



Legal advice and service to the City Council, City Manager and city departments are provided by the City Solicitor.

The City Solicitor is not an employee of the city, but is retained by the city. The City Solicitor attends council meetings and provides research and issues legal opinions as requested. The City Solicitor represents the city in all administrative and court proceedings not covered by insurance counsel.

BUDGET COMMENTS

- 1) In January 2018, the law firm of Alexander & Cleaver, located in southern Prince George's County, was selected to replace the previous firm after it dissolved due to the retirements of the principal owners.
- 2) Collective Bargaining, line 31, tracks the expenses related to the cost of contract negotiations with the Fraternal Order of Police (FOP) Lodge 32. A three year agreement was negotiated in FY 2017 to cover FY 2018, 2019 and 2020. Negotiations for the next contract are underway.

LEGAL COUNSEL Acct. No. 150	FY 2018 Actual Trans.	FY 2019 Actual Trans.	FY 2020 Adopted Budget	FY 2020 Estimated Trans.	FY 2021 Proposed Budget	FY 2021 Adopted Budget
OTHER OPERATING EXPENSES						
30 Legal Services	\$91,878	\$195,866	\$165,000	\$205,000	\$205,000	\$205,000
30 Legal Svcs. - Maglev	0	0	0	50,000	0	0
31 Collective Bargaining	61,016	15,246	30,000	30,000	30,000	30,000
Total	\$152,893	\$211,112	\$195,000	\$285,000	\$235,000	\$235,000
TOTAL LEGAL COUNSEL	\$152,893	\$211,112	\$195,000	\$285,000	\$235,000	\$235,000

David Moran

From: Anne Marie Belton
Sent: Thursday, September 5, 2019 3:31 PM
To: David Moran
Subject: FW: Fiscal Year 2018 Billing Reconciliation

Further follow-up to A & C billings/agreement.

AM

From: Jeffrey Williams
Sent: Wednesday, July 11, 2018 1:20 PM
To: Anne Marie Belton
Subject: FW: Fiscal Year 2018 Billing Reconciliation

From: Jeffrey Williams
Sent: Tuesday, June 26, 2018 8:51 AM
To: tpounds@alexander-cleaver.com
Cc: Nicole Ard
Subject: Fiscal Year 2018 Billing Reconciliation

Todd,

As we discussed last week, please forward the reconciliation between the payments Greenbelt has made with the actual charges accrued to our account in Fiscal Year 2018 with Alexander Cleaver. The City discussed two billing methods at the beginning of our relationship: a monthly allotment that is reconciled at the end of a fiscal year and actual billing.

Because both methods yield the same result in terms of what the final billing will be in a fiscal year, I believe that it is beneficial for both parties to use the latter method beginning July 2018. The additional step to reconcile the monthly billing method to determine what the City actually owes ultimately increases the time required to determine the final amount due. Further, the actual billing method will show a more accurate cost picture throughout the fiscal year.

Therefore, I believe strongly that the billing going forward into Fiscal Year 2019 should reflect the actual charges incurred each month by the City rather than continuing the practice of a monthly allotment that is reconciled at the close of each fiscal year.

I have copied City Manager Nicole Ard so that she may weigh in on this matter as well.

Thank you,

Jeff

Jeffrey L Williams
City Treasurer
City of Greenbelt, Maryland

ALEXANDER & CLEAVER

ATTORNEYS AT LAW
Professional Association

Gary R. Alexander ^{MD DC VA FL}

James A. Cleaver ^{MD DC}

Robert J. Garagiola ^{MD DC}

Todd K. Pounds ^{MD DC}

Jason A. DeLoach ^{MD DC}

James K. McGee ^{MD DC}

Whitney Cleaver Smith ^{MD DC VA}

David N. Hruza ^{MD}

Jennifer S. Lancaster ^{MD DC}

Aubrey E. Mirkin ^{MD DC VA}

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Tyler W. Bennett

Molra R. Cyphers

Davion E. Percy

Isaac N. Meyer

L. Alexandra Shull

Josh Howe

January 11, 2018

Ms. Nicole Ard
City Manager
City of Greenbelt
25 Crescent Road
Greenbelt, MD 20770

Re: Legal Representation

Dear Ms. Ard:

Thank you for giving Alexander & Cleaver, P.A., the opportunity to represent you The City of Greenbelt. This communication is intended to confirm the engagement of Alexander & Cleaver, P.A., and is subject to the terms below and the attached Terms of Engagement for Legal Services (Attached).

The fee arrangement shall be a fixed retainer of \$7000.00 per month, to cover all legal services on behalf of The City of Greenbelt unless otherwise designated and agreed between the parties. Client understands that no legal work will be performed and this firm is not officially retained until the retainer fee is paid. Costs associated with said legal representation shall be separately billed.

If you have any questions with regard to the billing, please contact me or our Accounting Department.

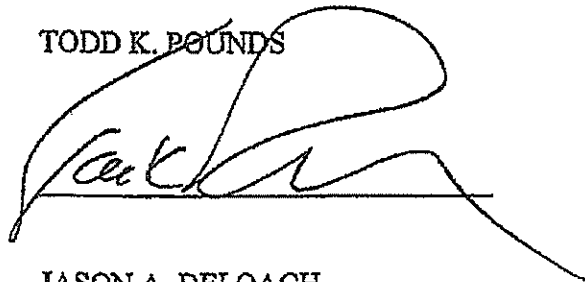
Ms. Nicole Ard
January 11, 2018
Page 2

Please sign your name below indicating your acceptance of the engagement and the Terms of Engagement for Legal Service attached and return it to me. A copy is enclosed for your records. Should you have any questions regarding the fee arrangement or the representation at any time, please do not hesitate to contact the undersigned.

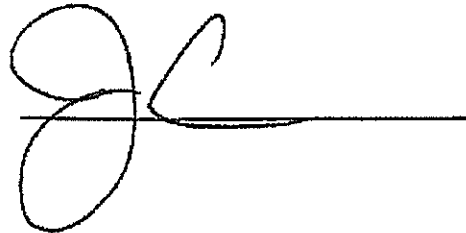
Very truly yours,

ALEXANDER & CLEAVER, P.A.

TODD K. POUNDS

A handwritten signature in black ink, appearing to read 'Todd K. Pounds', written over a horizontal line.

JASON A. DELOACH

A handwritten signature in black ink, appearing to read 'Jason A. DeLoach', written over a horizontal line.

Enclosures

cc: Accounting

SEEN AND AGREED:

A handwritten signature in black ink, appearing to read 'Nicole Ard', written over a horizontal line.

Nicole Ard
City Manager

1/18/18

Date

TERMS OF ENGAGEMENT FOR LEGAL SERVICES

This statement sets forth the standard terms of our engagement as your lawyers and supplements our engagement letter and/or confirmation of engagement email. Unless modified in writing by mutual agreement, these standard terms are an integral part of our engagement with you. Therefore, we ask that you review the standard terms in connection with the engagement letter and/or confirmatory engagement email carefully and contact us promptly if you have any questions.

THE SCOPE OF SERVICES

You should have a clear understanding of the legal services we will provide. Any questions that you have should be dealt with promptly. The scope of services is set forth in the engagement letter and/or confirmatory engagement email.

WHO WE REPRESENT

It is our policy that the person or entity that we represent is the person or entity that is identified in our engagement letter and/or confirmatory engagement email and does not include any affiliates of such person or entity (i.e., if you are a corporation, a related entity or an officer, director or shareholder; i.e., if you are an individual, a spouse or child or company for which you may own or be employed). Accordingly, for conflict of interest purposes, we may represent another client with interest adverse to any such affiliate without obtaining your consent. It is also our policy that the attorney-client relationship will be considered terminated upon our completion of any services that you have retained us to perform. If you later retain us to perform additional services, our attorney-client relationship will be revived subject to these terms of engagement, as they may be supplemented at that time.

WHO WILL PROVIDE THE LEGAL SERVICES

Alexander & Cleaver ("Firm") utilizes a team approach designed to provide the highest quality legal services. Customarily, each client of the Firm is served by a principal attorney contact or lead attorney. You are free to request a change of principal or lead attorney at any time.

Subject to the supervisory role of the principal attorney or lead attorney, your work, or parts of it, may be performed by other lawyers and legal assistants in the Firm. Such delegation may be for the purpose of involving lawyers or legal assistants with special experience in a given area or for the purpose of providing services on the most efficient and timely basis along with availability. Whenever practical, we will advise you of the names of those attorneys and legal assistants who will work on your matters.

HOW FEES ARE SET

In determining the amount to be charged for the legal services we provide to you, we will consider:

- The time and effort required, the novelty and complexity of the issues presented and the skill required to perform the legal services promptly;
- The amount of money or value of property involved and the results obtained;
- The time constraints imposed by you as our client including substantial disruption of other office business;
- The nature and longevity of our professional relationship with you;
- The experience, reputation and expertise of the lawyers performing the services.

Among these factors, the time and effort required are typically weighted most heavily. We will keep accurate records of the time we devote to your work, including conferences (both in person and over the telephone), negotiations, factual and legal research and analysis, document preparation and revision, travel on your behalf and other related matters. We record our time in units of quarters of an hour.

The hourly rates of our lawyers and legal assistants have an important bearing on the fees we charge. These rates are adjusted periodically to reflect current levels of legal experience, changes in overhead costs and other factors. Client specifically and intentionally instructs and gives his/her/its informed consent to consider said charges earned upon services being rendered.

We are often requested to estimate the amount of fees and costs likely to be incurred in connection with a particular matter. Whenever possible, when requested, we will furnish such an estimate based upon our professional judgment, but always with a clear understanding that it is not a maximum or fixed-fee quotation. The ultimate cost frequently is more or less than the amount estimated.

ADDITIONAL CHARGE OUT OF POCKET EXPENSES AND OFFICE EXPENSES

We will charge you not only for legal services rendered but also for other ancillary services provided and office and out-of-pocket expenses incurred in conducting our representation. Examples of office expenses include charges for long-distance telephone calls, mailing and packaging, express delivery, in-house messenger deliveries, computerized research services and the use of our facsimile and photocopy machines and binding equipment. While our charges for these services are measured by use, they do not, in all instances, reflect our actual out-of-pocket costs. For many of these items, the true cost of providing the service is difficult to establish. While we are constantly striving to maintain these charges at rates that reflect actual costs, in some instances, the amounts charged may exceed or be less than the actual costs to the Firm. Examples of out-of-pocket expenses include, but are not limited to, any fees (court, filing, service, expert witness, expert reports, expert testimony, administrative agency charges,

transcripts, deposition) and expenses (hotel, travel, mileage, tolls, parking) incurred in connection with the representation. We reserve the right to require you to pay us for that estimated payment in advance, and/or reserve the right to request that you make direct arrangements with the entity providing services with regard to your matter. In some situations we can arrange for these ancillary services to be provided by third parties with direct billing to you or reimbursement to us.

RETAINER AND TRUST DEPOSITS

Clients of the Firm are commonly asked to deposit a retainer with the Firm. If you deposit a retainer with us, you grant us a security interest in that deposit. Typically, the retainer is equal to the fees and costs likely to be incurred in our startup phase of our representation of you. Unless otherwise agreed, the retainer must be replenished to the original level upon receipt of each statement. The deposit will be credited toward your unpaid invoices. At the conclusion of our legal representation, the remaining balance will be returned to you. If the retainer deposit proves insufficient to cover upcoming anticipated expenses and fees, it may have to be increased.

Deposits that are received to cover specific items will be disbursed as provided in our agreement with you and you will be notified from time to time of the amounts applied or withdrawn. Any amount remaining after disbursement will be returned to you.

All retainer deposits we receive from you will be placed in a trust account for your benefit. By court rule in each jurisdiction in which the Firm has an office, your deposit will be placed in a pooled account if it is not expected to earn a net return, taking into consideration the size and anticipated duration of the deposit and the transaction costs. Any interest earned on the pooled account is payable to a charitable foundation established in accordance with such court rule.

TERMINATION

You may terminate our representation at any time, with or without cause, by notifying us. If such termination occurs, papers and property which you have provided to us will be returned to you promptly upon receipt of payment for outstanding fees and costs including those incurred in preparing a copy of the your file for retention by the Firm. Our own files pertaining to the case will be retained. Your termination of our services will not affect your responsibility for payment of legal services rendered and charges incurred before termination and in connection with an orderly transition of the matter.

We are subject to codes of professional responsibility for the jurisdictions in which we practice. These codes list several types of conduct/circumstances that require or allow us to withdraw from representing a client, including: nonpayment of fees or costs, misrepresentation or failure to disclose material facts, action contrary to our advice or conflict of interest with another client. We try to identify in advance and discuss with you any situation which may lead to our withdrawal. If withdrawal ever becomes necessary, we give the client written notice of withdrawal and if required obtain court approval.

BILLING TERMS OF PAYMENT

We will bill you on a regular basis, normally each month, for both fees and costs. You agree to make payment upon receipt of the statement. Unpaid fees and costs accrue interest at the maximum non-compounded rate permitted by state law (but not exceeding 1.5% per month) from the beginning of the month following the month they become overdue. (Where fees and disbursements are regularly paid out of a retainer deposit, no interest will be charged.)

If your account becomes delinquent, you fail to bring the account or the retainer deposit current and you do not arrange satisfactory payment terms, we may withdraw from the representation and pursue collection of your account. You agree to pay the costs of collecting the debt, including court costs, filing fees and reasonable attorney's fees.

We reserve the right to recover any outstanding arrearages owed to this firm from any settlement in your legal matter. In that event, we will send you the balance of any settlement after we make the adjustments for our fees. Notwithstanding, we expect payment on all monthly bills to keep your account fully satisfied at all times without arrearages.

Our firm is an independent contractor and not an employee of client in any capacity.

CASE FILES

Minimum fees and costs are charged for file retrieval requested by you after the conclusion of a matter. You expressly agree that a case file may be destroyed by the Firm **three years** after the conclusion of the matter unless you specifically instruct us in writing to the contrary and we are able to agree to another method of disposition of your file.

FEES ARE NOT PREDICATED ON OUTCOME

Neither the law firm of Alexander & Cleaver, P.A. nor any of its attorneys or staff can guarantee any particular legal result. Therefore our fees cannot be predicated on the outcome of your matter or any portion thereof.

We will at all times act on your behalf to the best of our ability. Any expressions on our part concerning the outcome of your legal matters are expressions of our best professional judgment but are not guarantees. Such opinions are necessarily limited by our knowledge of the facts and are based on the state of the law at the time they are expressed.

EMAIL COMMUNICATIONS BY INDIVIDUAL CLIENTS

Several recent Court decisions have made it clear that if the Firm represents you as an

individual, as opposed to representing your employer, your client email communications through an employer's site or on its server have no expectation of privacy and are therefore not privileged, and the emails can be legally obtained by the opposition. By retaining this Firm, if you are an individual client, you agree that you will not send or receive emails through your employer's account and that all email communications will be conducted through your own personal, password protected account. If you don't have a personal account, you agree to get one and check it frequently. Please understand that the lawyers of the Firm will not check to see if you are using your employer's email address, and if you send emails through your employer's system, and if the Firm responds to them, you are doing so at your own risk and the Firm will not be held responsible.

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Greg Varda

Submitting Department: Recreation

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

FY21 Recognition Groups

Suggested Action:

Reference:

GSA Application FY 21

GSA Narrative FY 21

GSA Program Calendar FY 21

GSA Variances FY 21

GSA Letters of Support

GSA Key Personnel FY 21

PRAB Report 20-2 (Greenbelt Soccer Alliance)

The GEMZ Application FY 21

The GEMZ Narrative FY 21

The GEMZ Bio FY 21

The GEMZ Programs

PRAB Report 20-3 (The GEMZ)

It is recommended that Council approve the FY 2021 Recognition Groups applications for Greenbelt Soccer Alliance (GSA) and THE GEMZ.

Council approval is sought.

Attachments:

[GSA Application FY 21.pdf](#)

[GSA Narrative FY 21.pdf](#)

[GSA Program Calendar FY 21.pdf](#)

[GSA Variances FY 21.pdf](#)

[GSA Letters of Support FY 21.pdf](#)

[GSA Key Personnel FY 21.pdf](#)

PRAB Report 20-2 GSA 9-18-20.pdf
The GEMZ Application FY 21.pdf
THEGEMZ_narrative_FY21.pdf
THEGEMZ_bios_FY21.pdf
THEGEMZ_programs_FY21_Update.pdf
PRAB Report 20-3 GEMZ 9-18-20.pdf

CITY OF GREENBELT
OPERATING GRANT
APPLICATION INSTRUCTIONS
For certified Greenbelt Recognition Groups
Fiscal Year 2021

Period of Support: July 1, 2020 – June 30, 2021

Applications and uploaded attachments are due by
4:30pm on Friday, January 24, 2020

For technical assistance with this online application:
 contact the Public Information Coordinator at 240-542-2026 or bpalau@greenbeltmd.gov

For other assistance:
 contact the Recreation Department's Administrative Coordinator
 at 301-397-2200 or cpracht@greenbeltmd.gov

1. **Please read the Policy and Information Guide for Recognition Groups.** This guide contains important information about the different levels of in-kind and financial support available to community organizations which serve Greenbelt residents. The Guide also provides an overview of several different applications corresponding with these levels of support. Before completing this form, make sure you have selected the application that is the best match with your needs and qualifications.
2. **Please read the Sample Review Sheet for Operating Grant Applications,** available online, to see how your application will be scored by the Grant Review Panel. 60% of your score will be based on your organization's service to the Greenbelt community, and 40% of your score will be based on your organizational effectiveness.
3. **Please read this application in full before completing it.** This will help to ensure that your information is presented in the right place and that you have all the information at hand that you will need. Some materials will need to be uploaded in PDF format; if you need assistance, please contact the Recreation Department Administrative Coordinator. Instructions are provided below for naming your PDF files; you may substitute a commonly used acronym – such as "CHEARS" – in place of the full name of the organization where indicated in the format.
4. **All questions on this form must be completed.** Incomplete applications will not be presented to the Grant Review Panel and they will be ineligible for funding. You may enter "N/A" for any individual line items which are not applicable to your organization. It is recommended that you keep notes on file detailing how all audience and budget figures have been derived.

CITY OF GREENBELT
OPERATING GRANT APPLICATION
 Fiscal Year 2021

A. GENERAL INFORMATION

1. Name of organization: Greenbelt Soccer Alliance, Inc.
2. Website: www.greenbeltsoccer.org
3. Contact person: Name Erik Blaufuss Position At Large board member
 Telephone 301 318 4485 E-mail blaufuss@gmail.com
4. Organization's mailing address (not a City of Greenbelt facility):
10 Olivewood Ct, Greenbelt, MD 20770

5. What is the mission of this organization? Whom do you intend to serve?

We provide young soccer players with the opportunity to play soccer in a supportive and rewarding environment that emphasizes fun, enjoyment and skill learning, at a level that fits his/her interest and ability.

6. Please indicate the amount of your request here \$2000 and briefly summarize the intended use of these funds below. Please be as specific as possible.

We seek sufficient funds to offer a \$35 discount to all Greenbelt residents playing in both our fall and spring seasons. We gave \$2345 in such discounts to Greenbelt residents for fall season 2019. Since the spring season 2019, we expanded our recreational program to support PreK and Kindergarten age players.

7. City of Greenbelt funding status. Please check one. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization is currently:

- ☐ a Council-approved Greenbelt Recognition Group receiving in-kind support only; the organization previously received city funding in FY 2018 or FY 2019
- ☐ a Council-approved Greenbelt Recognition Group that received an FY20 project grant
- ☒ a Council-approved Greenbelt Recognition Group that received an FY20 operating grant

8. Non-profit status. Please check all that apply. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization:

- ☒ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
- ☐ Has applied to the Internal Revenue Service for 501(C)3 status

- ☐ Is affiliated with another organization which holds 501(C)3 status and serves as the fiscal sponsor for the applicant organization. Name of sponsoring organization:

9. Financial need. Please check all that apply.

☐ At the conclusion of FY19, the organization's checking/savings balance was at least 50% of the amount of the organization's total FY19 operating expenses. *Restricted operating funds are included; restricted funds for capital projects are excluded.*

☐ At the conclusion of FY20, the organization's checking/savings balance is expected to be at least 50% of the amount of the organization's total FY20 operating expenses. *Restricted operating funds are included; restricted funds for capital projects are excluded.*

☒ The organization is projecting a revenue surplus for FY20.

☐ The organization is projecting a revenue surplus for FY21.

If any of the above apply to your organization, please explain your need for City of Greenbelt funding in the amount requested for FY21. *Total grant requests typically exceed the amount of funds available through this program; along with merit, the Grant Review Panel will also consider financial need in preparing their funding recommendations.*

Update July 2021: With cancellation of Spring 2020 soccer, we did not invoice the City of Greenbelt for the 2nd half of FY20 funds, and with Fall 2020 also cancelled, have reduced request to \$2000 for FY21. For calendar year 2019, Greenbelt Soccer had a revenue surplus of \$860 (3% of total revenue). To address this, we are reducing our request in FY21 to \$4000 (compared to \$4500 in FY20), and reducing the registration cost for Spring 2020 recreational soccer for all participants by

B. COMMUNITY MEMBERS SERVED (benefit to the community)

- 1. How many people actively participate in your organization's primary, sponsored activities?** Include projections and estimates as needed. *Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or parade unit. This does not include volunteers or staff.*
- July 2018-June 2019 ³¹⁵ July 2019-June 2020 ³³⁵ July 2020-June 2021 (Projected) ³⁵⁰
- Current year: % Greenbelt residents/organizations ⁴⁵ % Non-residents/organizations ⁵⁵ %
- ages 12 and under ⁶⁷ % 13-17 yrs. ³³ % 18-59 yrs. ⁰ % 60+ yrs. ⁰

- 2. How many additional people participate in your organization's primary, sponsored activities as audience members, spectators and attendees?** *This does not include volunteers or staff.*
- July 2018-June 2019 ²⁷⁰ July 2019-June 2020 ²⁹⁰ July 2020-June 2021 (Projected) ³⁰⁰
- Current year: % Greenbelt residents ⁵⁰ % Non-residents ⁵⁰
- % ages 12 and under _____ % 13-17 yrs. _____ % 18-59 yrs. _____ % 60+ yrs. _____

C. KEY PERSONNEL (organizational effectiveness)

1. **Governance.** Please list your current Board of Directors (if applicable) and the officers of your organization. Please specify the term of their offices and whether or not they are Greenbelt residents.

Name	Greenbelt resident (yes/no)	Position	Term length
David Whiteman	Yes	President	2021
Jose Romero	No	Vice President	2020
Jim Cooney	No	Secretary	2021
Gilbert Mkouonchou	Yes	Treasurer	2020
Darryl McCallum	No	At Large	2020
Erik Blaufuss	Yes	At Large	2020
Nathan Hill	No	At Large	2021

How does your organization select Board members and/or officers?

Board members are elected by majority vote from volunteer organization members (often parent volunteers) at an annual, public organization meeting.

Is your organization's leadership representative of the population which you intend to serve?
Please comment.

We have a diverse board where all except one are family members of participating players and thus the board is representative of the population that we serve.

2. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	# hours per person per week	Description of duties <i>If positions are seasonal, please indicate months of service.</i>
N/A			

Independent contractors and consultants

Role	# of contractors <i>Individuals or companies</i>
Professional Trainer for Rec Program	2

3. **City staff disclosure.** If any of your Board members or key staff persons are City of Greenbelt employees, please provide their name, Department and job title below.

N/A

4. Volunteers

July 2018-June 2019 ³⁰ July 2019-June 2020 ³² July 2020-June 2021 (Projected) ³⁵

Current year: % Greenbelt residents ⁵⁰ % Non-residents ⁵⁰

% ages 12 and under _____ % 13-17 yrs. _____ % 18-59 yrs. ⁹⁰ % 60+ yrs. ¹⁰

Please describe the ways in which volunteers contribute to your organization.

All board positions are volunteer. In addition, coaches, team managers and team parents in the recreational program are all volunteers. Some of the select teams do pay for professional coaching (and transact that business directly between the team and the coach - not through the club) but team management and team parenting duties are all performed by volunteers.

D. NARRATIVE. Please address all of the following points briefly in four pages or fewer. Upload your response as a PDF file in section F, below.

Benefit to the Community

1. **Organizational history and activities.** Provide a brief historical overview of your organization, including your date of founding and a general description of the organization's sponsored activities. Highlight your greatest achievements during the current and most recently completed years. If known, please comment also on any aspects of your program that are distinctive, creating opportunities that would otherwise be lacking in Greenbelt or the surrounding area. If your programs may appear to duplicate or compete with services currently provided by the City of Greenbelt or other Recognition Groups, please clarify the unique value of your activities. (Upon review of this application, staff may bring potential conflicts to your attention if they have not already been addressed.)
2. **Personal benefit.** How do direct participants and spectators personally benefit from your sponsored activities?
3. **Partnerships.** If applicable, please provide examples of how your organization has collaborated with other local groups and agencies on program development and/or promotions during the past and current fiscal years.
4. **Community benefit.** If applicable, please comment on how you believe your programs enhance the community at large. How do your activities contribute to the overall vitality of Greenbelt and the well-being of its citizens? How is your organization helping to make Greenbelt a better, healthier and happier place in which to live, work and play?

Organizational Effectiveness

5. **Marketing, outreach and evaluation.** Please describe the ways in which you communicate with current and prospective participants. How do you inform the community about your sponsored activities and encourage participation? How do you collect input and feedback?
6. **Challenges.** What are the most significant challenges that your organization is experiencing? How are you addressing these challenges?
7. **Goals.** What are your organization's goals and how are you working toward them?
8. **City support.** Please indicate what financial and in-kind support has been provided to your organization by the city during the current year, if applicable. How much funding is your organization requesting of the city for fiscal year 2021? How would these funds be used? Please be as specific as possible.
What in-kind support, if any, does your organization anticipate requesting from the city during the coming year?
9. **Matching funds.** For every dollar awarded by the City of Greenbelt, an operating grant recipient must contribute one dollar from other sources toward their program and operating expenses. Funds raised from any other source count toward this match, as long as they are spent on program and operating expenses in the fiscal year for which the grant is awarded. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. Funds spent from the organization's savings can be counted toward the match. Loans, planned giving commitments and income channeled into investments or endowment funds would not count toward the match.

How does your organization plan to match your requested city funding in fiscal year 2021? If your organization experienced a deficit last fiscal year, or if your organization failed to match a City of Greenbelt contribution/grant, please also explain the problem and how you are working to correct it this year.

Reminder: as explained on page 4 of the Policy and Information Guide, a match certification statement will be required at the end of the current fiscal year if your group is now receiving city funding. Your success in meeting your FY20 match may affect your grant amount for FY21.

- E. FINANCIAL INFORMATION.** Please include below the funds which you are requesting from the city and the corresponding proposed expenditures. This is a cash budget; do not include any in-kind values.

EXPENSES	Description	Actual Totals, Last Fiscal Year July 1, 2018 – June 30, 2019	Budget, Current Fiscal Year July 1, 2019 – June 30, 2020	Proposed, Next Fiscal Year July 1, 2020 – June 30, 2021
a. Salaries and wages		0	0	0
b. Consultants' fees	Professional coaching	2780	6205	3500
c. Contractual personnel		0	0	0
d. Facility rental		163	1318	1500
e. Dues, memberships, league fees		16,076	7960	5,250
f. Utilities		0	0	0
g. Insurance		0	0	0
h. Supplies and materials		5600	2903	2000
i. Equipment purchases		1000	535	475
j. Equipment rental		0	0	0
k. Marketing and outreach		300	165	125
l. Travel and lodging		0	0	0
m. Food/catering		0	0	0
n. Awards	Player Scholarships	1000	1100	1000
o. Grants		0	0	0
p. Payment of debt		0	0	0
q. Taxes		496	417	450
r. Other	Payment obligations		3575	
s. Other	Coaching discounts		355	200
t. Other	Refunds		1060	1000
Total Expenses		28,850	25,593	15,500

INCOME	Description	Actual Totals, Last Fiscal Year July 1, 2018 – June 30, 2019	Budget, Current Fiscal Year July 1, 2019 – June 30, 2020	Proposed, Next Fiscal Year July 1, 2020 – June 30, 2021
a. Sales of goods		0	0	0
b. Admissions		0	0	0
c. Tuition		0	0	0
d. Fees for services rendered		0	0	0
e. Membership dues, registration fees		19,458	19,635	9,250
f. Corporate support		0	0	0
g. Foundation support		0	0	0
h. Individual donations		1240	282	500
i. Loans*		0	0	0
j. City of Greenbelt support		3500	4040	2000
k. Other grants	City of New Carrollton, Target	3800	2500	2500
l. Organization's savings or interest income		0	0	0
m. Other		0	0	0
n. Other		0	0	0
o. Other		0	0	0
Total Income		27,998	26,457	14,250

* Borrowed funds are not counted toward the required match of your city grant request. Your budget must reflect income from other sources which at least equals the amount of your request.

If there is an increase or decrease of 25% or more in any individual expense or income line items from one year to the next, you will need to upload an explanation of these variances in section F, below.

Financial Reserves

Assets	Actual as of June 30, 2019 (Last Fiscal Year)	Projected as of June 30, 2020 (Current Fiscal Year)
a. Checking/savings accounts*	8,397	9,263
b. Restricted operating funds **		
c. Restricted capital funds**		
d. Investments		
e. Endowment balance		
f. Planned giving commitments		
Total Financial Reserves	8,397	9,263

*Unrestricted funds which the organization may spend at its discretion.

** Cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign. Please indicate the purpose of these funds here:

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Debt

Creditor	Loan purpose	Actual: monies owed as of June 30, 2019 (Last Fiscal Year)	Projected: monies owed as of June 30, 2020 (Current Fiscal Year)
a.			
b.			
c.			
Total Debt		0	0

In-Kind Contributions Received

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Description	Actual Totals, Last Fiscal Year July 1, 2018 – June 30, 2019	Budget, Current Fiscal Year July 1, 2019 – June 30, 2020	Proposed, Next Fiscal Year July 1, 2020 – June 30, 2021
a. Pro-bono professional services (legal, accounting, etc)	volunteer coaching	42,000	44,000	22,000
b. Other waived fees				

c. Donated equipment				
d. Donated supplies and materials				
e. Donated travel and lodging costs				
f. Donated space rental		500		500
g. Other				
Total In-Kind Contributions		42,500	44,500	22,500

Reimbursements

Please provide a record of all receipts submitted to the Greenbelt Recreation Department for reimbursement during the most recently completed fiscal year in which you received funding. (If your organization is receiving funding for the first time this fiscal year, please record below all receipts submitted so far this fiscal year for reimbursement.) Receipts under \$100 for similar purposes, such as office supplies, can be combined on a single line without specifying a date.

Please check one:

- ☐ Our organization is receiving funding for the first time in the current fiscal year. We are summarizing our reimbursed expenses for the period of July 1, 2019 –present.
- ☒ Our organization received funding during the city's Fiscal Year 2019. We are summarizing our reimbursed expenses for the period of July 1, 2018 – June 30, 2019.
- ☐ Our organization is currently receiving in-kind services only. We last received funding during the city's Fiscal Year 2018. We are summarizing our reimbursed expenses for the period of July 1, 2017 – June 30, 2018.

Date of expense	Description of reimbursed expense	Amount
Nov 2018	Rec soccer registration discount for Greenbelt residents	1855
April 2019	Rec soccer registration discount for Greenbelt residents	1695
Nov 2019	Rec soccer registration discount for Greenbelt residents	2345

During Fiscal Year 2021, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought and

approved. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: David Whiteman Title: President
 Name: Erik Blaufuss Title: At-Large Board member

If applicable, please specify the organization's federal tax ID#: 27-3935505

F. ATTACHMENTS – Please upload in PDF format.

1. **REQUIRED: narrative** addressing all 9 topics in section D, above. Limit: 4 pages. File name format: name_of_organization_narrative_FY21
2. **REQUIRED: program calendars** reflecting the organization's activities from the previous and current fiscal years, including upcoming events. Copies of existing marketing materials and/or summary lists are acceptable. Limit: 3 pages. File name format: name_of_organization_programs_FY21
3. **REQUIRED if applicable: explanation of income and expense variations over 25%.** See section E. File name format: name_of_organization_variances_FY21
4. **OPTIONAL: letters of support** – up to 3 pages. Comments from multiple people or organizations may be combined on a page. File name format: name_of_organization_letter_1_FY21 (etc)
5. **OPTIONAL: summary information about the credentials of key personnel, paid or unpaid.** Limit: 1 page. File name format: name_of_organization_bios_FY21

In the interest of fairness and respect for our panelists' time, **please observe all page limitations and refrain from submitting any materials not requested in this application.** Extra pages and unsolicited materials will not be forwarded to the Grant Review Panel.

G. ELECTRONIC SIGNATURE

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Greenbelt Recognition Groups and have agreed to abide by the requirements stated therein.**

Signature Erik Blaufuss Date January 23, 2020

Your role within the applicant organization: At-Large Board Member

About Greenbelt Soccer Alliance

Greenbelt Soccer Alliance (SA) (<http://www.greenbeltsoccer.org/>) provides young soccer players in Greenbelt and the surrounding communities the opportunity to play soccer in a supportive and rewarding environment that emphasizes fun, enjoyment and development of soccer skills. Greenbelt SA provides several levels of soccer for players aged 4 through high school, including recreational teams as well as advanced select teams. Our innovative soccer programs were recognized for excellence in grassroots soccer programming in 2018 by the Maryland State Youth Soccer Association.

Benefit to the Community

1. Organizational history and activities.

Greenbelt SA was incorporated in the state of Maryland in 2010 with principal office in Greenbelt, MD. We became a City of Greenbelt Recognition group in 2011. Our first season of soccer occurred in the spring of 2011. Greenbelt SA became a member of the Maryland State Youth Soccer Association (MSYSA) in 2011 and received 501(c)3 status from the IRS as a public charity in 2012. The number of registrants has grown from the initial ~40 participants in the spring of 2011 to the past year when we served more than 300 individual children (40% from Greenbelt, the largest represented residency) throughout 2019 with over 500 registrations for soccer activities. Since its founding, Greenbelt SA has consistently remained in good business standing with the state of Maryland. All of our activities within MSYSA benefit from a comprehensive accident insurance policy for our players and coaches.

Greenbelt SA originated in Greenbelt and has many ties to Greenbelt. Our organization is run by a 7-member board of directors, where the President and Treasurer and one at-large member are Greenbelt residents. Our principal office is in Greenbelt. The sole bank account maintained by Greenbelt SA is at the Greenbelt Federal Credit Union. Our select teams practice at Schrom Hills Park, Northway and Mandan fields. This summer will mark the 10th consecutive year that we will be hosting approximately 50 pickup games over a 5-week period at Mandan or Schrom fields during July-August. This past season Greenbelt SA hosted PGSI recreational league games for 7/8 grade players on Saturdays at Schrom Hills Park. We are currently hosting professional indoor training at Greenbelt Elementary school and have hosted MSYSA coach training at Dora Kennedy French Immersion in Greenbelt. Our greatest achievement during this past year was the expansion of our recreation soccer offerings to include teams in the Kindergarten and Pre-K divisions.

A distinctive aspect to our programming is providing US Youth Soccer affiliated activities to the Greenbelt community. We achieve that by currently sponsoring a total of 17 teams playing in three local leagues: the PGSI small-sided league in Hyattsville that offers pure recreational soccer, the AAYSA soccer league in Anne Arundel County that offers select-level recreational soccer, and the Soccer Association of Columbia league..

Some specific examples of the distinctive nature of our recreational soccer programming, all of which adhere to US Youth Soccer recommendations that would otherwise not exist in Greenbelt, are listed below. We briefly describe the rationale for each.

1. Offering 4v4 soccer format for players 4-8 yrs old. Playing 4v4 with no goalie is the format recommended by US Youth Soccer, and the US Soccer Federation, for these ages. Using the 4v4 format means that fewer players are involved on a small field of play, there is much greater interaction with the ball, more goals are scored, more fun is had and players learn faster.
2. Delaying the introduction of goalies until players are at least 9 years old. Research has shown that many players under the age of 9 have not developed the ability to track a flighted ball so putting them in goal can be a frustrating experience. Also, what often happens in youth recreational leagues is that players with the least fitness are asked to play goalkeeper when it is exactly those players who should be encouraged to run more and get into better shape.
3. No standings are maintained in the league. National studies have indicated that the #1 reason that players drop out of recreational sports is the perceived "pressure to win" from adults. This is why US Youth Soccer recommends that standings not be maintained in leagues for players up to U12. Without standings being recorded, coaches feel more freedom to give all players the playing time they deserve. Also, parents are encouraged to realize that the primary goal of youth soccer participation is to provide a positive playing environment that the child will want to return to. This increases the chance that they will continue with recreational sports as they enter the difficult middle school years.

4. Guarantee of a minimum of 50% playing time in games. Kids want to play in the games and no child should sit on the bench and not have substantial involvement in the game. Therefore, we limit the size of teams so all players are guaranteed to play at least 50% in every game. The only exceptions are for disciplinary reasons where coaches have the authority to deny playing time for disruptive behavior.
5. Recreational soccer practices directed by a professional youth coach. In most local soccer organizations, a parent volunteer is given a set of equipment and some practice plans and goes out on their own to conduct practice as best they can. In our recreational soccer program, that same parent volunteer works under the direction of a professional youth coach every week. The professional coach provides the parent volunteer with an age-appropriate practice plan and assists them in implementing the plan. This format continues for the entire season so that parent volunteers are continually learning how to become better coaches, which improves the experience of the players.

2. Personal benefit.

The largest beneficiaries of Greenbelt SA's soccer programs are the young players on our teams. The "age-group training model" that we follow for our recreational soccer program, and our other soccer opportunities, are distinctly different from those offered by any other Greenbelt organization and thus expand the range of offerings and the choices available to Greenbelt children. Our soccer programming starts with players in Pre-K and Kindergarten. For these players we offer access to the 4v4 training model recommended by US Youth Soccer and mandated by US Soccer. We are the only local Greenbelt organization that offers training using this recommended training model, which emphasizes development of ball skills in a fun environment. In order to keep costs down, we rely on parent volunteer coaches to work with all of our recreational teams. In order to ensure that players receive quality training from volunteer coaches who may have received no previous coach training, we hire a professional youth coach to work with the parent volunteers on a weekly basis throughout the season. In this way, parent coaches are learning how to coach youth soccer throughout the season. This ensures that our youngest players are experiencing quality coaching from the beginning of their experience with Greenbelt SA.

Also, we strongly believe that coaches are better able to provide a quality, age-appropriate experience for the players by obtaining more coach training. We provide coach education on an on-going basis in our recreational soccer program as described above. We also require that select team (try-out based for ages U12 and above) coaches obtain coach training to qualify them to lead a travel team in the state of Maryland. In order to make this as easy as possible for the coaches, Greenbelt SA reimburses the cost of any training through the USSF D License or the NSCAA Level 6 Diploma. Greenbelt SA is also sponsoring all coaches to attend an annual Coach Development Workshop hosted by Soccersource360 in February of each year.

3. Partnerships.

While serving the Greenbelt community, we strive to work closely with, and learn from, more experienced local soccer providers from outside of Greenbelt. Of particular help to us have been relationships with MSYSA, Prince George's Soccer Initiative, Takoma Soccer, Greater Laurel United Soccer, Laurel Soccer Club, Calverton Soccer, Arundel Adidas Academy and Arundel Soccer Association. As part of our efforts to learn more about and participate in the local soccer community, club president David Whiteman currently holds a position on the Executive Board of PGSI and was previously a member of the Recreational/Developmental Soccer Committee of MSYSA. He has also obtained nationally recognized coaching licenses from the two major soccer education organizations in the US: the US Soccer Federation (USSF) and the United Soccer Coaches (USC) including the 5-day Advanced National Diploma course.

We also have established good relations with Greenbelt schools. We have done this by helping to host middle school games at Greenbelt fields, by sponsoring coach training for Eleanor Roosevelt High School (ERHS) coaches, by holding scrimmages with ERHS teams, by arranging practice space in both Springhill Lake Elementary and Dora Kennedy Middle schools and by contributing used equipment on several occasions to the aftercare program at Springhill Lake Elementary. We have received numerous letters of thanks from the students in the Springhill Lake after care program for these donations.

Greenbelt SA has also reached out to other soccer organizations in Greenbelt. Specifically, for our summer soccer program in 2019, we invited players from the Greenbelt Boys and Girls club to register free of cost as a way to foster broader cooperation between our local soccer organizations.

4. Community benefit.

Greenbelt SA offers programming for all youth from Pre-K through high school in ways that provide a quality experience and address the decline of recreational activities in youth. For example, childhood obesity is an acknowledged and increasingly serious problem. Schools have decreased or eliminated recess time and children spend more time inside using various electronics while outdoor play time has decreased. For these reasons, programming that provides opportunities for outdoor play is needed. But it is well known that one of the most important things that kids need is the opportunity to play spontaneously and creatively. So in a structured activity like a soccer practice, it is important to incorporate a substantial amount of less structured activity in the experience as well. This is one of the fundamental lessons of US Youth Soccer through such statements as "give the game back to the player" and "let the game be the teacher". Coaches are recommended to use 25-40% of practice time for games with little or no coaching at all. The kids are permitted to play freely and learn from the game environment itself. In addition, during games, parents and coaches are discouraged from giving directions to the players. Children must be permitted to *play* soccer and if coaches and parents are telling them what to do during the games or practices, players do not have the chance to make their own decisions and learn from their mistakes, which is what play entails. Learning from mistakes, without the fear of criticism, is a fundamental part of the creative process which maximizes both fun and learning and is strongly encouraged by US Youth Soccer.

Greenbelt Soccer Alliance now offers pure recreational soccer for younger players and select recreational and travel soccer for U12 players and older. In order to populate teams as players enter middle school, when attrition rates increase in all recreational sports, we must explicitly work with surrounding communities to have a sufficient number of players. By doing so, we are now offering quality soccer opportunities for players from Pre-K to high school that are comparable to, but less expensive than, that of larger clubs outside of Prince George's County.

Organizational Effectiveness

5. Marketing, outreach and evaluation.

We maintain a very informative website (<http://www.greenbeltsoccer.org/>) that describes all of our activities and contains a wealth of information for players, parents and coaches. We use email directly to past customers and to local user groups for advertising. We also distribute fliers to local schools and place ads in the Greenbelt News Review. At the start of Spring and Fall season each year, we host a parent-coach meeting to discuss the upcoming season and request feedback on activities from families here and throughout the season. We have received useful feedback on our programs via a google form survey. We use the responses to those surveys to adjust and improve our programming. It was partially in response to one such survey that we instituted the age-group training model offered by Soccersource 360 that brings a professional coach to work with our youngest players.

6. Challenges

A major obstacle to providing a quality soccer experience for local youth is the availability of affordable, quality facilities for our activities. We have learned that when parents are choosing a soccer program in which to enroll their young player, they often will choose an organization that offers a path for their child that extends upward through the middle and high school years. To provide a quality soccer experience through middle and high school, larger lighted outdoor facilities with quality surfaces and indoor winter facilities are needed. But Greenbelt fields are open access and have much un-permitted adult play on them so the general quality of those fields is rather low when compared with the fields in surrounding communities. When the turf field at Eleanor Roosevelt field was first opened, we were able to negotiate the use of the field on 3 days per week which greatly improved our ability to attract and retain high school age players. Most recently our access to the field has been limited to 1 day with another day of shared use which is insufficient for retaining high school age players. Finally, the only indoor winter space we can access is via the public school gymnasiums, for which there is much competition. The Board of Greenbelt Soccer Alliance believes that soccer participation could be increased significantly in Greenbelt if improved facilities were available. Ways to consider improving this situation for the outdoor fields would be to control access to certain Greenbelt grass fields, install lights and/or

a turf field. While these are expensive solutions, they would significantly improve the recreational offerings in Greenbelt and help to expand participation and get more kids involved in the recreational activities that they need for general fitness. We also greatly encourage the City to make an appeal to Eleanor Roosevelt HS for preferred access to the turf field for City programs.

This lack of high-quality facilities has impacted our ability to attract and retain older players at the select and travel team levels. Through their play in multiple locations during the season, they are exposed to some of the best local soccer facilities other clubs have available and are often lured away. In 2019, we had 2 select teams fold due to lack of returning players or move outright to other organizations for better facilities.

7. Goals.

Our main goal is to provide quality soccer opportunities extending through high school for both boys and girls. To further this objective, our goals for the coming year are to continue to increase overall soccer participation by offering quality programs while keeping the cost of participation as low as possible. We will continue to strongly encourage coach training in order to improve the quality of experience for the players. We also will continue our outreach to the Eleanor Roosevelt soccer program with the goals of 1) sponsoring coach training for the coaches at ERHS who are not currently licensed or who wish to increase their degree of licensing and 2) to have access to the newly installed turf field.

Over the coming five years, we hope to establish a reputation as a local soccer club that offers quality programs for all youth ages for both boys and girls at prices that are less than larger organizations in surrounding communities. We will work with the PGSI league in Hyattsville to improve the quality of their programming to even more closely follow recommendations for youth soccer. Through these efforts, we desire to build participation rates in local soccer that create a stable organization that is able to consistently offer soccer options for all ages and genders, despite the large attrition rate that characterizes the teen years.

8. City support.

Last year, Greenbelt Soccer Alliance received a \$4500 grant from the city of Greenbelt. Those funds were targeted exclusively for further reducing the cost of recreational soccer programs for Greenbelt residents who participate in our recreational soccer program offered in fall and spring seasons. The funds are not used for any other purpose than to give discounts to Greenbelt residents. In fall, 2019 season we invoiced the City for \$2345 of discounts that were provided directly to 67 Greenbelt residents registering in our recreational soccer program. For the upcoming Spring 2020 season we will continue to offer a discount to Greenbelt residents of \$35 to make use of the remaining funds. We wish to continue offering this discount to city residents to encourage participation in our local soccer program. With the recent addition of Pre-K and Kindergarten soccer, we are making a grant request to \$2000 (originally \$4000) which would permit us to continue to offer discounts of \$35 to all Greenbelt residents for the Spring 2021 season.

Since our inception we have benefited significantly from the in-kind support we have received from the City of Greenbelt. This support has included access to practice fields and indoor meeting space without which Greenbelt Soccer Alliance would not have been able to start or continue. We will continue to request permits for Mandan, Schrom, Northway fields as we have in the past. We will also make occasional requests for meeting space in either the Community Center or Youth Center. In the fall, it is also very helpful to have access to the outfield portion of the Braden ball field to have a lighted space to practice for those groups that are preparing for late season tournaments. As we stated above, the availability of affordable lighted practice space in the fall is a major obstacle to providing a quality soccer experience in Greenbelt. Finally, if storage space near a practice field became available, it would also greatly benefit operations at that field by permitting equipment to be stored there.

9. Matching funds.

Our main source of funds is the registration fees paid by participants. In calendar year 2019 we collected approximately \$20,000 through these registrations. In addition, we raised funds through grants, fund-raisers and donations. In addition to the \$4500 City of Greenbelt grant for FY2020, we raised additional money through several fundraising efforts, including a City of New Carrollton recreational grant of \$2500.

10. Impacts of COVID-19

The COVID-19 pandemic and public health response has greatly impacted youth sports nationwide, and Greenbelt SA is no exception. For guidance on reopening, we are following the MSYSA guidelines (<https://www.msysta.org/covid-19/msysta-updates/>), as well as local regulations and restrictions. All Spring 2020 soccer activities were cancelled, including recreational and select soccer programs, as municipalities, practice facilities, and leagues cancelled all activities. Additionally, our popular summer "drop in soccer" program, where players could show up in the evening for some free-play soccer, were also canceled. For Fall 2020, we've restarted programs for high-school age advanced players, who we are confident can follow gameplay restrictions and social distancing guidelines currently required. These activities include team practices and restart of games in the Anne Arundel leagues (AAYSA). All recreational soccer activities for younger players are canceled for Fall 2020. We are optimistic about offering a wider selection of soccer activities, including recreational soccer in the Spring season of 2021, with practice and play spanning from late March until early June. Details for these plans are still under discussion and might include reduced player density at practice fields and additional parent/coach monitoring of players and activities as conditions require.

The Greenbelt Recreational operating grant has been awarded to Greenbelt SA to support our recreational soccer offerings for Greenbelt residents at a reduced price. With the cancellation of Spring 2020 soccer, Greenbelt SA returned a portion of our FY2020 grant (\$2155). For FY 2021, we have reduced our request amount from \$4000 to \$2000 to reflect the cancellation of Fall 2020 recreational soccer activities, but supporting our plans for Spring 2021.

Greenbelt SA Calendar of Activities

Greenbelt SA offers soccer programming in all 4 seasons. Our offerings are 1) recreational soccer for grades PreK (ages 4 and 5) to 8th offered in spring and fall, 2) winter indoor professional training offered for grades 1-6, 3) 4 seasons of select soccer for 6th grade and older. We also offered summer soccer at Mandan or Schrom Field. The calendar of our current and anticipated activities for calendar 2019 and 2020 is below.

Month	Activities in 2019	Activities anticipated in 2020
January	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School 2. Select team indoor practices at Springhill Lake Elementary in Greenbelt. 3. Futsal or indoor soccer Winter league participation for select teams	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School 2. Select and recreational team indoor practices at Springhill Lake Elementary in Greenbelt. 3. Futsal or indoor soccer Winter league participation for select teams
February	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School 2. Select team indoor practices at Springhill Lake Elementary and Greenbelt Elementary schools. 3. Futsal or indoor soccer Winter league participation for select teams	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School 2. Select and recreational team indoor practices at Springhill Lake and Greenbelt Elementary schools. 3. Futsal or indoor soccer Winter league participation for select teams
March	1. End of Select team indoor practices at Springhill Lake Elementary and Dora Kennedy French Immersion schools. 2. End of Futsal or indoor soccer Winter league participation for select teams 3. Start of spring outdoor recreational soccer season 4. Start of outdoor practices for all teams	1. End of select and recreational team indoor practices at Springhill Lake and Greenbelt Elementary schools. 2. End of Futsal or indoor soccer Winter league participation for select teams 3. Start of spring outdoor recreational soccer season 4. Start of outdoor practices for all teams
April	1. Spring outdoor game seasons begin in NCSL, PGSI and AAYSA leagues 2. Outdoor practices for all teams (held at Northway, Schrom, Mandan, Robert Goddard, Youth Memorial fields)	1. Spring outdoor game seasons begin in NCSL, PGSI and AAYSA leagues 2. Outdoor practices for all teams (held at Northway, Schrom, Mandan, Robert Goddard, Youth Memorial Park fields)

May	1. Finish spring seasons for all teams. 2. Tournaments usually at end of May for all teams 1. PGSI offers in house final tournament. Select teams participate in higher level tournaments that may require a sleep-away	1. Finish spring seasons for all teams. 2. Tournaments usually at end of May for all teams 1. PGSI offers in house final tournament. Select teams participate in higher level tournaments that may require a sleep-away
June	1. HS Girls Summer League at ERHS begins 2. No soccer programming otherwise except that some spring seasons spill over into the first week of June due to rain outs.	1. HS Girls Summer League at ERHS begins 2. No soccer programming otherwise except that some spring seasons spill over into the first week of June due to rain outs.
July	1. Summer soccer program at Mandan or Schrom field 2. Select team practices resume 3. Scrimmages for select teams may be arranged.	1. Summer soccer program at Mandan or Schrom field 2. Select team practices resume 3. Scrimmages for select teams may be arranged.
August	1. Recreational team practices start 2. Select team practices continue except for high school players who practice with their school teams 3. Scrimmages for select teams may be arranged	1. Recreational team practices start 2. Select team practices continue except for high school players who practice with their school teams 3. Scrimmages for select teams may be arranged
September	1. Practices for all teams continue 2. Start of fall outdoor games in all leagues 3. High school practice and play games with their schools and participate in Greenbelt SA team activities on the weekend	1. Practices for all teams continue 2. Start of fall outdoor games in all leagues 3. High school practice and play games with their schools and participate in Greenbelt SA team activities on the weekend
October	1. Practices for all teams continue 2. Fall game seasons continue for all teams. 3. High school practice and play games with their schools and participate in Greenbelt SA team activities on the weekend	1. Practices for all teams continue 2. Fall game seasons continue for all teams. 3. High school practice and play games with their schools and participate in Greenbelt SA team activities on the weekend
November	1. End of season tournaments in all leagues 2. Select teams may have travel tournaments	1. End of season tournaments in all leagues 2. Select teams may have sleep-away tournaments

December	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School 2. Select and recreational team indoor practices at Springhill Lake Elementary in Greenbelt. 3. Winter session I futsal games on weekend (no practices) for high school players who were involved in their school teams	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School 2. Select and recreational team indoor practices at Springhill Lake Elementary in Greenbelt. 3. Winter session I futsal games on weekend (no practices) for high school players who were involved in their school teams
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Greenbelt Soccer Alliance Variances

Please note that all financial information reported in the Grant application are calculated per calendar year. Values reported for July 2018 – June 2019 are for calendar year 2018. Values reported for July 2019 – June 2020 are actuals for calendar year 2019. Values estimated for July 2020 – June 2021 are projected values for calendar year 2020. However, Greenbelt operating grants are budgeted and spent within the Fiscal year which they are received, split between Fall and Spring recreational soccer seasons within that fiscal year.

There were a few income/expense variances that exceeded 25% for Greenbelt SA when comparing values from calendar year 2018 to 2019. These include:

1. Increase in Professional coaching fees (consultant's fees) from 2018 to 2019 – This charge reflects primarily the coaching fees paid in support of recreational teams and winter indoor soccer training. In 2019, volunteer recreational coaches were supported by a trained professional coach with on-field support and practice plans. Additionally, we added an additional month of winter indoor training for U12 and younger players.
2. Increase in facility rental expenditures from 2018 to 2019 – This charge reflects rental space used primarily for indoor training. We added an additional month of indoor training, and made available more indoor practice space for recreational and select soccer teams in all age divisions.
3. Dues membership paid by organization decreased from 2018 to 2019 – For 2018, we added a select middle school boys team in the AAYSA league. This team operated under the Greenbelt SA organization in 2018 and had significantly higher per-player registration fees. This select team was unable to continue in 2019 due to volunteer coaching shortages.
4. Individual donations dropped from 2018 to 2019. While larger than 25%, it represents less than a \$1000 change in income, and is expected as year-to-year variations.



Prince George's County Public Schools
Before and After School Extended Learning Program
Springhill Lake
6060 Springhill Dr. Greenbelt, Md. 20770
(240) 391-5000 or (301) 513-5996
License # 49786



January 1, 2020

David Whiteman

Greenbelt Soccer Alliance, Inc.

Po Box 43

Greenbelt, MD 20768

Dear Mr. Whiteman:

I am writing to thank you for your generous donations of soccer balls to both Springhill Lake and Berwyn Heights Before and After School programs.

The children at Springhill Lake have enjoyed your contributions of soccer balls and soccer lessons for several years.

This year, I am the coordinator for two programs.
Both schools have benefitted from your generosity this year.

Thank you very much.

In appreciation,

Virginia Walker

Virginia Walker

BASELP Coordinator



Maryland State Youth Soccer Association

Affiliated with the United States Soccer Federation

221 5th Ave. SE, Glen Burnie, MD 21061

410.768.5401 (o) / 410-768-5406 (fax)

www.msysa.org

To Whom It May Concern:

My name is Mark Cantor and I am President of the Maryland State Youth Soccer Association (MSYSA). I am writing this letter to let you know that the Greenbelt Soccer Alliance is a valued member club of the association and that I strongly support their proposal for grant support from the City of Greenbelt. The Greenbelt Soccer Alliance brings quality, US Youth Soccer compliant programming to northern Prince George's County where it has not existed before. It is thereby improving the experience for younger players and helping to build the participation rates in recreational soccer to the benefit of children who are in need of increased physical activity.

The Greenbelt Soccer Alliance has also helped to raise the level of opportunity for older players in the Greenbelt community resulting in an increase in participation of high school age players as well. Based on the uniqueness of the programs being offered and the ways in which they are being implemented, MSYSA considers the Greenbelt Soccer Alliance to be an exemplary local soccer organization that deserves the strong support of the City of Greenbelt.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Mark Cantor

President

MSYSA

president@msysa.org

Key Personnel Greenbelt Soccer Alliance

John Dingle, Director of Recreational Training Program

John has spent the past twenty-nine years working with young soccer players and developing youth soccer education programs. During this period, John has been instrumental in developing new coaching methods and new coaching activities to ensure player development. John believes “the work of a child is play” and by using age appropriate activities the players not only develop their soccer abilities, but also learn life lessons. John has authored seven coaching manuals, has been a featured clinician throughout the Mid-Atlantic, and continues to animate activities for the Animated Coach’s Library.

More on John

- United States Soccer Federation “B” and National “Youth” Licenses
- Maryland State Youth Soccer Association Instructor for “E” and “D” Coaching Licensing Courses
- MSYSA Boys and Girls ODP Coach and Assessor
- Founder of the Central Maryland Short Sided League and the Columbia Winter Soccer League
- Former College and High School Coach

David Whiteman, President Greenbelt SA

David is the president and one of the founders of Greenbelt Soccer Alliance. He has more than 10 years of coaching and soccer administrative experience starting in the Boys and Girls Club in 2007. Since then, he has focused on learning age-appropriate methods of soccer training and details of how soccer clubs are best administered. He has gained nationally recognized certificates from the two major soccer education organizations in the US: the US Soccer Federation and the United Soccer Coaches. He has also been trained as a USSF certified grade 8 referee. David Whiteman possesses a PhD in Physics and works at the Howard University Research Campus in Beltsville, MD in atmospheric studies relating to weather and climate. He also holds an Emeritus position at NASA/Goddard Space Flight Center.

More on David

- USSF National Youth License & Grade 8 Referee
- USC National Diploma and Advanced National Diploma Candidate
- MSYSA D, E and F Licenses, U6/U8 and E Certificates
- NSCAA Level 6 diploma & Goalkeeper 1 diploma

Dallas Sava, Recreational Soccer Professional Trainer

Ms. Dallas Sava is a 2019 graduate of Eleanor Roosevelt High School and is serving as the professional trainer for our recreational soccer program for the seasonal year 2019-2020. Ms. Sava acquired her USSF National D License in July, 2019 under sponsorship of Greenbelt Soccer Alliance, which paid the cost of licenses. She was the captain of the Eleanor Roosevelt High School County Champion girls soccer team in 2019 and will be continuing her education at West Texas A&M University.

Board Members

David Whiteman, President, Greenbelt resident, credentials above

Jose Romero, Vice President Greenbelt SA, MSYSA Youth License, National F and E Licenses

Jim Cooney, Secretary Greenbelt SA

Gilbert Mkouonchou, Treasurer Greenbelt SA, Greenbelt resident

Nathan Hill, At Large Board Member,

Erik Blaufuss, At Large Board Member, Greenbelt Resident

Darryl McCallum, At Large Board Member,

**PARK AND RECREATION ADVISORY BOARD
REPORT TO CITY COUNCIL**

Subject: Greenbelt Soccer Alliance Operating Grant Application

Background: Greenbelt Soccer Alliance (GSA) submitted an Operating Grant Application for FY2021, amending the requested amount to \$2,000, due to COVID-19-related cancellations and adjustments. Erik Blaufuss, Board Member at Large, presented the application to PRAB and answered a few questions related to GSA and the application at PRAB's September 16 regular meeting.

Recommendation: PRAB supports and recommends approval of the Operating Grant Application. The organization has been a consistent service provider and a good partner to the Recreation Department.

Respectfully submitted by:
Jake Chesnutt, PRAB Chair
Ric Gordon, PRAB Vice-Chair

CITY OF GREENBELT

Save Form Print Form

PROJECT GRANT APPLICATION

Fiscal Year 2021

A. GENERAL INFORMATION

1. Name of organization: ADEOLA ARIYO
2. Website: WWW.MAKEMEAGEM.ORG
3. Contact person: Name ADEOLA ARIYO Position EXECUTIVE DIRECTOR
 Telephone 3014378828 E-mail ADEOLA@MAKEMEAGEM.ORG
4. Organization's mailing address (not a City of Greenbelt facility):
P O BOX 1851 GREENBELT MD 20768

5. What is the mission of this organization? Whom do you intend to serve?

The mission of THE GEMZ INC is to serve as a mentoring and leadership program for young girls ages 11 to 17 by empowering and equipping them with life and leadership skills needed to succeed. We serve middle and high school-aged girls in our community.

6. Please indicate the amount of your request here 2700 and briefly summarize the intended use of these funds below. Please be as specific as possible.

The grant award will be used to fund THE GEMZ 2020 Mental and Physical Health Awareness Campaign for middle and high school-aged girls

7. City of Greenbelt funding status. Please check one. (If none of these apply to your organization, your group is not eligible to apply for a project grant at this time.) The applicant organization is currently:
- ☐ Receiving in-kind support only. This organization was approved by Council for Recognition Group status on or before July 1, 2019.
- ☒ a Council-approved Greenbelt Recognition Group that received an FY20 project grant
- ☐ a Council-approved Greenbelt Recognition Group that received an FY20 operating grant

8. Non-profit status. Please check all that apply. The applicant organization:

- ☒ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
- ☐ Has applied to the Internal Revenue Service for 501(C)3 status
- ☐ Is affiliated with another organization which holds 501(C)3 status and serves as the fiscal sponsor for the applicant organization. Name of sponsoring organization:

- ☐ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit

Organization, has not applied for this status, and does not have a fiscal sponsor

9. Leaders. Please identify your organization's current key personnel, whether paid or volunteer

Name	Greenbelt resident (yes/no)	Role	Indicate: board, staff, contractor, intern or volunteer
Adeola Ar yo	Yes	Executive Director	Board
Olabisi Emenanjo	Yes	Membership Coordinator	Board
Wumi Okupe	Yes	Events Coordinator	Board
Jasmine Okosun	Yes	Mentor	Board
Zarrin Thompson	Yes	Mentor	Volunteer
Zarina N co'-Sey	Yes	Mentor	Volunteer
Eshanda Fennell	No	Mentor	Volunteer
Maimuna Jalow	Yes	Program/Volunteer Coordinator	Volunteer
Danette Anderson	No	Mentor/Events Facilitator	Volunteer

If any of the above personnel are City of Greenbelt employees, please give their name, department and job title here

For questions 9 through 12, please provide information for your most recently completed fiscal year (July 1, 2018 – June 30, 2019). Estimates may be used if precise numbers are not available.

10. Supporting volunteers.

Total number of volunteers 9 % Greenbelt residents 79%
 % ages 12 and under _____ % 13-17 yrs _____ % 18-59 yrs. 100% % 60+ yrs _____

11. How many people actively participated in your organization's primary, sponsored activities? Include estimates as needed. *Sports programs include registered players only. Performing arts programs include performers/production teams only. Festivals include featured artists/performers and individuals or organizations with a booth, table activity or parade unit. Please do not include volunteers or staff*

Total number of participants 46 % Greenbelt residents 82
 % ages 12 and under 30 % 13-17 yrs 70 % 18-59 yrs. _____ % 60+ yrs _____

12. How many additional people participated in your organization's primary, sponsored activities as audience members, spectators and attendees (if applicable)? *This does not include volunteers or staff*

Total number of spectators: ⁴⁸ _____ % Greenbelt residents ⁸² _____
 % ages 12 and under ¹⁴ _____ % 13-17 yrs. ⁸⁶ _____ % 18-59 yrs. _____ % 60+ yrs. _____

13. Financial snapshot, most recently completed fiscal year (FY 2019).

City of Greenbelt funding (if applicable)	2000
Total revenues	6702
Total expenses	5014
Net profit/loss	1688
Unrestricted year-end cash balance*	1688
Restricted year-end cash balance**	

*Cash on hand which the organization may spend at its discretion.

** Cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign. Please indicate the purpose of these funds here

14. Financial need. Please check all that apply.

- ☐ At the conclusion of last fiscal year, the organization's unrestricted cash balance was more than half the amount of the total operating expenses for that year.
- ☒ The organization is projecting a revenue surplus for FY20.
- ☐ The organization is projecting a revenue surplus for FY21.

If any of the above apply to your organization, please explain your need for City of Greenbelt funding in the amount which you are requesting for FY21. *Total grant requests typically exceed the amount of funds available through this program; along with merit, the Grant Review Panel will also consider financial need in preparing their funding recommendations*

The surplus of \$1688 (income minus expense) is used for other programming activities for the organization. The grant request will be used specifically for the Mental Health Programs (workshops and community event)

15. During Fiscal Year 2021, receipts presented to the Recreation Department for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought and approved. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name	Adeola Ariyo	Title	Executive Director
Name	Wumi Okupe	Title	Board Member

If applicable, please specify the organization's federal tax ID# 454622065

- B. **NARRATIVE:** Please address all of the following points briefly in a narrative of up to three pages. Save your document as a PDF and upload your file in section D of this application. File name: name_of_organization_narrative_FY21

1. **Proposed project:**

- a. **Impact.** Describe in detail the project for which you are seeking support. Whom is this project intended to serve? How many Greenbelt residents and non-residents do you hope to engage?
Explain how this project will benefit Greenbelt citizens, including direct participants and – if applicable – the broader Greenbelt community. Does this project provide any unique opportunities to Greenbelt residents that would not otherwise be available?
- b. **Feasibility.** Please outline the steps your organization will take in order to implement this project and your timeline for completing them.
Please comment on any resources needed to implement this project which are already in place. These may include, for example: funds, facilities, partnerships and volunteers.
- c. **City support.** How would city funds be used to support this project?
Project Grant recipients must contribute at least \$1.00 in cash income (or savings) to match every \$1.00 which they are awarded by the City of Greenbelt. Funds raised from any other source count toward this match, as long as they are spent on project expenses during the period of support. Examples include: dues, registration fees, donations; sales of memberships, tickets or goods; and other grant income. Planned giving commitments and income channeled into investments or endowment funds would not count toward the match. How does your organization plan to match your requested city funding in fiscal year 2021?
Reminder: as explained on page 4 of the Policy and Information Guide, a match certification statement will be required at the end of the current fiscal year if your group is now receiving city funding. Your success in meeting your FY20 match may affect your grant amount for FY21.

Describe any in-kind services you wish to request from the City of Greenbelt to support the proposed project.

2. **Organizational capacity:**

- a. **Programming history.** Provide any comments you think are necessary for reviewers to understand the program summary information which you will be uploading in section D of this application.
How do you publicize your sponsored activities?
Please highlight any past programs which you believe demonstrate your capability to implement the project proposed in this application.

- b. **Financial history.** During the past and current fiscal year, how have your organization's activities been funded? Please identify your primary sources of earned and contributed revenue.

If you experienced a deficit in your most recently completed fiscal year, or if your organization failed to match a City of Greenbelt grant with other revenues, how is your organization working to remedy the problem during the current year?

If your organization was awarded funding from the City of Greenbelt for the current fiscal year, what was the amount awarded and what is the intended use of those funds?

- c. **PROJECT BUDGET:** Include your requested city funding and the corresponding expenses in this table. This is a cash budget; do not include any in-kind values.

EXPENSES	Description
a. Salaries and wages	
b. Consultants' fees	3600 (\$300 for virtual instructors and facilitators)
c. Contractual personnel	
d. Facility rental	
e. Insurance	
f. Supplies and materials	320
g. Equipment purchases	
h. Equipment rental	480 (\$40/MONTH for Zoom to host virtual events workshops)
i. Marketing and outreach	900
j. Travel and lodging	
k. Food/catering	
l. Awards	850 (Scholarships to Greenbelt Residents)
m. Other	
n. Other	
o. Other	
Total Expenses	6150

INCOME	Description
a. Sales of goods	
b. Admission fees	
c. Tuition	
d. Fees for services rendered	
e. Membership dues, registration fees	3000
f. Corporate support	
g. Foundation support	
h. Individual donations	
i. Loans*	
j. City of Greenbelt support	2700
k. Other grants	2000
l. Organization's savings and/or interest income	

m. Other	
n. Other	
o. Other	
Total Income	7700

** Borrowed funds are not counted toward the required match of your city grant request. Your budget must reflect income from other sources which at least equals the amount of your request.*

D. REQUIRED ATTACHMENTS: upload with your application in PDF format

- 1. Narrative.** Please format your file name as follows: name_of_organization_narrative_FY21. Limit: 3 pages.
- 2. List of programs** reflecting the organization's activities from your previous and current fiscal years (combined into one file). File name: name_of_organization_programs_FY21. You may either scan existing materials such as season schedules or type a combined summary list. Limit: 3 pages.

DI. OPTIONAL ATTACHMENTS: upload here in PDF format

- 1. Brief bios** for key personnel highlighting relevant experience, combined on one page. File name: name_of_organization_bios_FY21
- 2. Letters of support**, up to 3 pages total. Letters can be combined or uploaded individually. File name: name_of_organization_letter_1_FY21 (etc).

In the interest of fairness and respect for our panelists' time, **please observe all page limitations and refrain from submitting any materials not requested in this application.** Extra pages and unsolicited materials will not be forwarded to the Grant Review Panel.

F. ELECTRONIC SIGNATURE

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition Groups and have agreed to abide by the requirements stated therein.**

Signature _____ Date _____

Your role within the applicant organization _____

ADEOLA ARIYO-ENIKANOSLU

Adeola Ariyo Enikanoselu is a sought-after reinvention and branding strategist and speaker who specializes in helping entrepreneurs and leaders build a strong personal brand and early-stage startups to attract their dream clients and grow a profitable brand.

With a distinct blend of executive, consulting, branding and nonprofit expertise, Adeola's first foray into business and entrepreneurship was over 18 years ago through one of the nation's most renowned women's beauty brands. Flourishing from a shy girl in her early twenties to a confident woman, while there, she cultivated her business and entrepreneurial acumen, learning everything from strategic networking to sales. Adeola rose to become one of the youngest top directors in the company's history. From there, her career has been one bold leap after the next, eventually launching her own IT consulting company, a thriving women's empowerment company, THE GENX Ladies Network, and a nonprofit, THE GEMZ, that mentors and develops girls into confident young women by teaching them the principles of leadership, self-esteem and entrepreneurship.

She now trains individuals and organizations on the power of vision, personal branding, executive presence, strategic partnerships and leadership skills through coaching and workshops across the country.

When it comes to developing and leveraging strategic partnerships, collaborations and acquiring capital to build and scale, Adeola's skillset is unmatched.

Adeola takes her clients brands from vision to venture, showing them the power—and profits—that result from having a branding expert mastermind, like her, on their team.

What Adeola hasn't gleaned from her own successes in the business realm, she's mastered in one of the world's best classrooms, such as Yale School of Management.

She holds a Bachelor's degree in Computer Science with a minor in Accounting at the Arizona State University and an Executive Education from the Yale School of Management.

To learn more about Adeola, you can find her at www.adeolainspires.com and @adeolainspires on all social media platforms.

Olabisi Emenanjo, PA-C, MPH

Olabisi Emenanjo is a Healthcare Provider licensed in the state of Maryland and she has been practicing Medicine in various healthcare fields for about 15 years with focus on Preventive Medicine.

She understands the importance of meeting patient's needs first and she is dedicated to providing quality care for her patients with high standard of integrity and compassion while promoting the importance of living a healthy lifestyle through preventive medicine

She is the founder of AJÖ, a boutique travel service company offering both leisure and corporate

wellness Getaways to the beautiful Motherland Cape Town South Africa. AJO philosophy is based on Health, Spirituality and Exploration. She is also the owner and Administrator for A Sacred Heart Health, LLC (SHH). A Residential Service Agency that provides care and services for children and adults of all ages.

Olabis Emenanjo is also the founder of Community Health Advocate (CHA), a not-for-profit organization dedicated to promoting preventive medicine, community health awareness and improving the quality of healthcare in young adults.

Elaine Scales

Elaine Scales is a Certified Professional Coach, a Certified DISC Consultant, an author and transformational speaker with over ten years of coaching experience. Elaine is passionate about helping her clients feel empowered enough to act on their passions, live a life filled with purpose and experience profound joy. Diagnosed with a brain tumor in 2003, Elaine faced her life's greatest challenge and was forced to reevaluate her purpose. As she faced this major challenge, Elaine knew she had to truly become in tuned with God's intentions for her and used her recovery time to listen to the small still voice within. In 2007, she founded Kibou (pronounced key-bow) Coaching to address the concerns of those who were experiencing roadblocks that kept them "on hold". Her practice works to eradicate whatever is stunting her client's growth and preventing them from using their gifts to make a significant difference and reshape their life as well as the lives of those around them. In the 1980s 'life coaching' grew out of sports and business coaching and was reserved for the elite. As life coaching became more popular it was available for those who never thought it possible and the benefits were truly rewarding. However, despite the growing popularity of life coaching it remains out of the reach of many who desire to grow, break generational patterns of behavior and mindset, and create a meaningful life – a life that they believed was never possible.

Elaine is a firm believer that powerful, positive and lasting transformation is a right not a privilege for all who are willing to do the work. At her very core she believes that eliminating obstacles, fears, and insecurities and replacing it with an increase in confidence, gaining clarity about your undeniable purpose and living that purpose is a right not a privilege for all.

Sharon J Lawrence

Mrs. Lawrence is a Licensed Clinical Social Worker (LCSW C/ LCSW) (MD/VA/FL), Certified Anger Management Specialists-II (CAMS II), Certified Prepare-Enrich Facilitator and Trainer, Certified Life Coach, Board Certified-TeleMental Health Provider (BC-TMH), an Approved Clinical Supervisor in Social Work (MD) and credentialed as an Employee Assistance Specialist-Clinician. She also holds a Certificate in Christian Ministries from the Evangel Bible College in Upper Marlboro, MD. She has over 15 years experience working with children, adults, couples and families within the following settings: mental health, substance abuse, foster care, family court, and developmental disabilities.

Mrs. Lawrence is a Therapist for Therapists, Professionals and Couples. Her passion is to improve the lives of clinicians and professionals who manage the day to day responsibility of caring for others. It has

been proven that this type of care can produce secondary trauma in addition to discovering and revealing past trauma and mental health challenges.

Mrs. Lawrence is committed to helping couples strengthen and revive their relationships through counseling using the Prepare-Enrich assessment and curriculum. She provides both short and long-term counseling through the use of Cognitive Behavioral Therapy, Solution Focused Therapy, Motivational Interviewing, and Eye Movement Desensitization Reprocessing (EMDR).

Mrs. Lawrence is an Author, National Speaker, Presenter, Trainer and Blogger. Her published works include, *7 Simple Ways to Shape Your Marriage: Strategies to Feeling Loved and Connected* which helps couples refocus on the importance of working together with a stronger commitment to another; and the *My Everything Gratitude Journal: 31 Day Gratitude Journal for Self-Care and Empowerment* with Bonus Goal Setting Guide. She is the creator of "Desserts & Discussions: The Tour" which focuses on speaking at area churches, businesses and organizations on topics related to mental health, women's empowerment, marital enrichment, motivating entrepreneurs and personal growth. Quarterly Mrs. Lawrence hosts Networking Events for Mental Health and Human Service Professionals to connect and build their clinical resources.

Mrs. Lawrence is the co-host of *It's All Business Entrepreneurship* (Special Segment of *The I Am Dr. Sharon Show*) on Urban Style Media every 3rd Sunday from 10:00- 11:00 am. She is affectionately known as the SelfCarePreneur where she provides information on mental health, self-care, and trends related to emotional well-being aspect for business owners. She has been a subject matter expert on *Good Morning Washington*, *Let's Talk Live*, *BMore Lifestyle*, a number of conferences to include Boris L. Henson Foundation *Can We Talk? Mental Health Conference*. Mrs. Lawrence has also been featured in media publications and podcasts such as but not limited to *Yahoo! Lifestyle*, *Bustle*, *The Root*, *Madamnoire*, *GoodTherapy*, *ArlNow*, *OldPodcast*, and *I Am CEO Podcast*. In addition, Mrs. Lawrence is an Adjunct Professor for Bowie State University (Department of Behavioral Sciences and Human Services) and Prince George's Community College (Department of Human Services) where she is helping to prepare the next generation of helping professionals.

B. NARRATIVE

1. Project Name: THE GEMZ Mental and Physical Health Campaign/Project.

THE GEMZ will host its First Mental Health Awareness Campaign this summer and fall to address the increasingly mental health challenges we have noticed amongst the youth within the past year or two. As impactful and amazing as our programs has been over the past years, we are aware that one's mental health is almost as important or even more important than any other skill we equip and educate our girls on. In a recent article in Times, it states that "There's a Startling Increase in Major Depression among Teens in the U.S." Several other articles have addressed this and recently, NBC News had a documentary titled 'Generation at risk: America's youngest facing mental health crisis' where they highlighted the different increased diagnosable mental, emotional or behavioral disorder.

- a) Impact: Apart from the research and articles, we have first-hand witnessed the increased level of anxiety, stress and sometimes depression in the girls we serve and their peers. We've also seen a near-emergency situation that had to be escalated and after engaging parents, our teen girls and some mental health expert, we want to be proactive, dedicate more efforts and time this year to educate and equip our girls and the community on tools and resources needed to foster a good Mental Health.

We plan to accomplish this by incorporating this to our member-only programming, host a few community events for Greenbelt residents focused on Mental Health with Physical Fitness as one of the components. We will also partner with the Greenbelt Middle School and High school to promote these events and possibly have us host one of the events on campus for their students.

In order to provide unique opportunities for Greenbelt residents only, we will follow the same format we've done in the past which is to make the events highly discounted or free to only Greenbelt residents and charge non-Greenbelt residents that might want to attend.

This campaign will be accomplished through these programming:

- a) Workshops – We will host Mental Health focused workshops for our enrolled members that comprises of mostly Greenbelt residents. This session will be focused on the teen girls
- b) Community Event – We will host a FREE Community Event for Greenbelt residents (non-residents will pay a fee if space allows) where different experts in the Mental Health field, Life and Time-Management, Image and Beauty space will be present to educate parents and teens, provide and share information about tools and resources and host interactive booths where the girls can be engaged.
- c) Schools – We will like to host a session or two at the Greenbelt Middle school. We do have relationships with them from the past so will propose this for this year.

b. Feasibility

- Timeline: This project will be activated in increments and over a few events starting in the Fall. We will host the Community Event as a Back to School campaign in September and the next two

quarters host a more streamlined Mental Health workshop. In order to keep their attention and make it applicable, we will host the Mental Health workshop every other event to spread it out and make it stick. The campaign will be accomplished within 6 months. From September 2020 to March 2021.

In order to implement this project, we will be utilizing:

- **Funds** - To fund this project, we currently have a few pending grant applications. We will also be utilizing our Membership fee to help cover some of the expenses for the member-only sessions.
- **Volunteers** - We will use our current volunteers and recruit new volunteers. Planning with our current volunteers is already underway. They will serve as facilitators, Project Coordinators and mentors.
- **Facilities** - We will be using the Greenbelt Community Center for our events and the Roosevelt High School field for our physical fitness session.
- **Partnerships** -
 - i) We currently have 3 experts on board. A) Dr. Alicia Hodge, a therapist who specializes in Anxiety in teens. B) One of our Board members is a Physician who's also a Physical and Health expert. C) Image and Beauty expert.
 - ii) We are currently in conversation with a few more Mental Health experts, Nutritionist and a couple of Physical Trainer/Fitness instructors. Will confirm within the next couple of months as we intensify the planning phase for the fall.

c. City support

The city funds will be used to cover:

- a) Supplies and Materials used during the workshops.
- b) Subsidize the Registration Cost for Greenbelt residents/citizens.
- c) Community Event free and open to Greenbelt residents.

Our organization will match the requested city funding by funds we receive from the registration fees, grant and donations.

2. Organizational capacity:

We publicize our sponsored activities via our monthly newsletters to our parents and newsletter subscribers, schools and churches in Greenbelt, our social media accounts, flyer distributions, the Greenbelt News Review and the city of Greenbelt Facebook page.

We host monthly seminars/workshops with our girls and advertise via our mailing list, social media pages, flyers and schools.

b. **Financial history:** During this past and current fiscal year, our organization's activities have been funded primarily by:

- Annual membership fees
- Donations
- Community grants by the Greenbelt Community Foundation, City of Greenbelt Project Grant (2018), Walmart and All State Foundation

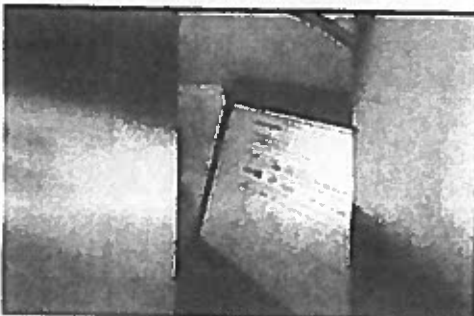
Award from last fiscal year:

Last fiscal year, we were awarded a grant award of \$2000 from the City of Greenbelt. This award was used for our Financial Literacy and Entrepreneurship Camp.

Highlights of the impact of the award received: (More information including data, pictures and testimonials) is available upon request

- 48 girls were taught on Entrepreneurship 9 launched their business within few months of the summer program
- 29 middle and high school girls purchased their 1st stock via TD Ameritrade and now invest monthly after our Financial Literacy and Investment workshops

Below are some of the pictures highlighting this impact which we are really excited and proud of:



Click on this image above to view the video highlights of some of our girls 1st stock purchase, their experience buying stocks and how they chose the stocks they purchased.



THE GEMZ, INC

A Mentoring and Leadership Program for girls and young ladies between the ages of 11 and 18.

Program/Calendar of Events

July 2019 - Financial Literacy - Savings and Budgeting Workshop

August 2019 – Stocks and Investing Camp.

Theme: Invest like a Pro.

This was a summer program where middle and high school girls were introduced to the Stock Market, purchased their 1st Stocks and it's now been introduced into our curriculum to do a quarterly Investment refresher and check in.

September 2019 – GENPRENEUR/Youth Entrepreneurship Day.

October 2019 – Back to School Empowerment Day.

The day will be focused on Public Speaking skills, Self Confidence and Back to School tips.

Guest Speaker: News Anchor, Chardelle Moore, at Fox 45 will teach the girls Public Speaking skills.

November 2019 – Half-Time – School Success Habits.

December 2019 – End of the Year/Holiday Toy Drive.

January 2020 – Vision Board Workshop

The girls were taught goal setting skills, how to set both short and long term goals.

February 2020 – Goal Setting Workshop - How to set S.M.A.R.T Goals.

The girls had a session teaching them how to set S.M.A.R.T goals that are Specific, Measurable, Actionable, result-oriented and has a Time deadline to it. It was a very interactive session and each of them shared their goals and used the S.M.A.R.T method to break their goals down.

March 2020 – Youth Entrepreneurship Workshop.

This is a session to teach our girls the basics of business and how to use their gifts and creativity to launch a business.

April 2020 - Budgeting.

April is Financial Literacy Month and we are kicking off the Financial Literacy Series with educating our girls on Budgeting.

May 2020 – Financial Literacy Series 2

June 2020 – Girls who invest like a Pro Investment Workshop

July 2020 - 7-Day 'Leaders are made during a time as this' Challenge – Our girls were given a 7 day challenge to identify a challenge in their community and provide a solution to the challenge/problem.

Aug 2020 – Goal setting and Decision-making skills

Sept 2020 – Communication Etiquette

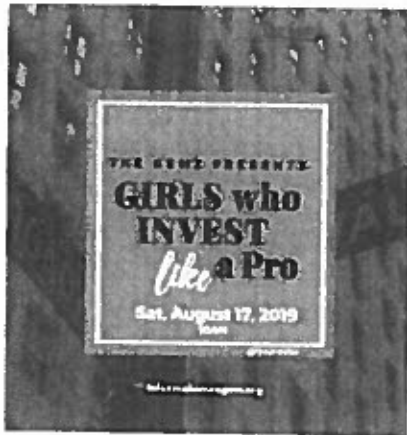
Sept 2020 – Mental Health series kickoff

Oct 2020 – Anxiety/Stress

Location: Verizon Center

*The schedule is subject to change

Below are some fliers of our previous events



The Gemz
A mentoring and leadership program for girls and young women ages 12 to 24

GOAL SETTING WORKSHOP

Teleconference Session
Sat. Feb 1, 2020
10am EST.

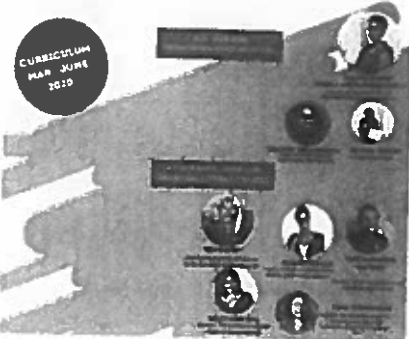
1 SET SMART GOALS



The Gemz **NEXT GEN**
A MENTORING AND LEADERSHIP PROGRAM FOR GIRLS AND YOUNG WOMEN AGES 12 TO 24

VIRTUAL SESSIONS

CURRICULUM
MAR - JUNE 2020



The Gemz **NEXT GEN**
A MENTORING AND LEADERSHIP PROGRAM FOR GIRLS AND YOUNG WOMEN AGES 12 TO 24

LEADERSHIP AND PERSONAL GROWTH SERIES

GOAL SETTING FOR
Aug 7

ADAMIA BLAIR
President of the
2019-2020 Student Body

COMMUNICATION AND NETWORKING FUNDAMENTALS
Sept 12

KIMBERLY BLAIR
President of the
2019-2020 Student Body

MENTAL HEALTH AND SELF CARE SERIES

GOAL SETTING FOR
Oct 6

KIMBERLY BLAIR
President of the
2019-2020 Student Body

COMMUNICATION AND NETWORKING FUNDAMENTALS
Oct 13

KIMBERLY BLAIR
President of the
2019-2020 Student Body

MENTAL HEALTH AND SELF CARE SERIES
Oct 20

KIMBERLY BLAIR
President of the
2019-2020 Student Body



1700

1700

1700

1700

1700

1700

B. NARRATIVE:

1. Project Name: THE GEMZ Mental and Physical Health Campaign/Project.

THE GEMZ will host its First Mental Health Awareness Campaign this summer and fall to address the increasingly mental health challenges we have noticed amongst the youth within the past year or two. As impactful and amazing as our programs has been over the past years, we are aware that one's mental health is almost as important or even more important than any other skill we equip and educate our girls on. In a recent article in Times, it states that "There's a Startling Increase in Major Depression among Teens in the U.S." Several other articles have addressed this and recently, NBC News had a documentary titled 'Generation at risk: America's youngest facing mental health crisis' where they highlighted the different increased diagnosable mental, emotional or behavioral disorder.

- a) **Impact**: Apart from the research and articles, we have first-hand witnessed the increased level of anxiety, stress and sometimes depression in the girls we serve and their peers. We've also seen a near-emergency situation that had to be escalated and after engaging parents, our teen girls and some mental health expert, we want to be proactive, dedicate more efforts and time this year to educate and equip our girls and the community on tools and resources needed to foster a good Mental Health.

We plan to accomplish this by incorporating this to our member-only programming, host a few community events for Greenbelt residents focused on Mental Health with Physical Fitness as one of the components. We will also partner with the Greenbelt Middle School and High school to promote these events and possibly have us host one of the events on campus for their students.

In order to provide unique opportunities for Greenbelt residents only, we will follow the same format we've done in the past which is to make the events highly discounted or free to only Greenbelt residents and charge non-Greenbelt residents that might want to attend.

This campaign will be accomplished through these programming:

- a) Workshops – We will host Mental Health focused workshops for our enrolled members that comprises of mostly Greenbelt residents. This session will be focused on **the teen girls**
- b) Community Event – We will host a FREE Community Event for Greenbelt residents (non-residents will pay a fee if space allows) where different experts in the Mental Health field, Life and Time-Management, Image and Beauty space will be present to **educate parents and teens**, provide and share information about tools and resources and host interactive booths where the girls can be engaged.
- c) Schools – We will like to host a session or two at the Greenbelt Middle school. We do have relationships with them from the past so will propose this for this year.

b. Feasibility:

- Timeline: This project will be activated in increments and over a few events starting in the Fall. We will host the Community Event as a Back to School campaign in September and the next two

quarters host a more streamlined Mental Health workshop. In other to keep their attention and make it applicable, we will host the Mental Health workshop every other event to spread it out and make it stick. The campaign will be accomplished within 6 months. From September 2020 to March 2021.

In order to implement this project, we will be utilizing:

- **Funds** – To fund this project, we currently have a few pending grant applications. We will also be utilizing our Membership fee to help cover some of the expenses for the member-only sessions.
- **Volunteers** – We will use our current volunteers and recruit new volunteers. Planning with our current volunteers is already underway. They will serve as facilitators, Project Coordinators and mentors.
- **Facilities** – We will be using the Greenbelt Community Center for our events and the Roosevelt High School field for our physical fitness session.
- **Partnerships** –
 - i) We currently have 3 experts on board. A) Dr Alicia Hodge, a therapist who specializes in Anxiety in teens, B) One of our Board members is a Physician who's also a Physical and Health expert. C) Image and Beauty expert
 - ii) We are currently in conversation with a few more Mental Health experts, Nutritionist and a couple of Physical Trainer/Fitness instructor. Will confirm within the next couple of months as we intensify the planning phase for the fall.

c. City support.

The city funds will be used to cover:

- a) Supplies and Materials used during the workshops.
- b) Subsidize the Registration Cost for Greenbelt residents/citizens.
- c) Community Event free and open to Greenbelt residents.

Our organization will match the requested city funding by funds we receive from the registration fees, grant and donations.

2. Organizational capacity:

We publicize our sponsored activities via our monthly newsletters to our parents and newsletter subscribers, schools and churches in Greenbelt, our social media accounts, flyer distributions, the Greenbelt News Review and the city of Greenbelt Facebook page.

We host monthly seminars/workshops with our girls and advertise via our mailing list, social media pages, flyers and schools.

b. **Financial history:** During this past and current fiscal year, our organization's activities have been funded primarily by:

- Annual membership fees
- Donations
- Community grants by the Greenbelt Community Foundation, City of Greenbelt Project Grant (2018), Walmart and All State Foundation.

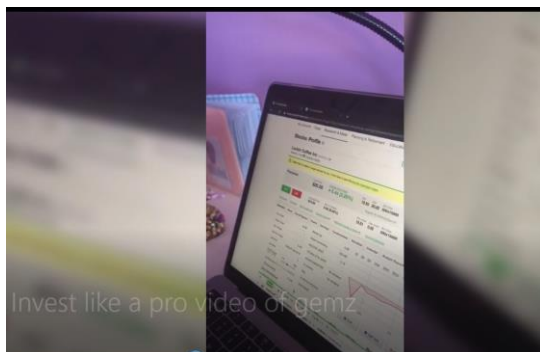
Award from last fiscal year:

Last fiscal year, we were awarded a grant award of \$2000 from the City of Greenbelt. This award was used for our Financial Literacy and Entrepreneurship Camp.

Highlights of the impact of the award received: (More information including data, pictures and testimonials) is available upon request.

- 48 girls were taught on Entrepreneurship. 9 launched their business within few months of the summer program.
- 29 middle and high school girls purchased their 1st stock via TD Ameritrade and now invest monthly after our Financial Literacy and Investment workshops.

Below are some of the pictures highlighting this impact which we are really excited and proud of:



Click on this image above to view the video highlights of some of our girls 1st stock purchase, their experience buying stocks and how they chose the stocks they purchased.

ADEOLA ARIYO-ENIKANOSU

Adeola Ariyo Enikanoselu is a sought-after reinvention and branding strategist and speaker who specializes in helping entrepreneurs and leaders build a strong personal brand and early-stage startups to attract their dream clients and grow a profitable brand.

With a distinct blend of executive, consulting, branding and nonprofit expertise, Adeola's first foray into business and entrepreneurship was over 18 years ago through one of the nation's most renowned women's beauty brands. Flourishing from a shy girl in her early twenties to a confident woman, while there, she cultivated her business and entrepreneurial acumen, learning everything from strategic networking to sales. Adeola rose to become one of the youngest top directors in the company's history. From there, her career has been one bold leap after the next, eventually launching her own IT consulting company, a thriving women's empowerment company, THE GENX Ladies Network, and a nonprofit, THE GEMZ, that mentors and develops girls into confident young women by teaching them the principles of leadership, self-esteem and entrepreneurship.

She now trains individuals and organizations on the power of vision, personal branding, executive presence, strategic partnerships and leadership skills through coaching and workshops across the country.

When it comes to developing and leveraging strategic partnerships, collaborations and acquiring capital to build and scale, Adeola's skillset is unmatched.

Adeola takes her clients brands from vision to venture, showing them the power—and profits—that result from having a branding expert mastermind, like her, on their team.

What Adeola hasn't gleaned from her own successes in the business realm, she's mastered in one of the world's best classrooms, such as Yale School of Management.

She holds a Bachelor's degree in Computer Science with a minor in Accounting at the Arizona State University and an Executive Education from the Yale School of Management.

To learn more about Adeola, you can find her at www.adeolainspires.com and @adeolainspires on all social media platforms.

Olabisi Emenanjo, PA-C, MPH

Olabisi Emenanjo is a Healthcare Provider licensed in the state of Maryland and she has been practicing Medicine in various healthcare fields for about 15 years with focus on Preventive Medicine.

She understands the importance of meeting patient's needs first and she is dedicated to providing quality care for her patients with high standard of integrity and compassion while promoting the importance of living a healthy lifestyle through preventive medicine.

She is the founder of ÀJÒ, a boutique travel service company offering both leisure and corporate

wellness Getaways to the beautiful Motherland Cape Town, South Africa. ÀÒÒ philosophy is based on Health, Spirituality and Exploration. She is also the owner and Administrator for A Sacred Heart Health, LLC (SHH). A Residential Service Agency that provides care and services for children and adults of all ages.

Olabisi Emenanjo is also the founder of Community Health Advocate (CHA), a not-for-profit organization dedicated to promoting preventive medicine, community health awareness and improving the quality of healthcare in young adults.

Elaine Scales

Elaine Scales is a Certified Professional Coach, a Certified DISC Consultant, an author and transformational speaker with over ten years of coaching experience. Elaine is passionate about helping her clients feel empowered enough to act on their passions, live a life filled with purpose and experience profound joy. Diagnosed with a brain tumor in 2003, Elaine faced her life's greatest challenge and was forced to reevaluate her purpose. As she faced this major challenge, Elaine knew she had to truly become in tuned with God's intentions for her and used her recovery time to listen to the small still voice within. In 2007, she founded Kibou (pronounced key-bow) Coaching to address the concerns of those who were experiencing roadblocks that kept them "on hold". Her practice works to eradicate whatever is stunting her client's growth and preventing them from using their gifts to make a significant difference and reshape their life as well as the lives of those around them. In the 1980s 'life coaching' grew out of sports and business coaching and was reserved for the elite. As life coaching became more popular it was available for those who never thought it possible and the benefits were truly rewarding. However, despite the growing popularity of life coaching it remains out of the reach of many who desire to grow, break generational patterns of behavior and mindset, and create a meaningful life – a life that they believed was never possible.

Elaine is a firm believer that powerful, positive and lasting transformation is a right not a privilege for all who are willing to do the work. At her very core she believes that eliminating obstacles, fears, and insecurities and replacing it with an increase in confidence, gaining clarity about your undeniable purpose and living that purpose is a right not a privilege for all.

Sharon J Lawrence

Mrs. Lawrence is a Licensed Clinical Social Worker (LCSW-C/ LCSW) (MD/VA/FL), Certified Anger Management Specialists-II (CAMS-II), Certified Prepare-Enrich Facilitator and Trainer, Certified Life Coach, Board Certified-TeleMental Health Provider (BC-TMH), an Approved Clinical Supervisor in Social Work (MD) and credentialed as an Employee Assistance Specialist-Clinician. She also holds a Certificate in Christian Ministries from the Evangel Bible College in Upper Marlboro, MD. She has over 15 years experience working with children, adults, couples and families within the following settings: mental health, substance abuse, foster care, family court, and developmental disabilities.

Mrs. Lawrence is a Therapist for Therapists, Professionals and Couples. Her passion is to improve the lives of clinicians and professionals who manage the day to day responsibility of caring for others. It has

been proven that this type of care can produce secondary trauma in addition to discovering and revealing past trauma and mental health challenges.

Mrs. Lawrence is committed to helping couples strengthen and revive their relationships through counseling using the Prepare-Enrich assessment and curriculum. She provides both short and long-term counseling through the use of Cognitive Behavioral Therapy, Solution Focused Therapy, Motivational Interviewing, and Eye Movement Desensitization Reprocessing (EMDR).

Mrs. Lawrence is an Author, National Speaker, Presenter, Trainer and Blogger. Her published works include, 7 Simple Ways to Shape Your Marriage: Strategies to Feeling Loved and Connected which helps couples refocus on the importance of working together with a stronger commitment to another; and the My Everything Gratitude Journal: 31 Day Gratitude Journal for Self-Care and Empowerment with Bonus Goal Setting Guide. She is the creator of “Desserts & Discussions: The Tour” which focuses on speaking at area churches, businesses and organizations on topics related to mental health, women's empowerment, marital enrichment, motivating entrepreneurs and personal growth. Quarterly Mrs. Lawrence hosts Networking Events for Mental Health and Human Service Professionals to connect and build their clinical resources.

Mrs. Lawrence is the co-host of It's All Business Entrepreneurship (Special Segment of The I Am Dr. Sharon Show) on Urban Style Media every 3rd Sunday from 10:00- 11:00 am. She is affectionately known as the SelfCarePreneur where she provides information on mental health, self-care, and trends related to emotional well-being aspect for business owners. She has been a subject matter expert on Good Morning Washington, Let's Talk Live, BMore Lifestyle, a number of conferences to include Boris L. Henson Foundation Can We Talk? Mental Health Conference. Mrs. Lawrence has also been featured in media publications and podcasts such as but not limited to Yahoo! Lifestyle, Bustle, The Root, Madamnoire, GoodTherapy, ArlNow, OldPodcast, and I Am CEO Podcast. In addition, Mrs. Lawrence is an Adjunct Professor for Bowie State University (Department of Behavioral Sciences and Human Services) and Prince George's Community College (Department of Human Services) where she is helping to prepare the next generation of helping professionals.



THE GEMZ, INC

A Mentoring and Leadership Program for girls and young ladies between the ages of 11 and 18.

Program/Calendar of Events

July 2019 - Financial Literacy - Savings and Budgeting Workshop

August 2019 – Stocks and Investing Camp.

Theme: Invest like a Pro.

This was a summer program where middle and high school girls were introduced to the Stock Market, purchased their 1st Stocks and it's now been introduced into our curriculum to do a quarterly Investment refresher and check in.

September 2019 – GENPRENEUR/Youth Entrepreneurship Day.

October 2019 – Back to School Empowerment Day.

The day will be focused on Public Speaking skills, Self Confidence and Back to School tips.

Guest Speaker: News Anchor, Chardelle Moore, at Fox 45 will teach the girls Public Speaking skills.

November 2019 – Half-Time – School Success Habits.

December 2019 – End of the Year/Holiday Toy Drive.

January 2020 – Vision Board Workshop

The girls were taught goal setting skills, how to set both short and long term goals.

February 2020 – Goal Setting Workshop - How to set S.M.A.R.T Goals.

The girls had a session teaching them how to set S.M.A.R.T goals that are Specific, Measurable, Actionable, result-oriented and has a Time deadline to it. It was a very interactive session and each of them shared their goals and used the S.M.A.R.T method to break their goals down.

March 2020 – Youth Entrepreneurship Workshop.

This is a session to teach our girls the basics of business and how to use their gifts and creativity to launch a business.

April 2020 - Budgeting.

April is Financial Literacy Month and we are kicking off the Financial Literacy Series with educating our girls on Budgeting.

May 2020 – Financial Literacy Series 2

June 2020 – Girls who invest like a Pro Investment Workshop

July 2020 - 7-Day ‘Leaders are made during a time as this’ Challenge – Our girls were given a 7 day challenge to identify a challenge in their community and provide a solution to the challenge/problem.

Aug 2020 – Goal setting and Decision-making skills

Sept 2020 – Communication Etiquette

Sept 2020 – Mental Health series kickoff

Oct 2020 – Anxiety/Stress

Location: Verizon Center

*The schedule is subject to change

Below are some flyers of our previous events



The Gemz
Living a life of value

A Mentoring and Leadership Program for girls and young ladies ages 11 to 15.

GOAL SETTING WORKSHOP

Teleconference Session
Sat, Feb 1, 2020.
10am EST.

I SET SMART GOALS

@thegemzinc

The Gemz THE GEMZ **NEXT GEN**
A MENTORING AND LEADERSHIP PROGRAM FOR MIDDLE AND HIGH SCHOOL GIRLS AGES 11 TO 17

VIRTUAL SESSIONS

CURRICULUM MAR - JUNE 2020

1ST QTR JAN - MAR 2020 ENTREPRENEURSHIP 101 SERIES

FOUNDER/HOST
ADEOLA ABIO-ERIKANDOSHI
President of THE GEMZ, INC. and Entrepreneurship Series Host

DELORES BELL WILSON
President, BELL CONSULTING, COACHES CO-OP COIN

JAYANA WOODS
CEO & CO-FOUNDER

2ND QTR APRIL - JUNE 2020 FINANCIAL LITERACY SERIES

KIM CATES
CEO, KIM CATES CONSULTING LLC, PITCH AND BOLD COACHING (A.P.M.)

SHANTE NICOLE
President, SHANTE NICOLE LLC, PITCH AND BOLD COACHING

TOPE FALOMOGBI
BAGDOW
President, TOPE FALOMOGBI LLC, PITCH AND BOLD COACHING

KEVA STURDEVANT
President, KEVA STURDEVANT LLC, PITCH AND BOLD COACHING

MOLLY REED, CPA
President, THE BATTLE FOR BOLD, PITCH AND BOLD COACHING

The Gemz THE GEMZ **NEXT GEN** **PRENEUR**
A MENTORING AND LEADERSHIP PROGRAM FOR MIDDLE AND HIGH SCHOOL AGED GIRLS AGES 11 TO 17

AUG - NOV 2020 LIVE VIRTUAL SESSIONS

LEADERSHIP AND PERSONAL DEVELOPMENT SERIES

24HR ACCESS TO AN ONLINE LEARNING PORTAL

MENTAL HEALTH AND SELF CARE SERIES

GOAL SETTING 101
Aug 8
BRIANNA BLAKE
Voting Editor, President of the University Assoc. of Pre-nurses Students

DECISION-MAKING 101
Aug 8
TIFFANY OYEMAN
Founding Partner, Psychology & Entrepreneur

COMMUNICATION AND NETWORKING ETIQUETTE
Sept 12
KERI STREIBLING
Founder and CEO of KSG Strategic Consulting

5-DAY ENTREPRENEURSHIP AND LEADERSHIP CHALLENGE AND PITCH COMPETITION

HOW TO DEAL WITH ANXIETY
Oct 10
DR ALICIA HODGE
LICENSED CLINICAL PSYCHOLOGIST

SELF CARE FOR GIRLS
Nov 14
MAEEMAH STAGOS
CHILD AND FAMILY WELL-BEING EXPERT

PARK AND RECREATION ADVISORY BOARD
REPORT TO CITY COUNCIL

Subject: GEMZ Project Grant Application

Background: GEMZ, Inc. submitted a Project Grant Application for FY2021, requesting \$2,700, taking into account necessary operational changes due to COVID-19-related cancellations and adjustments. Adeola Ariyo, Executive Director, presented the application to PRAB and answered several questions related to GEMZ and the application at PRAB's September 16 regular meeting.

Recommendation: PRAB supports and recommends approval of the Project Grant Application. The nonprofit organization provides valuable programs and experiences for youth in and around Greenbelt, and has adapted well to a virtual learning and collaboration environment.

Respectfully submitted by:
Jake Chesnutt, PRAB Chair
Ric Gordon, PRAB Vice-Chair

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Terri Hruby

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Hanover Parkway Bikeway Study

Suggested Action:

Reference:

Memorandum, M. Porter, 09/08/2020

Off-Road 30% Design Plans

Advisory Planning Board Report

GreenACES Report

Hanover Pkwy Final Report

On March 2, 2020, the City Council held a Work Session on the Hanover Parkway Bikeway Feasibility Study. This project, partially funded by a grant from the Maryland Department of Transportation Bikeways Program, includes the study of bicycle facilities in the Hanover Parkway corridor between Mandan Road and Good Luck Road and 30 percent designs of bicycle facilities on a priority area of Hanover Parkway between the Spellman Overpass and Greenbrook Drive.

The City's consultant developed two (2) alternatives for bicycle facilities on Hanover Parkway. One alternative was primarily an on-road option (Option A) while the other was an off-road option (Option B). These alternatives were presented to the Advisory Planning Board, GreenACES, Greenbriar Condominiums (Phase I, Phase II, and Greenbriar Community Association Board of Directors), and at a Community Meeting. The information about the project, including the alternatives, was shared with the Greenbelt East Advisory Coalition. These alternatives were also been discussed with the Department of Public Works and the Police Department. While pros and cons were identified for both alternatives, the off-road option was met with the most support.

On March 10, 2020 the City Council voted to support the off-road option and directed staff to authorize the City's consultant to move forward to develop 30 percent design drawings for the priority area. Since that time the consultant has completed the feasibility study and the 30

percent design drawings. Staff recommends that City Council approve the feasibility study and the 30 percent design drawings for the priority area.

Attachments:

[Memorandum, M. Porter, 09/08/2020.pdf](#)

[Off-Road 30% Design Plans.pdf](#)

[Advisory Planning Board Report.pdf](#)

[GreenACES Report.pdf](#)

[Hanover Pkwy Final Report.pdf](#)

CITY OF GREENBELT, MARYLAND
MEMORANDUM

TO: Nicole Ard, City Manager
FROM: Molly Porter, Community Planner
VIA: Terri Hruby, Director of Planning and Community Development
DATE: September 8, 2020
SUBJECT: Hanover Parkway Bikeway Feasibility Study and Design Plans

Background:

In November 2017, the City was awarded grant funding from the Maryland Department of Transportation Bikeways Program for the Hanover Parkway Bikeway Feasibility Study and Design Plans Project.

This project includes a feasibility study of bicycle facilities in the Hanover Parkway corridor between Mandan Road and Good Luck Road and 30% designs of bicycle facilities on a priority area of Hanover Parkway between the Spellman Overpass and Greenbrook Drive.

This priority area is a missing trail link, as identified in the Maryland Department of Transportation's statewide trail network vision document, "Maryland Trails: A Greener Way to Go." Gaining access to the Spellman Overpass is crucial for Greenbelt East residents to access Historic Greenbelt and a cross-city bicycle route which ultimately connects to the wider Anacostia regional trail network.

Project Progress:

Following the RFP process, the City contracted with Sabra & Associates who City staff have worked with to complete this project. As part of this project, two (2) alternatives for bicycle facilities on Hanover Parkway were developed. One of these alternatives is primarily an on-road option, while the other was an off-road option.

The on-road option would provide modest traffic calming on parts of Hanover Parkway and would require less stormwater management, assuming medians are planted. This option, however, would have a negative impact on the level of service on side streets and would require cyclists to transition from an on-road facility to an off-road facility.

The off-road alternative would provide for a uniform facility that does not require transitioning from on-road to off-road and would not require cyclists to cross Hanover Parkway. This path, proposed for the east side of Hanover Parkway, would be generally 10 feet wide and would accommodate cyclists and pedestrians. This alternative would also not impact existing traffic patterns on Hanover Parkway. This option, however, would have greater impervious surface impacts.

Several design assumptions were established during the creation of the alternatives. These include, protecting and separating the bicycle facility from all vehicles, designing an all ages facility, retaining trees to the greatest extent possible, and designing bicycle facilities with consideration of continuing maintenance.

These alternatives were presented to the Advisory Planning Board, GreenACES, Greenbriar Condominiums (Phase I, Phase II, and Greenbriar Community Association Board of Directors), at a Community Meeting, and at the March 2, 2020 City Council Work Session. Reports from both the Advisory Planning Board and GreenACES are included in Council's packet. These alternatives have also been discussed with the Department of Public Works and the Police Department.

During the March 2, 2020 Work Session the City Council received a presentation from Sabra & Associates on both alternatives and discussed several topics including, cyclist safety, trees along the northern section of Hanover Parkway near Greenbelt Road, and the cost of impervious and pervious surfaces for the off-road option. At the conclusion of the Work Session City Council directed Staff to place the off-road option (Option B) on an upcoming City Council agenda.

Option B was placed on the March 10, 2020 regular City Council agenda. At that time Staff recommended that City Council support the off-road option and direct staff to authorize the City's consultant to move forward to fully develop 30 percent design drawings for the priority area. City Council supported Staff's recommendation (7-0). Since that time the 30 percent design plans and the feasibility study have been finalized. Staff recommends that City Council approve the Hanover Parkway Bikeway Feasibility Study and 30 percent design plans.

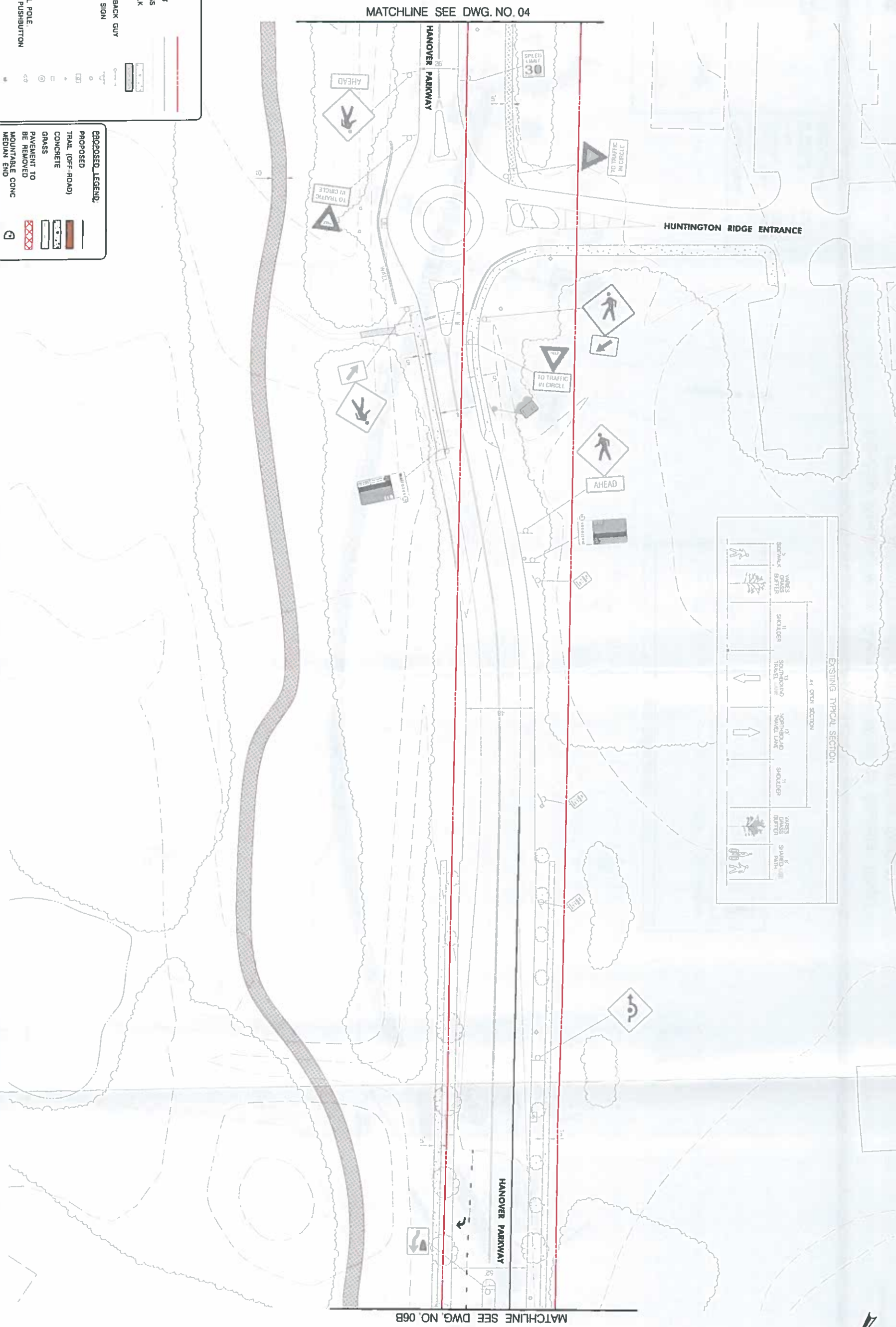


EXISTING LEGEND

- PROPERTY LINE
- EDGE OF PAVEMENT
- PAVEMENT MARKINGS
- CONCRETE SIDEWALK
- ASPHALT PAATHWAY
- UTILITY POLE AND BACK GUY
- GROUND-MOUNTED SIGN
- LIGHT POLE
- INLETS
- FIRE HYDRANT
- HANDBOX
- SIGNAL POLE
- PEDESTRIAN SIGNAL POLE
- SIGNAL HEAD AND PUSHBUTTON
- MAN HOLE

PROPOSED LEGEND

- PROPOSED TRAIL (OFF-ROAD)
- CONCRETE
- GRASS
- PAVEMENT TO BE REMOVED
- MOUNTABLE CONC
- MEDIAN END



EXISTING TYPICAL SECTION

4' OPEN SECTION

3' VINES SIDEWALK BUFFER	11' SHOULDER	13' SLOWING TRAVEL LANE	13' SLOWING TRAVEL LANE	11' SHOULDER	3' VINES SIDEWALK BUFFER	8' SWALED PAV.
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Hanover Parkway: from Good Luck Road to Mandan Road
Bikeway Facility Concept: Option B (Trail Only Option)



DWG. NO. 05B

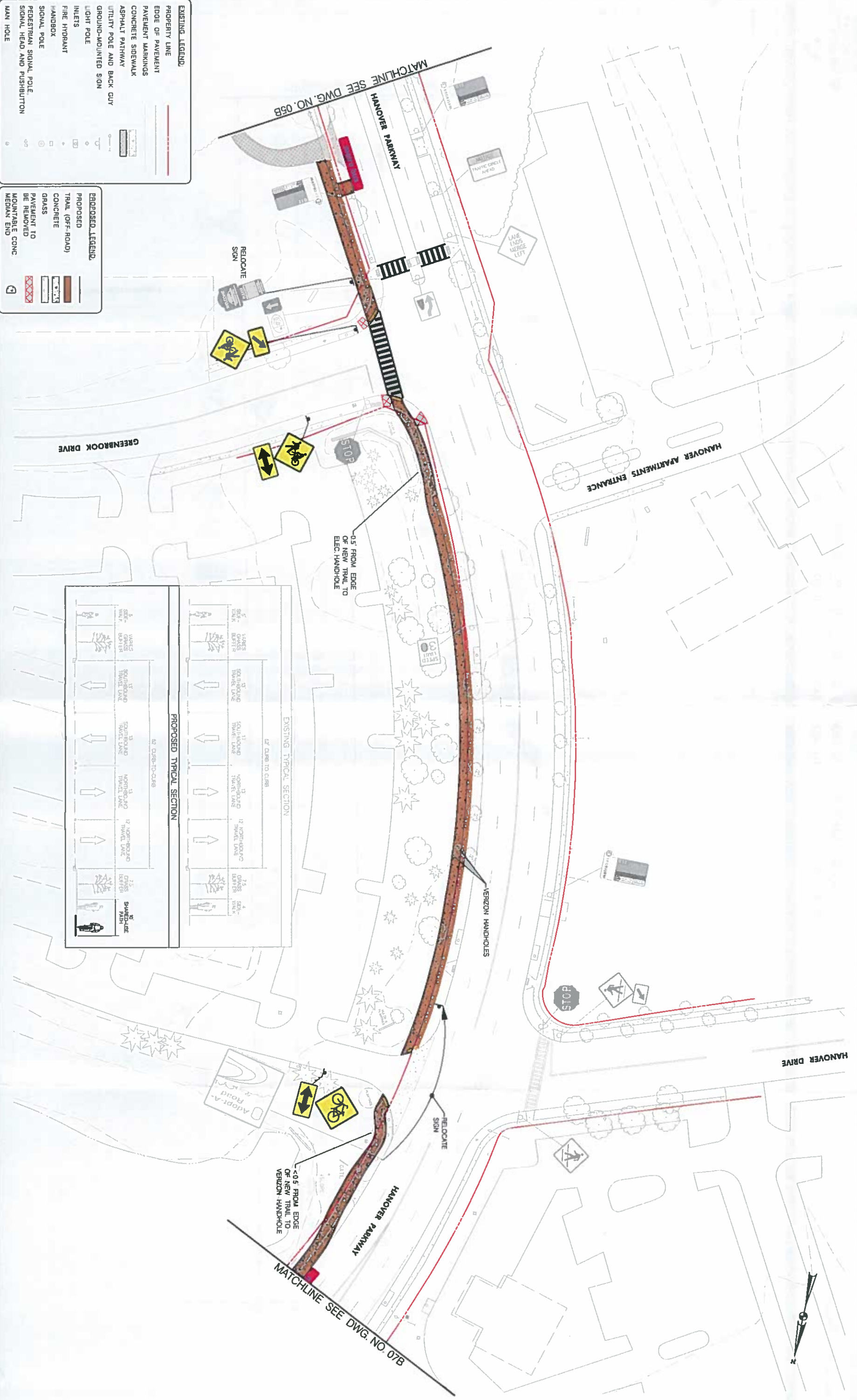


EXISTING LEGEND:

- PROPERTY LINE
- EDGE OF PAVEMENT
- PAVEMENT MARKINGS
- CONCRETE SIDEWALK
- ASPHALT PATHWAY
- UTILITY POLE AND BACK GUY
- GROUND-MOUNTED SIGN
- LIGHT POLE
- INLETS
- FIRE HYDRANT
- HANDBOX
- SIGNAL POLE
- PEDESTRIAN SIGNAL POLE
- SIGNAL HEAD AND PUSHBUTTON
- MAN HOLE

PROPOSED LEGEND:

- PROPOSED TRAIL (OFF-ROAD)
- CONCRETE
- GRASS
- PAVEMENT TO BE REMOVED
- MOUNTABLE CONC
- MECHANICAL END



EXISTING TYPICAL SECTION				
12' CURB TO CURB				
4" GRASS SIDEWALK	12' NORTHBOUND TRAVEL LANE	12' NORTHBOUND TRAVEL LANE	12' NORTHBOUND TRAVEL LANE	7.5' GRASS SIDEWALK
4" GRASS SIDEWALK	12' SOUTHBOUND TRAVEL LANE	12' SOUTHBOUND TRAVEL LANE	12' SOUTHBOUND TRAVEL LANE	4" GRASS SIDEWALK
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4" GRASS SIDEWALK	12' SOUTHBOUND TRAVEL LANE	12' SOUTHBOUND TRAVEL LANE	12' SOUTHBOUND TRAVEL LANE	4" GRASS SIDEWALK
12' CURB TO CURB				
PROPOSED TYPICAL SECTION				
12' CURB TO CURB				
4" GRASS SIDEWALK	12' NORTHBOUND TRAVEL LANE	12' NORTHBOUND TRAVEL LANE	12' NORTHBOUND TRAVEL LANE	7.5' GRASS SIDEWALK
4" GRASS SIDEWALK	12' SOUTHBOUND TRAVEL LANE	12' SOUTHBOUND TRAVEL LANE	12' SOUTHBOUND TRAVEL LANE	4" GRASS SIDEWALK
4" GRASS SIDEWALK	12' SOUTHBOUND TRAVEL LANE	12' SOUTHBOUND TRAVEL LANE	12' SOUTHBOUND TRAVEL LANE	4" GRASS SIDEWALK
4" GRASS SIDEWALK	12' SOUTHBOUND TRAVEL LANE	12' SOUTHBOUND TRAVEL LANE	12' SOUTHBOUND TRAVEL LANE	4" GRASS SIDEWALK
12' CURB TO CURB				

Hanover Parkway: from Good Luck Road to Mandan Road
Bikeway Facility Concept: Option B (Trail Only Option)

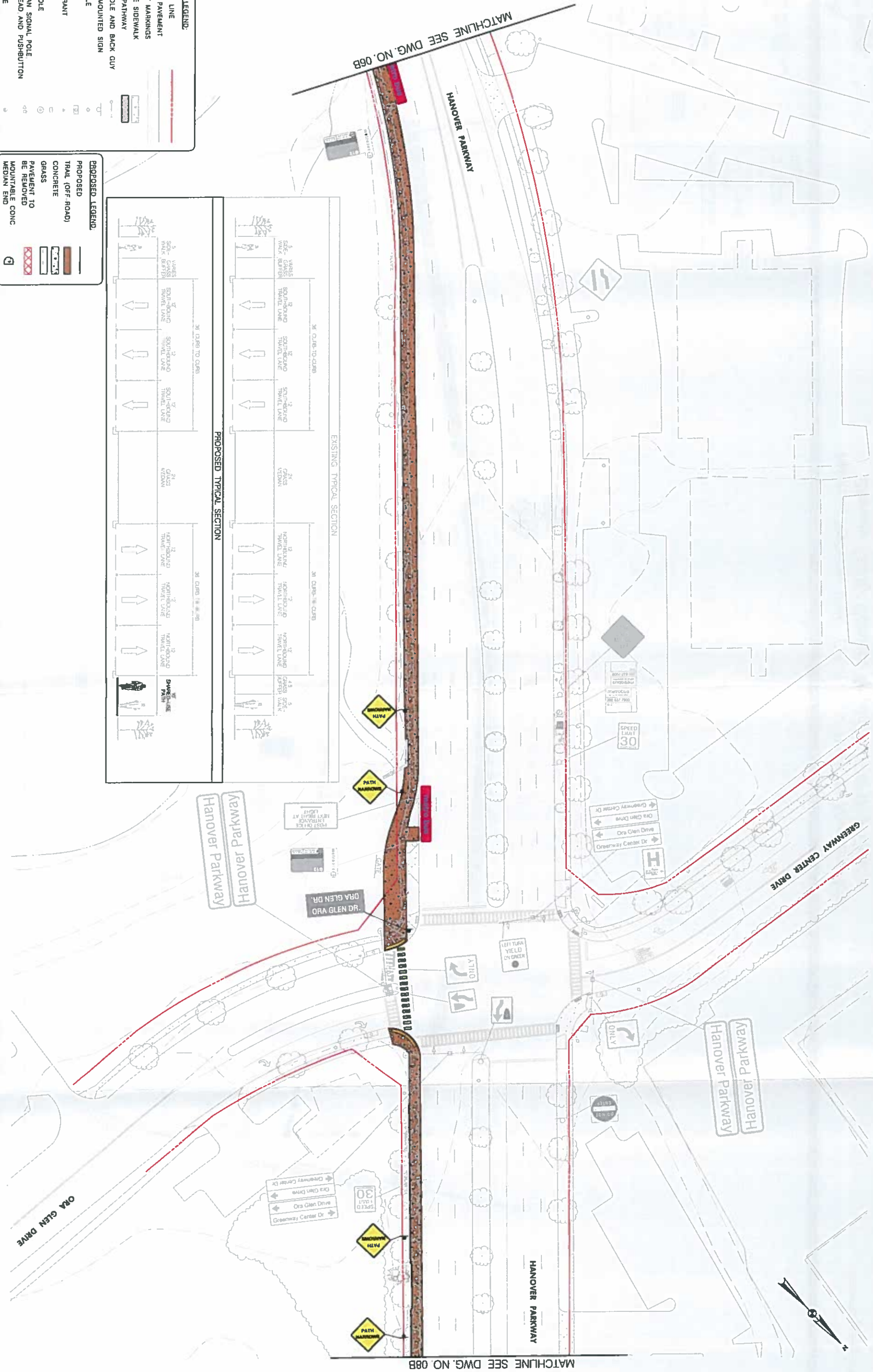
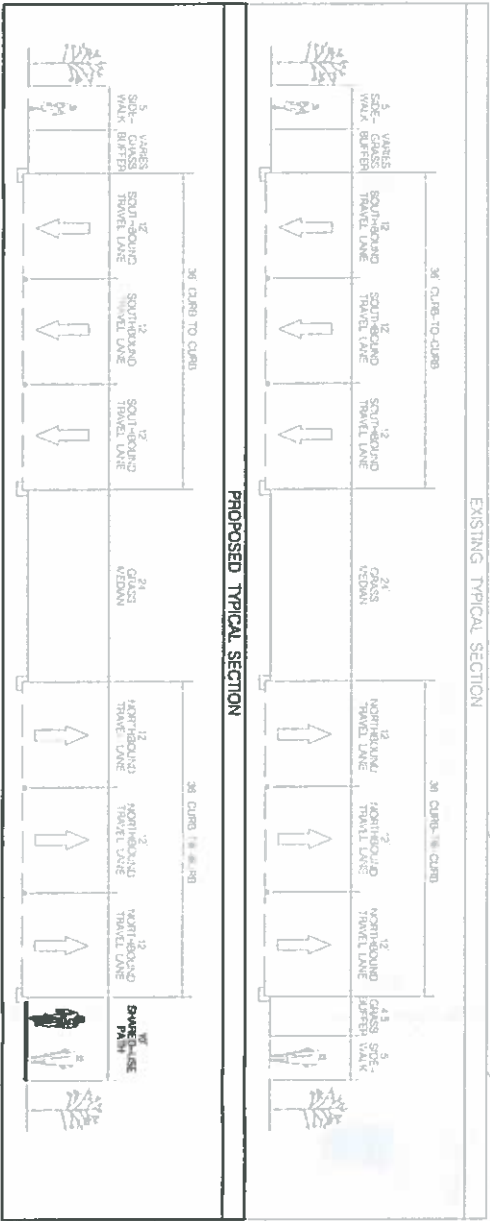


EXISTING LEGEND:

- PROPERTY LINE
- EDGE OF PAVEMENT
- PAVEMENT MARKINGS
- CONCRETE SIDEWALK
- ASPHALT PATHWAY
- UTILITY POLE AND BACK GUY
- GROUND-MOUNTED SIGN
- INLETS
- LIGHT POLE
- FIRE HYDRANT
- HANDBOX
- SIGNAL POLE
- PEDESTRIAN SIGNAL POLE
- SIGNAL HEAD AND PUSHBUTTON
- MAN HOLE

PROPOSED LEGEND:

- PROPOSED TRAIL (OFF ROAD)
- CONCRETE
- GRASS
- PAVEMENT TO BE REMOVED
- MOUNTABLE CONC
- MEDIAN END



Hanover Parkway: from Good Luck Road to Mandan Road
Bikeway Facility Concept: Option B (Trail Only Option)



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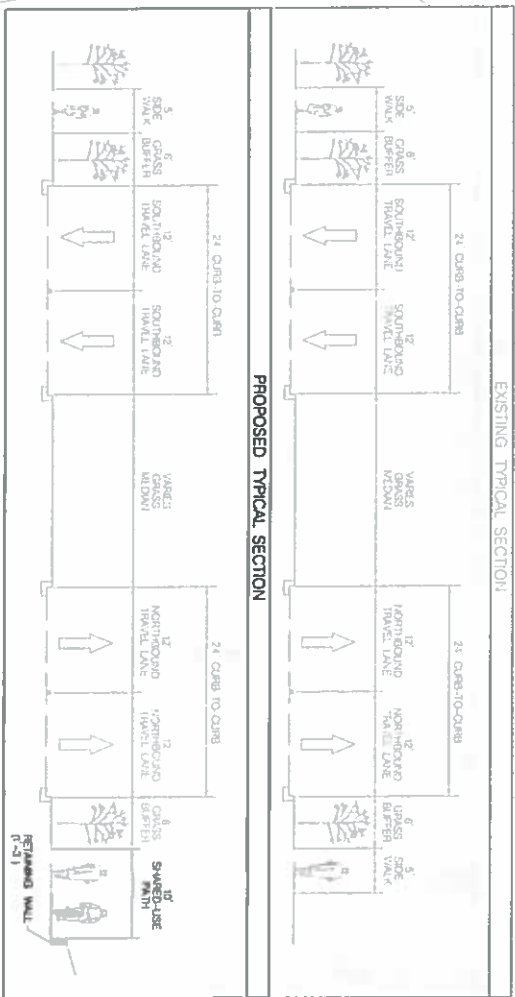
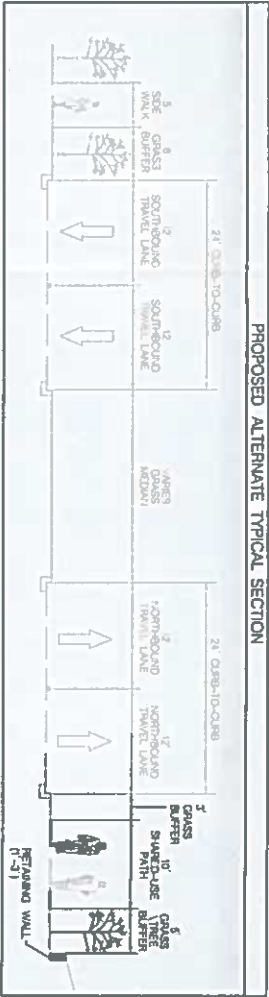
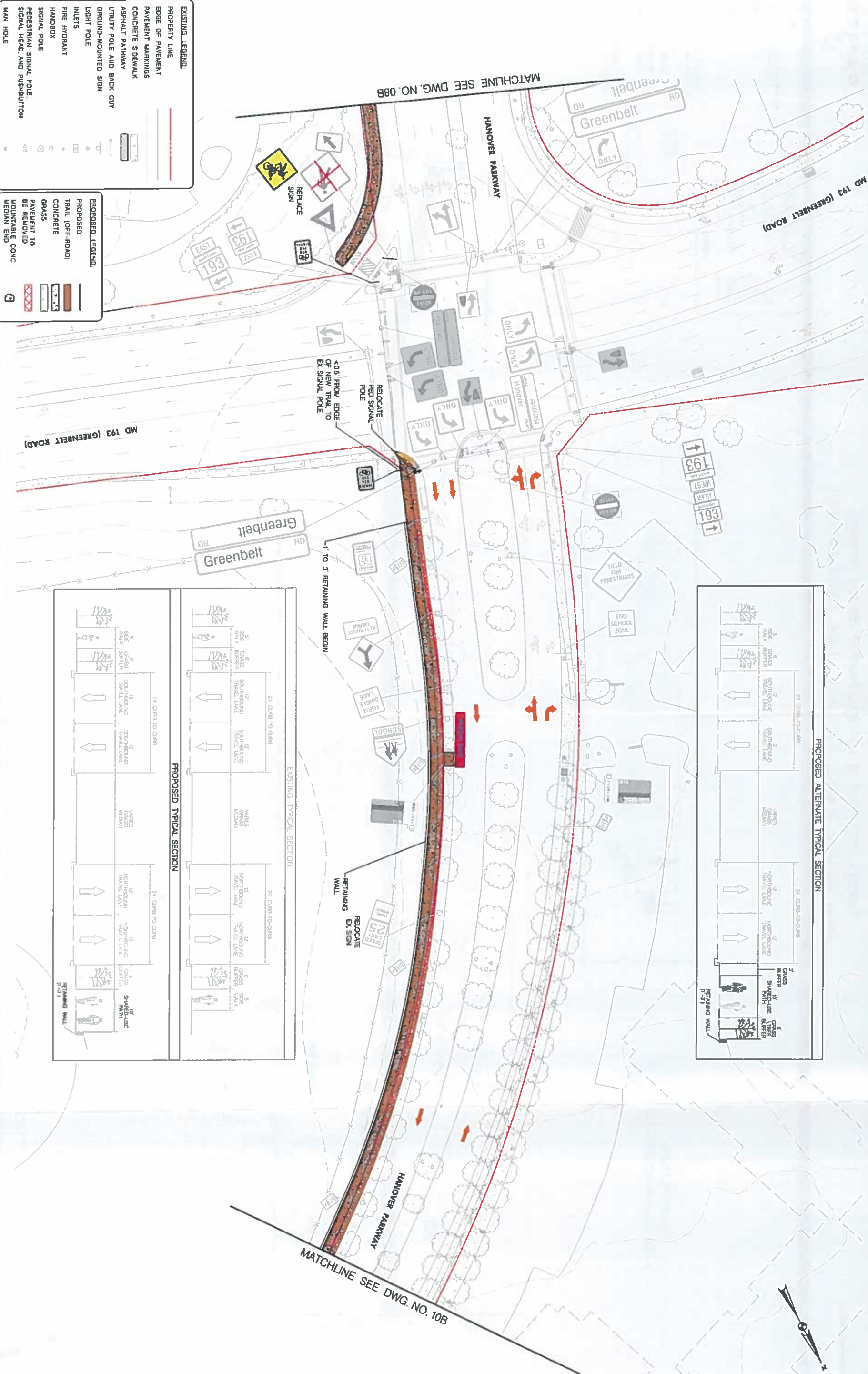


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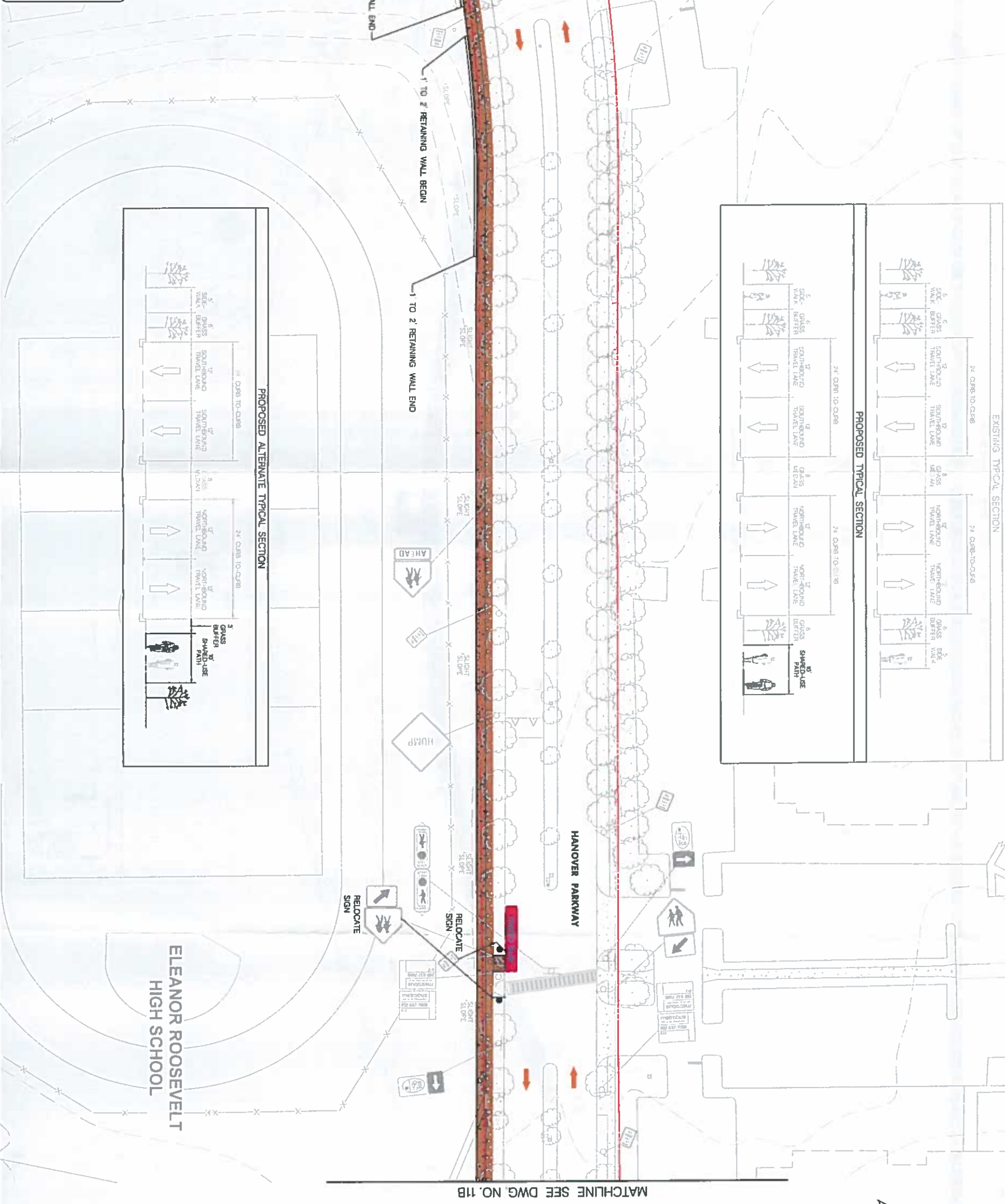
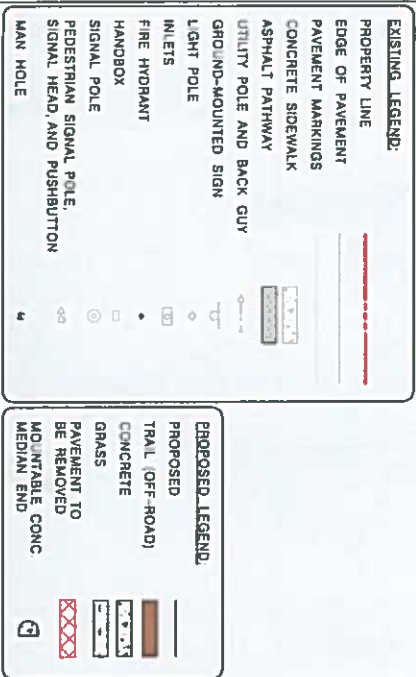
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- CONCRETE SIDEWALK
- ASPHALT PATHWAY
- UTILITY POLE AND BACK GUY
- GROUND-MOUNTED SIGN
- LIGHT POLE
- INLETS
- FIRE HYDRANT
- HANDBOX
- SIGNAL POLE
- PEDESTRIAN SIGNAL POLE
- SIGNAL HEAD AND PUSHBUTTON
- MAN HOLE

PROPOSED LEGEND:

- PROPOSED TRAIL (OFF-ROAD)
- CONCRETE
- GRASS
- PAVEMENT TO BE REMOVED
- MOUNTABLE CONC.
- MEDIAN END



Hanover Parkway: from Good Luck Road to Mandan Road
Bikeway Facility Concept: Option B (Trail Only Option)



Hanover Parkway: from Good Luck Road to Mandan Road
Bikeway Facility Concept: Option B (Trail Only Option)



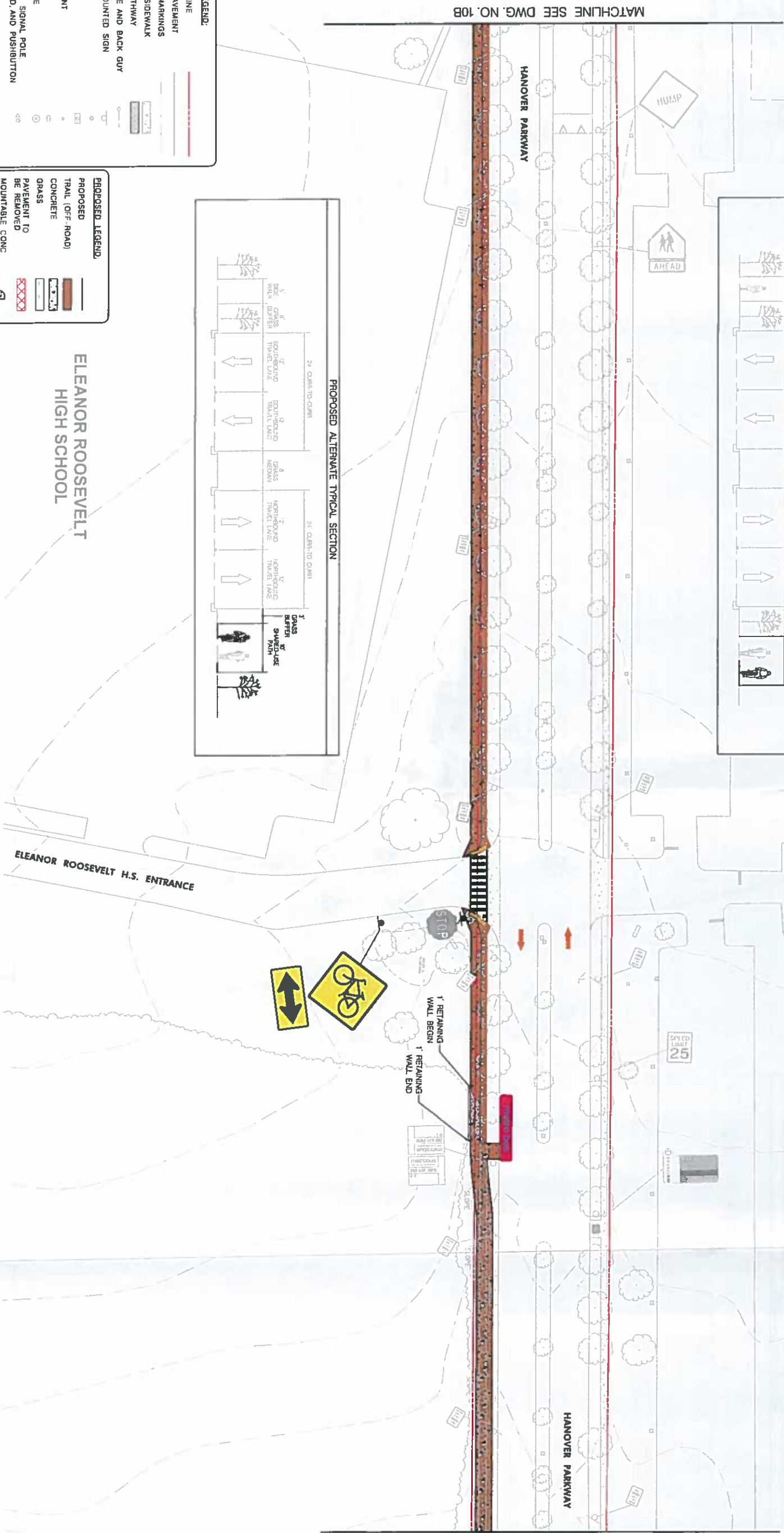
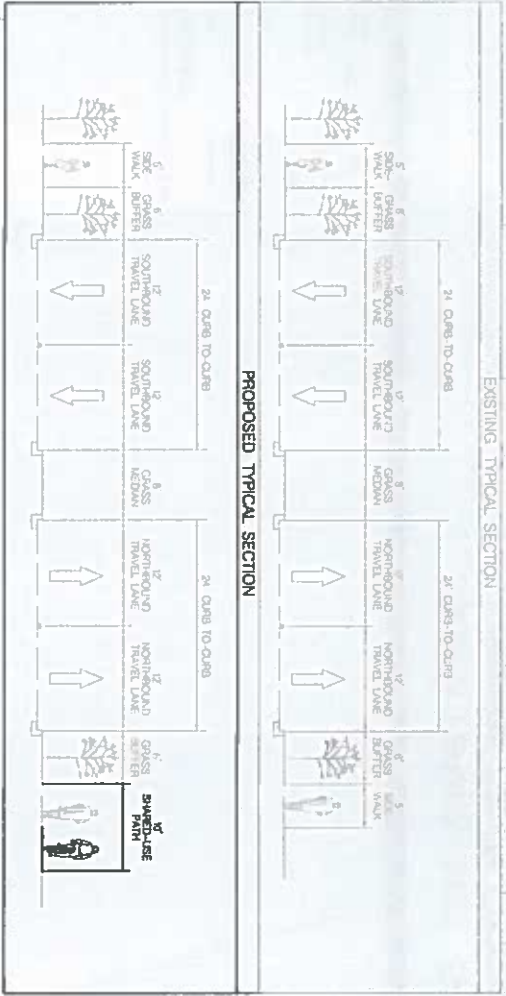
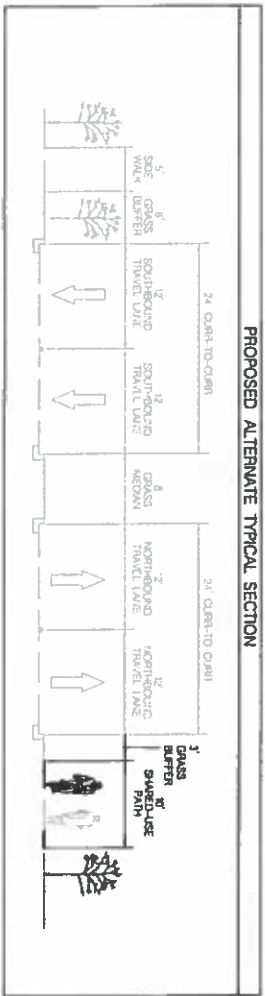
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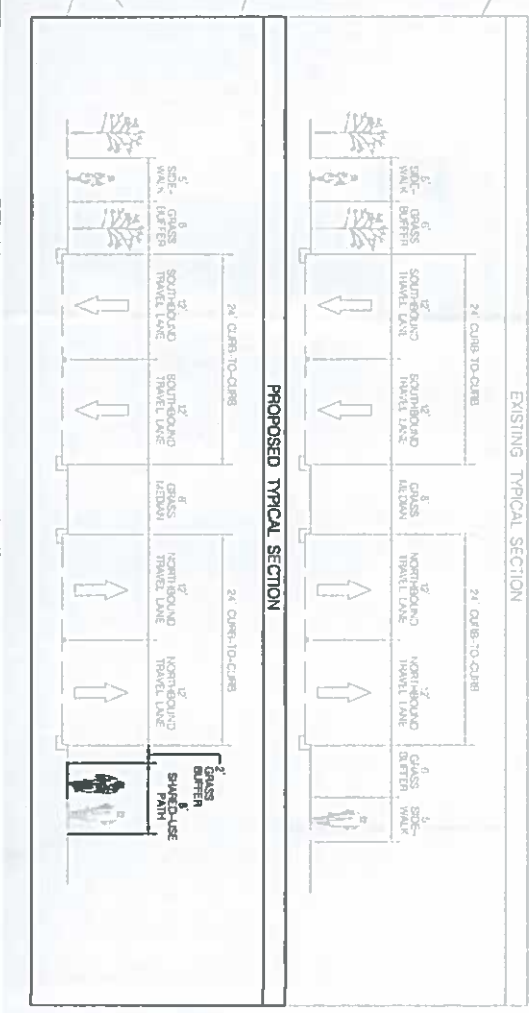
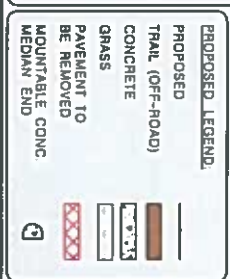
PROPOSED LEGEND:

- PROPOSED TRAIL (OFF-ROAD)
- CONCRETE
- GRASS
- PAVEMENT TO BE REMOVED
- MOUNTABLE CONC
- MEDIAN END

**ELEANOR ROOSEVELT
HIGH SCHOOL**



Hanover Parkway: from Good Luck Road to Mandan Road
Bikeway Facility Concept: Option B (Trail Only Option)



Hanover Parkway: from Good Luck Road to Mandan Road
Bikeway Facility Concept: Option B (Trail Only Option)

**ADVISORY PLANNING BOARD
REPORT TO COUNCIL**

**REPORT NO. 2019-09
Date: 8/27/2019**

SUBJECT: Hanover Parkway Bicycle Facilities Alternatives

BACKGROUND:

On August 21, 2019 the Board received a presentation from Sabra & Associates regarding alternatives for bicycle facilities on Hanover Parkway. These alternatives span from just south of Greenbrook Drive to past the Spellman Overpass. Bicycle facilities on Hanover Parkway would provide a link between Greenbelt East and Historic Greenbelt. The alternatives presented included an on-road option and an off-road shared used path option.

ANALYSIS:

After the presentation of both alternatives, the Board discussed the advantages and disadvantages of each option. Two of the topics that were heavily discussed during this conversation were the ease with which a cyclist could use each option and the safety each option provided to cyclists.

With respect to the ease of use, the Board discussed how the on-road option includes a small section where cyclists would use an off-road path near the intersection of Hanover Parkway and Greenbelt Road. The Board felt this may cause some confusion about how to use the bike trail.

The off-road option is a continuous path for the entire corridor which would minimize confusion about use. The Board also felt that the off-road option would offer an increased level of safety for cyclists using bicycle facilities on Hanover Parkway.

RECOMMENDATION:

The Board voted unanimously (4-0) to recommend that City Council support the production of 30% design plans for the off-road shared use path option for bicycle facilities on Hanover Parkway.

Respectfully Submitted,

Keith Chernikoff
Chair

Molly Porter

From: ecolivingmag@aol.com
Sent: Tuesday, November 12, 2019 1:49 PM
To: Molly Porter
Cc: Luisa Robles
Subject: Green ACES recommendations re: Hanover Pkwy bike path

Hi, Molly.

I'm sorry about not getting back to you sooner.

Green ACES discussed the two alternate routes for the bike path on Hanover Parkway that were presented by SABRA & Associates at the August Green ACES meeting. We don't recommend either of the routes per se, but prefer a hybrid version consisting of parts of each.

North of Greenbelt Road, Green ACES recommends the on-road path adjacent to Eleanor Roosevelt High School property, where the right lane disappears, because this location currently causes problems, especially during school hours. Drivers try to make this two lanes where it is designed to be one. Also, for safety reasons, Green ACES recommends one of the rigid barrier options, such as one of the concrete curb options.

On the opposite side of Greenbelt Road, south from Greenbelt Road toward Greenway Center Drive and Ora Glen Drive, we recommend the off-road path, near the sidewalk, that meanders in front of or behind the tree line, depending on the space and where the trees are now. Although this part of the bike route would be more impactful and require more maintenance, we believe that this is well worth it because of safety reasons. Also, the on-road option would cause congestion on Hanover Parkway.

I hope I've described this properly. If you have any questions, please let me know.

Best,

John

John Lippert

Chair, Greenbelt Advisory Committee on Environmental Sustainability (Green ACES) / Green Team

~~XXXXXXXXXXXX~~

Greenbelt, MD 20770

~~XXXXXXXXXXXX~~



Hanover Parkway Bikeway Feasibility Study and 30% Design Plan

June 2020



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Appendix A: Existing Conditions Drawings	Appendix E: Capacity Analysis
Appendix B: Vehicle Traffic Data	Appendix F: Conceptual Drawings
Appendix C: Crash Data	Appendix G: Cost Estimate Details
Appendix D: Pedestrian, bike, and Vehicle Counts	Appendix H: 30% Design, Preferred Option

1. Introduction

As shown in Figure 1, the 1.92-mile Hanover Parkway corridor, is a north-south running arterial that connects the majority of residential neighborhoods, commercial developments, office buildings, schools, and recreational amenities, east of the Baltimore-Washington Parkway. Furthermore, it also links with Spellman overpass over the Baltimore-Washington Parkway, that connects Old Town Greenbelt with East Greenbelt. Accordingly, a low-stress, highly-accessible bicycle facility along Hanover Parkway has the potential to be the bicycle “spine,” providing access throughout East Greenbelt and allowing residents of all ages and abilities to make many of their intra-neighborhood trips by bike, while also providing bikeable access to and from Old Town. Additionally, this facility would provide a more direct and defined connection along the East Coast Greenway, that currently diverts through neighborhood streets in a circuitous fashion, as shown in Figure 1. The purpose of this study is to:

- 1) Determine the best options for installing a protected bike facility within the Hanover Parkway corridor, considering safety, comfort, cost, and connections to key destinations.
- 2) Develop 30% design plans for a preferred option of a priority segment of Hanover Parkway, between Spellman Overpass to just south of Greenbrook Drive.

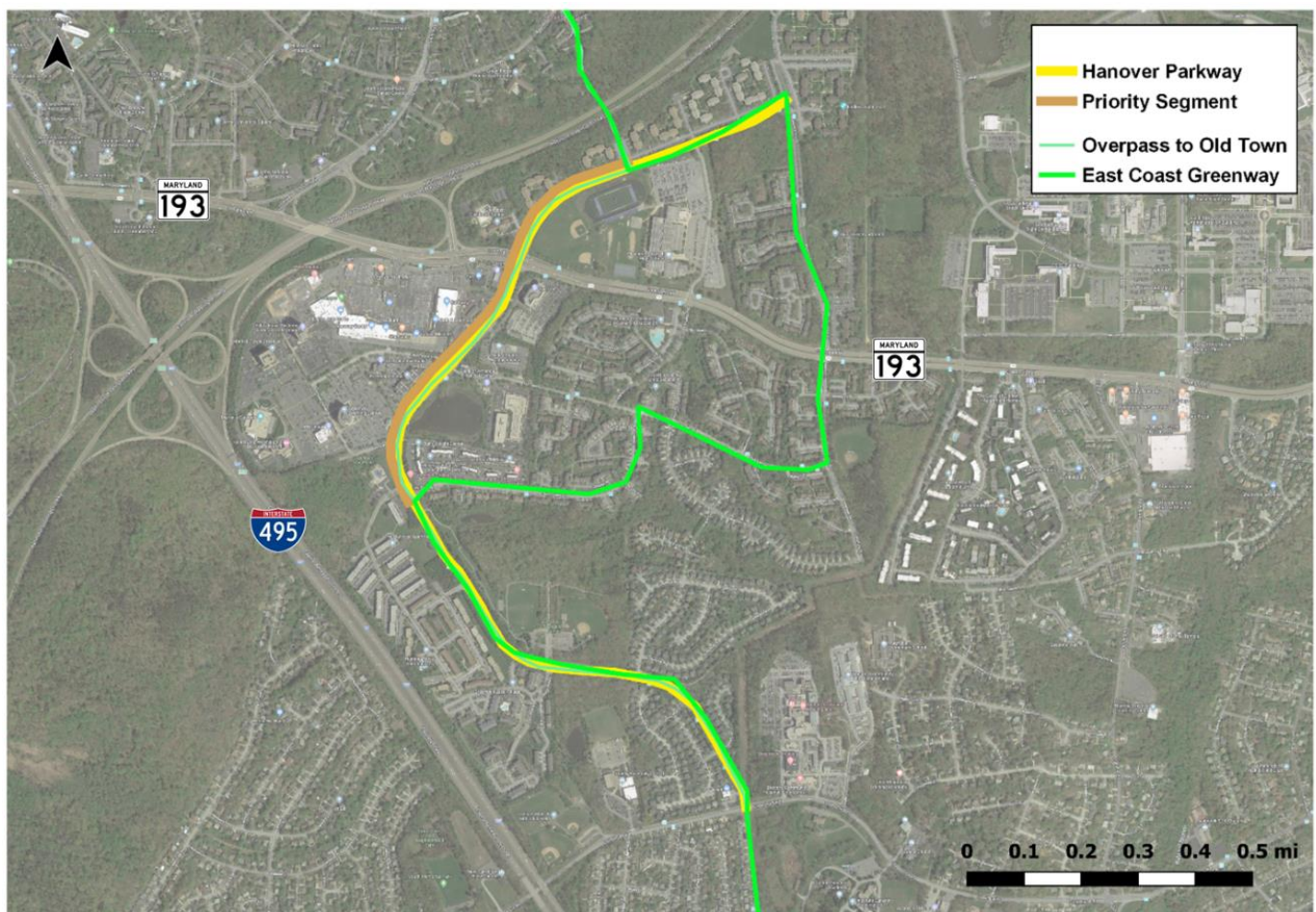


Figure 1: Hanover Parkway Study Area

2. Prior Planning Studies

In 2014, The City of Greenbelt completed their Pedestrian and Bicycle Master Plan. The plan calls for a network of bike lanes connecting Greenbelt neighborhoods to key amenities and destinations in the City. Hanover Parkway is included within the plan as a target for corridor and intersection-level bicycle upgrades. Bicycle-related improvements from the Plan are summarized in Table 1.

Table 1: Recommendations for Bicycle Facilities on Hanover Road from the City of Greenbelt Pedestrian and Bicycle Master Plan

Location	Recommendation
Intersection of Good Luck Road and Hanover Parkway	Install bike box (or move stop bars back from crosswalk) to create space for left turns from Good Luck Road onto Hanover Parkway.
Hanover Parkway between Good Luck Road and Megan Lane	Conduct traffic analysis and geometric study to determine whether vehicle lanes can be narrowed and/or removed to allow installation of bicycle lanes.
Hanover Parkway between Megan Lane and Greenbrook Drive	• Convert striped shoulders to bicycle lanes. • Use dashing and signage to warn bicyclists that bicycle lanes end at roundabouts. • Install share the road signage on approaches to roundabouts to alert drivers that they must share the road with cyclists. • Consider providing ramps and wide sidewalks at roundabouts to enable inexperienced cyclists to navigate the intersection.
Hanover Parkway from Greenbrook Drive to MD 193	• Conduct traffic analysis and geometric study to determine whether vehicle lanes can be narrowed and/or removed to allow installation of bicycle lanes. • Evaluate the potential for formalizing the crossing at the intersection of Hanover Parkway and Greenway Center access road
Intersection of Hanover Parkway and Ora Glen Drive	• Provide left-turn bicycle lane to facilitate bicycle access to Greenway Center from northbound Hanover Parkway. • Install an advanced stop bar or bike box to provide bicycle storage space for northbound, left-turning bicycle traffic.
Hanover Parkway between MD 193 and Mandan Road	Install bicycle lanes on uphill sections and shared-lane markings (sharrows) on downhill sections
Intersection of MD 193 and Hanover Parkway	• Reconfigure slip lanes designed to accommodate eastbound, right-turning traffic and northbound right-turning traffic to reduce vehicle speeds and enhance crosswalk safety • Install raised crosswalks between the southeast corner and ‘pork chop’ island and southwest corner and ‘pork chop’ island to further reduce vehicle speeds and reinforce yielding for users of the crosswalk.

A low-stress Hanover Parkway bicycle route would also connect to other planned bicycle routes on Ora Glen Drive, Mandan Road, Good Luck Road, and MD 193. Figure 2 shows planned bicycle routes near Hanover Parkway, both from the Pedestrian and Bicycle Master Plan and the Prince George’s Countywide Master Plan of Transportation. A stated policy of the Countywide Master Plan of Transportation is to provide bicycle linkages to schools, parks, recreation areas, commercial areas, and employment centers, in accordance with Complete Streets standards.

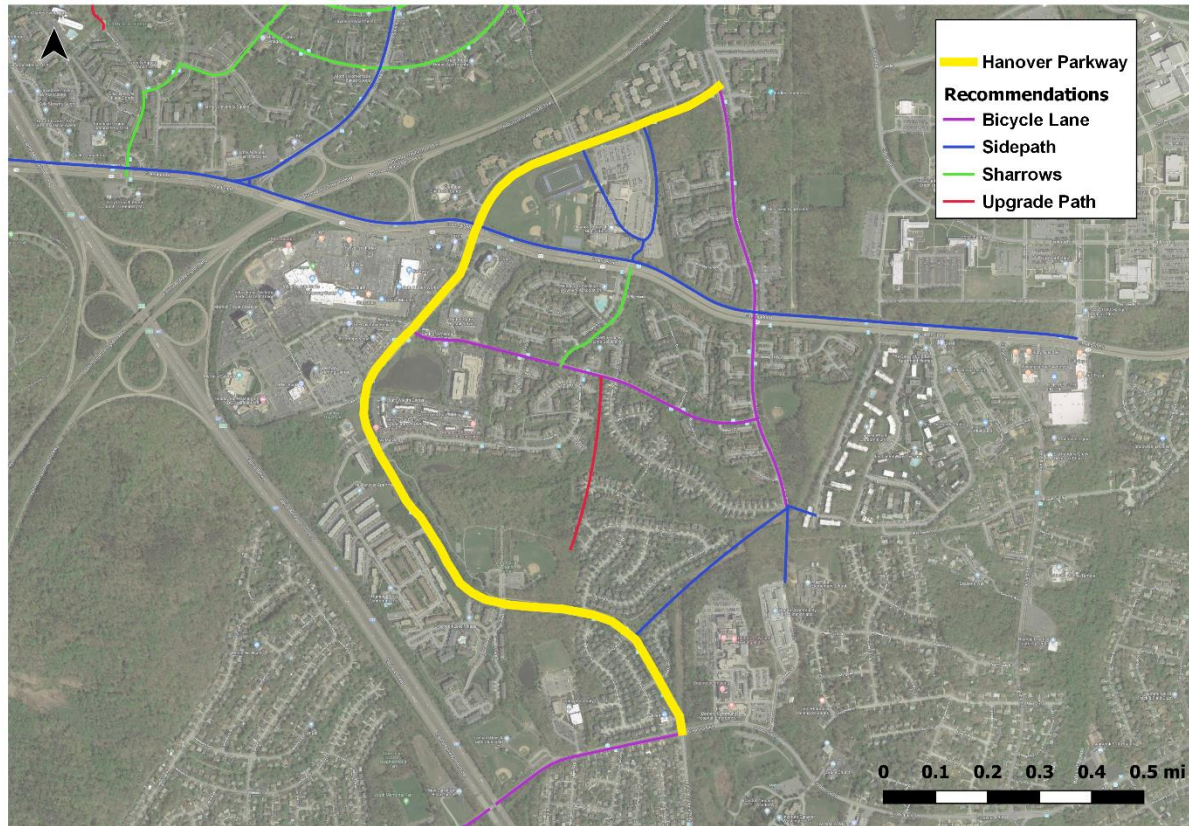


Figure 2: Planned Bicycle Routes from the City of Greenbelt Pedestrian and Bicycle Master Plan

3. Roadway Characteristics

3.1. Roadway Profile

Hanover Parkway is a 1.92-mile corridor that extends from Good Luck Road to Mandan Road, crossing MD 193. The speed limit is 30 mph, south of MD 193, and 25 mph north of MD 193. There are three signalized intersections on Hanover Parkway (Good Luck Road, Ora Glen Drive, and MD 193). The residential area south of Greenbrook Drive also contains two roundabouts along Hanover Parkway: one at the entrance to the Hunting Ridge Condominiums and another at Village Park Drive. Appendix A shows a detailed plan view of the existing conditions for the corridor, from Good Luck Road to Mandan Road.

Cross-Sections

From approximately 285 feet north of Good Luck Road to 270 feet south of Greenbrook Drive, Hanover Parkway is a two-lane road with right-turn bays at each intersection. A tree-lined median is present between Good Luck Road and Megan Lane. Wide shoulders are present wherever right-turn bays are not. Shoulders/bays average 10 feet in width, while travel lanes are 14 feet wide on average. Figure 3 shows the cross section for this segment.

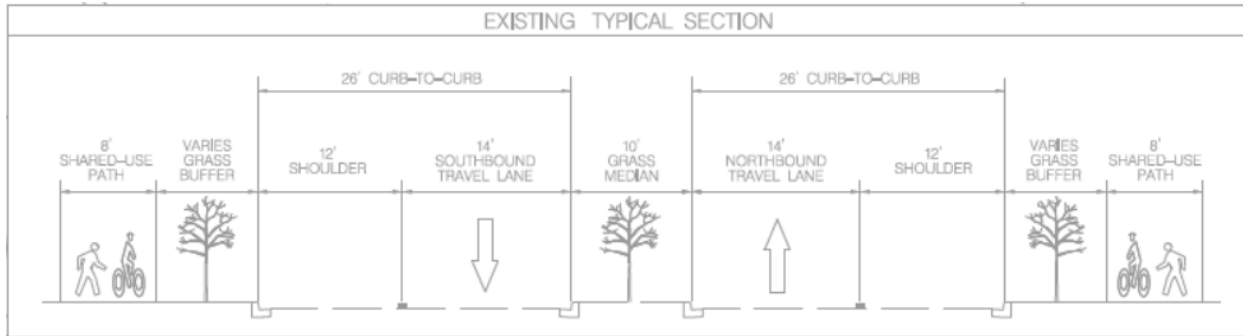


Figure 3: Typical Cross-section, Good Luck Road to Greenbrook Drive

Hanover Parkway transitions to a four-lane road with no shoulder 270 feet south of Greenbrook Drive. North of Greenbrook Drive, lanes consistently average 12 or 13 feet. Figure 4 shows the cross-section for this segment.

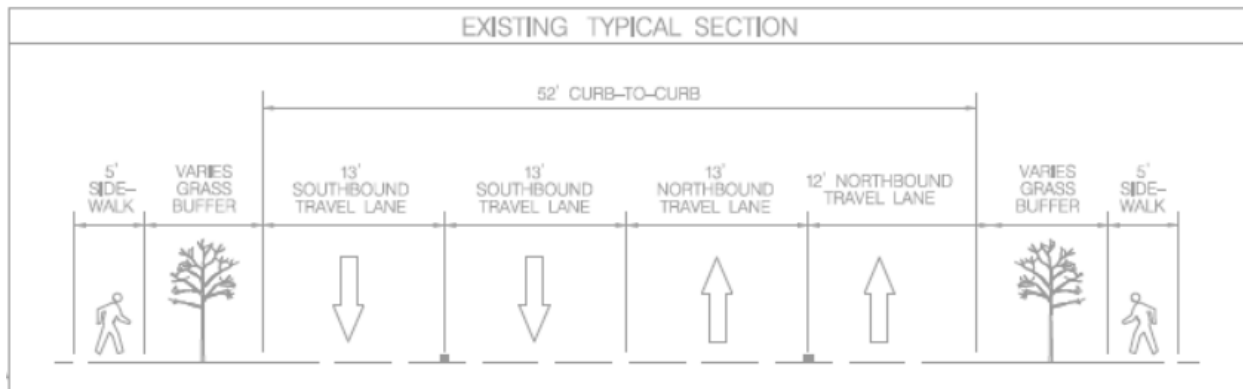


Figure 4: Typical Cross-section, Greenbrook Drive to Hanover Drive

Approximately 315 feet north of Hanover Drive, Hanover Parkway becomes a six-lane road up to MD 193 (Greenbelt Road), with additional left-turn bays at Ora Glen Drive and at some commercial entrances. Figure 5 shows the cross-section for this segment.

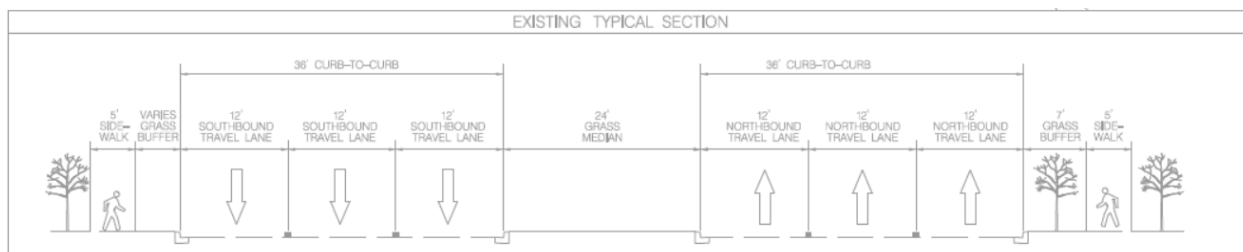


Figure 5: Typical Cross-section, Hanover Drive to MD 193

North of MD 193, Hanover Parkway becomes a four-lane road, divided with a wide tree-lined median. The segment, however, functions as a two-lane road with parking on the southbound curbside lane and a shoulder on the northbound curbside lane, with parking prohibited. Figure 6 shows the cross-section for this segment.

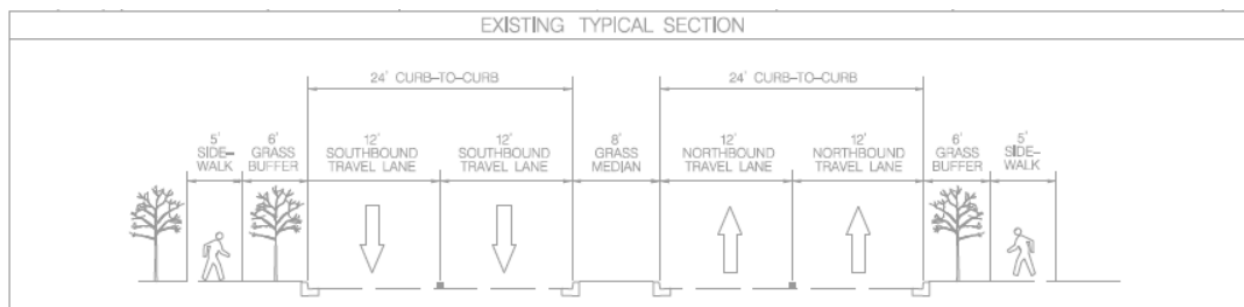


Figure 6: Typical Cross-section, MD 193 to Mandan Road

3.2. Land Use

Hanover Parkway abuts Eleanor Roosevelt High School, Schrom Hills Recreation Center, the Greenway Center (consisting of retail, office space, restaurants, and grocery), and several multi-family and single-family communities. Figure 7 shows the Prince George's County zoning around Hanover Parkway, demonstrating the mix of land uses and, accordingly, high potential for short trips.

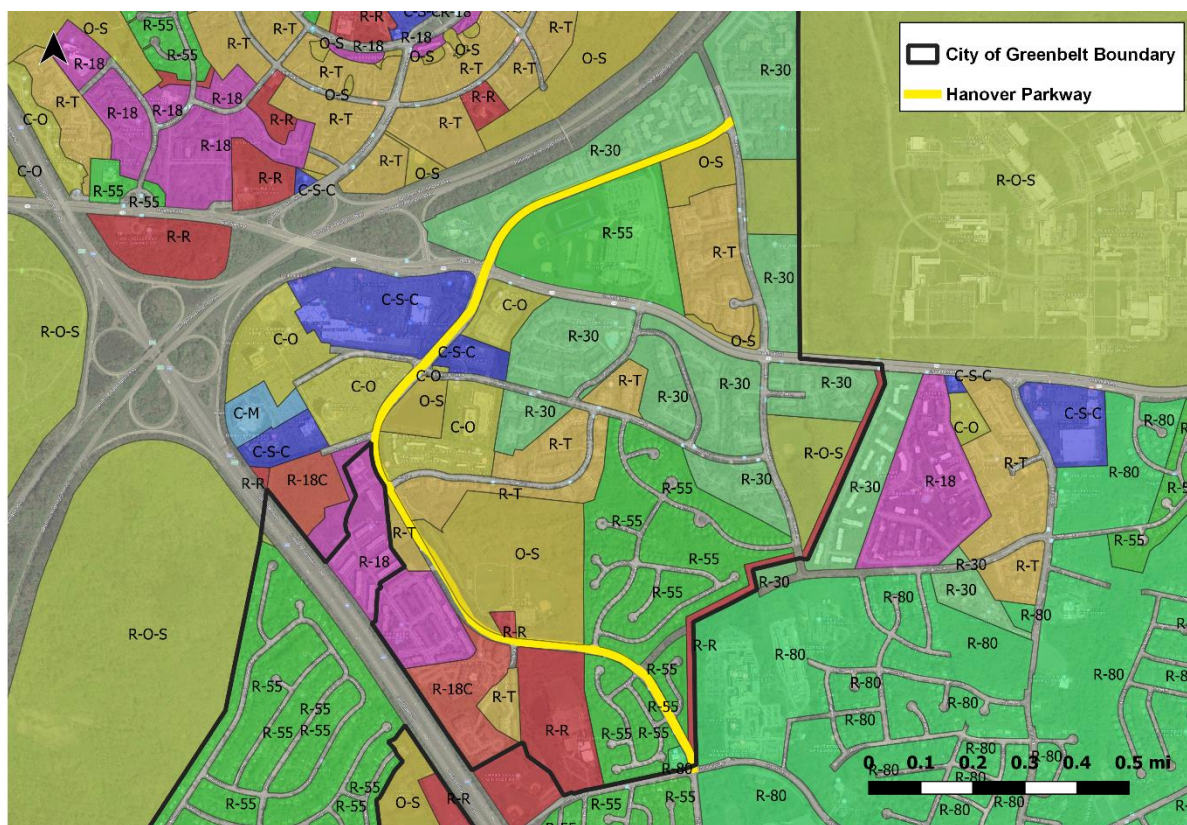


Figure 7: Prince George's County Zoning

Per the National Association of City Transportation Officials (NACTO), trips that are two miles in length or less are suitable for commutes, errands, and leisurely outings for a wide range of bike riders.¹ The presence of residential, commercial, educational, and recreational land uses along a short corridor provide the opportunity for short trips to be completed by bike, given adequate infrastructure.

¹ <https://nacto.org/wp-content/uploads/2012/02/Dill-and-Gliebe-2008.pdf>

3.3. Transit

Figure 8 shows the bus routes that operate along or intersect Hanover Parkway and bus stops along Hanover Parkway. Public transit service on Hanover Parkway consists of WMATA Metrobus routes and Prince George's County The Bus routes. There is also shuttle service to the University of Maryland. WMATA routes G13, G14, and G16 and The Bus route 15X intersect Hanover Road at MD 193, connecting the Greenbelt Metro stop with the NASA Goddard Space Flight Center and the Social Security Administration, and New Carrollton Amtrak station. Routes along Hanover Parkway include WMATA route G12, The Bus route 16, The Bus route 11, and the University of Maryland Greenbelt shuttle. The majority of bus routes run with half-hour headways during peak periods and hourlong headways at all other times.

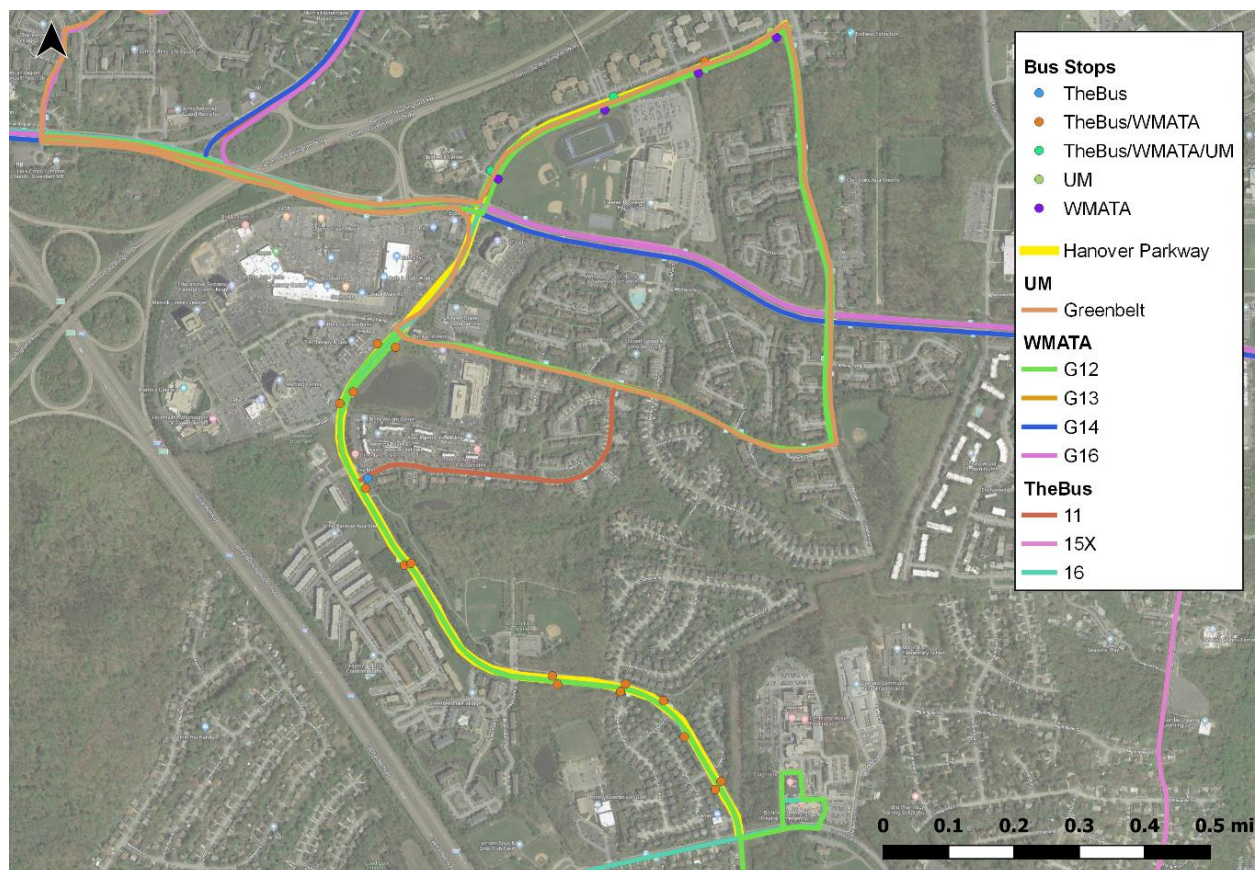


Figure 8: WMATA, TheBus, and University of Maryland Transit Service on Hanover Parkway

Bicycle lanes are often installed along the curb of a roadway, where bus passengers board and alight. Buses have large blind spots and may not always be able to see bicyclists next to or approaching them. Installing sufficient safeguards to minimize or eliminate interactions between buses and cyclists will be a required element of the proposed bicycle facility.

Increasingly over the past several years, the Washington metropolitan area has made significant investments in transit and bicycle infrastructure. Prince George's County has already installed several Capital Bikeshare stations within the County and is considering up to five new stations for the Greenbelt area during their Phase 2 implementation, including one on Hanover Parkway near Eleanor Roosevelt High School. Other suburban jurisdictions immediately outside of Washington, D.C. have also implemented popular dockless bikeshares and e-scooter programs, such as College Park, Montgomery County, Fairfax County, and Arlington. Bike trips and scooter trips are expected to increase with the increased adoption of bikeshare and scooter share.



4. Existing Traffic Conditions

4.1. Vehicle Volumes and Speeds

A primary objective in designing a bicycle facility that is safe and accessible and convenient for all ages is to minimize the frequency and severity of bicycle-vehicle interactions. This typically requires either reducing vehicle speeds or providing physical separation between drivers and cyclists.

Hourly and daily vehicle volumes, classification, and speeds were collected along three segments of Hanover Parkway: North of MD 193; south of MD 193; and south of Ora Glen Drive. Vehicle volumes were counted for 48 consecutive hours on March 19th and 20th, 2019. Daily vehicle volumes totaled just over 6,000 north of Greenbelt Road, 26,400 throughout the Hanover Parkway commercial district, and 15,800 south of Greenbrook Drive. As shown in Figure 9, Hanover Parkway experiences its most traffic during the AM and PM peak commuting times, while North of MD 193, there is an additional surge due to students leaving Eleanor Roosevelt High School.

Passenger vehicles comprised almost of all the vehicular traffic along Hanover Parkway, with box trucks buses, and larger tractor-trailers comprising a small fraction of the total traffic. See Figure 10.

Vehicle speeds were also recorded, and speeding was found to be more common in the commercial area of Hanover Parkway (particularly at night) and as well as south of Greenbrook Drive. South of Greenbrook Drive, speeding vehicles² were consistently over 5% of the total vehicle volume, with a peak of 25% around midnight. Vehicle speeding was rare north of Greenbelt Road. Figure 11 shows how average speed and excessive speeding varies throughout the day at the three locations measured. The raw volume, classification, and speed data can be found in Appendix B.

² Defined for this report as vehicles traveling 10 mph or more over the posted speed limit.

Hanover Parkway Bikeway Feasibility Study and 30% Design Plan



Figure 9: Weekday Vehicle Volumes on Hanover Parkway

Hanover Parkway Bikeway Feasibility Study and 30% Design Plan

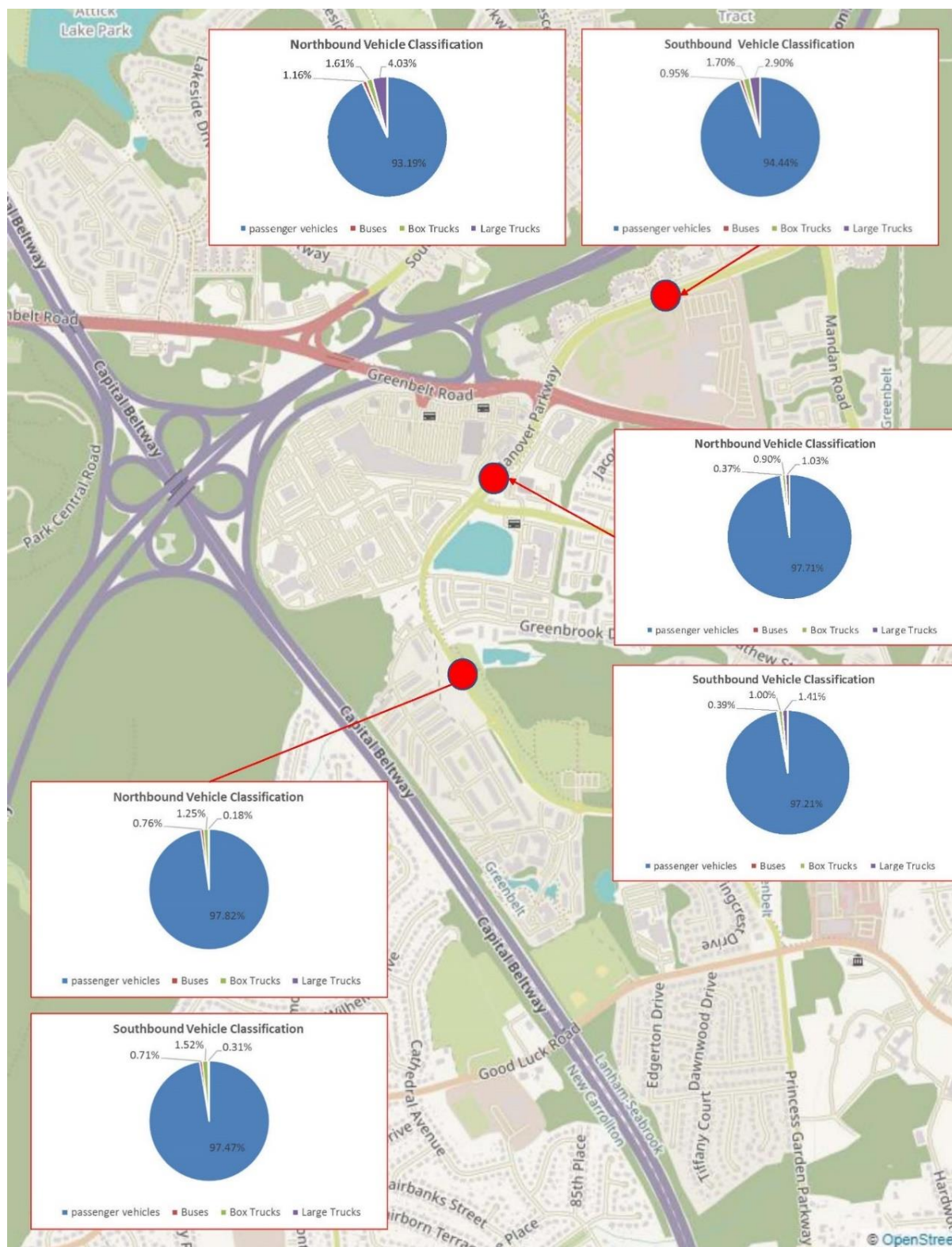


Figure 10: Weekday Vehicle Classifications on Hanover Parkway

Hanover Parkway Bikeway Feasibility Study and 30% Design Plan

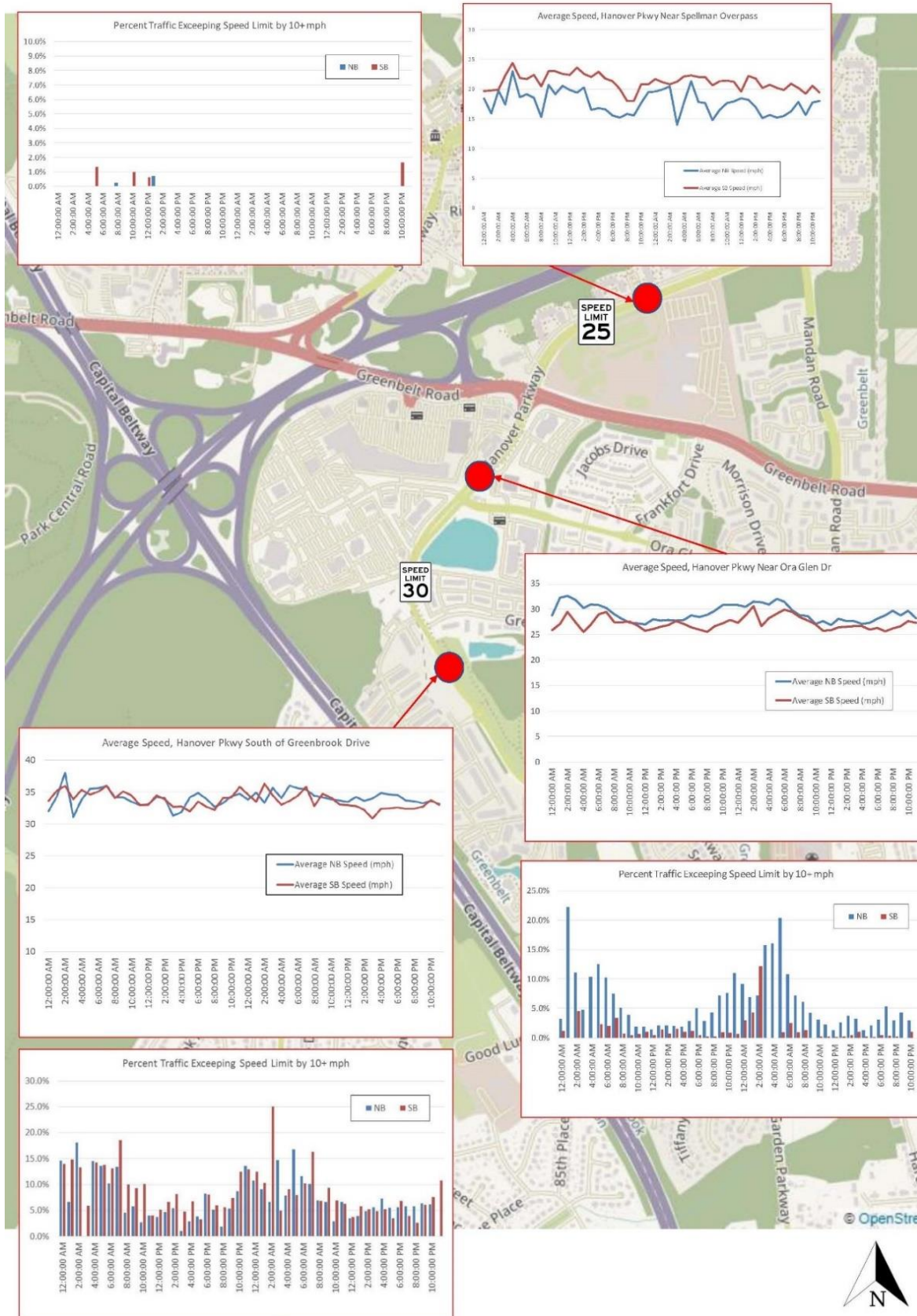


Figure 11: Weekday Vehicle Speeds on Hanover Parkway

Vehicle volumes and speeds are significant enough to warrant protected bicycle facilities on Hanover Parkway. NACTO publishes recommendations for all-ages bicycle facilities as a function of vehicle volumes and speeds (Figure 12). Vehicle volumes exceed 6,000 on both sides of the road south of MD 193 and speed averages well above 25 miles per hour, putting this portion of the road in the highest tier of recommended bicycle facilities. When considering only vehicle volumes and speed for the segment north of MD 193, the minimum recommended bicycle facilities would be a conventional bicycle lane for the southbound direction and a buffered or protected bicycle lane for the northbound direction. However, it is also important to note the higher bus activity in this segment. Accordingly, protected bike facilities are recommended for the entire corridor.

Contextual Guidance for Selecting All Ages & Abilities Bikeways				
Roadway Context				All Ages & Abilities Bicycle Facility
Target Motor Vehicle Speed*	Target Max. Motor Vehicle Volume (ADT)	Motor Vehicle Lanes	Key Operational Considerations	
Any		Any	Any of the following: high curbside activity, frequent buses, motor vehicle congestion, or turning conflicts [†]	Protected Bicycle Lane
< 10 mph	Less relevant	No centerline, or single lane one-way	Pedestrians share the roadway	Shared Street
≤ 20 mph	≤ 1,000 – 2,000		< 50 motor vehicles per hour in the peak direction at peak hour	Bicycle Boulevard
≤ 25 mph	≤ 500 – 1,500	Single lane each direction, or single lane one-way	Low curbside activity, or low congestion pressure	Conventional or Buffered Bicycle Lane, or Protected Bicycle Lane
	≤ 1,500 – 3,000			Buffered or Protected Bicycle Lane
	≤ 3,000 – 6,000			Protected Bicycle Lane
	Greater than 6,000			Protected Bicycle Lane
Greater than 26 mph [†]	≤ 6,000	Single lane each direction	Low curbside activity, or low congestion pressure	Protected Bicycle Lane, or Reduce Speed
		Multiple lanes per direction		Protected Bicycle Lane, or Reduce to Single Lane & Reduce Speed
	Greater than 6,000	Any	Any	Protected Bicycle Lane, or Bicycle Path
High-speed limited access roadways, natural corridors, or geographic edge conditions with limited conflicts		Any	High pedestrian volume	Bike Path with Separate Walkway or Protected Bicycle Lane
			Low pedestrian volume	Shared-Use Path or Protected Bicycle Lane

* While posted or 85th percentile motor vehicle speed are commonly used design speed targets, 95th percentile speed captures high-end speeding, which causes greater stress to bicyclists and more frequent passing events. Setting target speed based on this threshold results in a higher level of bicycling comfort for the full range of riders.

[†] Setting 25 mph as a motor vehicle speed threshold for providing protected bikeways is consistent with many cities' traffic safety and Vision Zero policies. However, some cities use a 30 mph posted speed as a threshold for protected bikeways, consistent with providing Level of Traffic Stress level 2 (LTS 2) that can effectively reduce stress and accommodate more types of riders.¹⁸

[‡] Operational factors that lead to bikeway conflicts are reasons to provide protected bike lanes regardless of motor vehicle speed and volume.

Source: National Association of City Transportation Officials, "Designing for All Ages and Abilities: Contextual Guidance for All Ages and Abilities," December 2017.

Figure 12: NACTO Recommendations for Bicycle Facilities



4.2. Crash History

Prior crash history was obtained for the Hanover Parkway corridor to determine if any locations have an existing crash problem that could pose a threat to cyclists and pedestrians along a new shared-use facility. Between 2015 and 2017, 68 crashes occurred along Hanover Parkway. Crashes were most common at intersections and driveways; Figure 13 shows a heat map of all crashes obtained for the corridor. Of the 68 crashes, 24 resulted in injury (35%). Protected bicycle facilities and/or protected bike signalization at intersections is critical for areas that currently show high crash frequency. A summary of the crash details can be found in Appendix C.



Figure 13: Hanover Parkway Crash History 2015 - 2017

4.3. Intersection Capacity Analysis

Vehicle, pedestrian, and cyclist traffic counts were conducted at four intersections along Hanover Parkway, during the AM and PM peak commuting periods. These intersections are:

- Hanover Parkway at Greenbelt Road (MD 193)
- Hanover Parkway at Ora Glen Drive / Greenway Center Drive
- Hanover Parkway at Greenbrook Drive
- Hanover Parkway at Village Park Drive

The AM/(PM) peak hour counts are shown in Figure 14. Appendix D contains the raw count data.

All study intersections were coded into a Synchro Traffic model network to perform capacity analysis. Synchro is an industry-standard macroscopic intersection analysis computer software program that models street networks and traffic signal systems. Geometric data such as number of lanes, lane configuration, storage lengths, tapers, and distances between intersections were inputted into Synchro. Additionally, existing signal timings and phasing were obtained from the Maryland Department of Transportation State Highway Administration or field measurements and coded into the Synchro traffic model along with existing traffic volumes. Signal operations during the AM and PM peak period are summarized below:

- Hanover Parkway at MD 193
 - AM & PM – Coordinated with adjacent signals along MD 193, with a cycle length of 150 seconds
- Hanover Parkway at Ora Glen Drive
 - AM – Free with a max cycle length of 90 seconds
 - PM – Free with a max cycle length of 90 seconds

Intersection capacity analyses were performed using the industry standard National Academy of Sciences Transportation Research Board's Highway Capacity Manual (HCM) methodology for all study intersections. Performance measures of effectiveness include level of service (LOS), volume-to-capacity (v/c) ratio, and average vehicle delay. Key performance measures are defined as follows:

Level of Service (LOS) is a qualitative measure describing operational conditions of an intersection or any other transportation facility. LOS measures the quality of traffic service, and may be determined for intersections, roadway segments, or arterial corridors on the basis of delay, congested speed, volume to capacity (v/c) ratio, or vehicle density by functional class. At intersections, LOS is a letter designation that corresponds to a certain range of roadway operating conditions. The levels of service range from 'A' to 'F', with 'A' indicating the best operating conditions and 'F' indicating the worst, or a failing, operating condition.

The *volume-to-capacity ratio (v/c ratio)* is the ratio of current flow rate to the capacity of the intersection. This ratio is often used to determine how sufficient capacity is on a given roadway. Generally speaking, a ratio of 1.0 indicates that the roadway is operating at capacity. A ratio of greater than 1.0 indicates that the facility is operating above capacity as the number of vehicles exceeds the roadway capacity.

Delay (Control delay) is the portion of delay attributed to traffic signal operation for signalized intersections. Control delay (overall delay) can be categorized into deceleration delay, stopped delay, and acceleration delay. Table 2 shows each Level of Service and their corresponding delay values for signalized and unsignalized intersections.

Hanover Parkway Bikeway Feasibility Study and 30% Design Plan

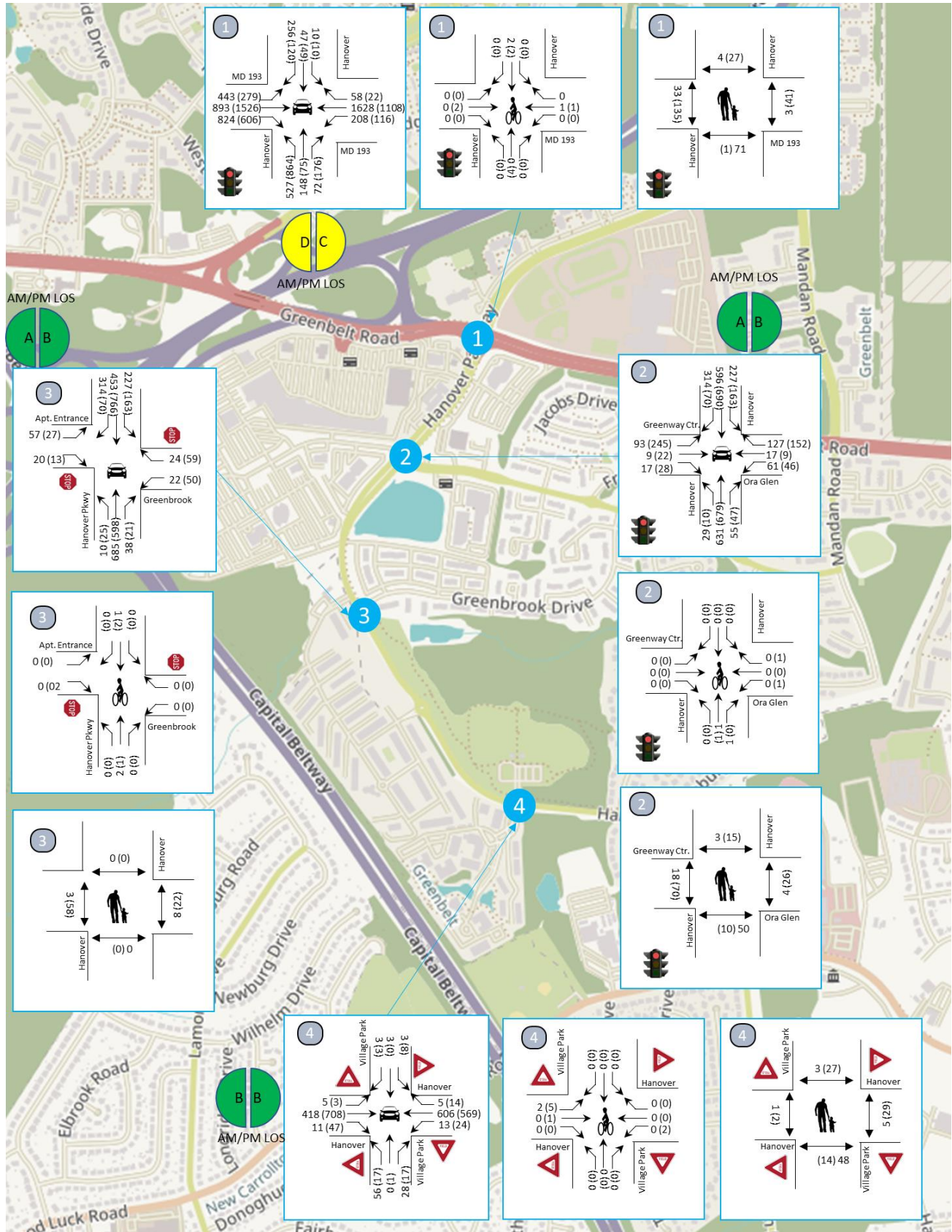


Figure 14: Vehicle, Bike, and Pedestrian Counts - AM (PM) peak hours at select Locations

Table 2: Intersection Level of Service Delay Ranges

Level of Service	Delay Range (sec/veh)	
	Signalized intersections	Unsignalized intersections
A	≤ 10	≤ 10
B	> 10 and ≤ 20	> 10 and ≤ 15
C	> 20 and ≤ 35	> 15 and ≤ 25
D	> 35 and ≤ 55	> 25 and ≤ 35
E	> 55 and ≤ 80	> 35 and ≤ 50
F	> 80	> 50

Synchro implements the Highway Capacity Manual 2000 (HCM) methods of analysis to determine LOS. Table 3 summarizes the HCM analysis performed under existing traffic conditions. The results of the static existing conditions capacity analysis indicate that all study intersections operate with overall intersection LOS of D or better during both the AM and PM peak hours. Additionally, all movements at study intersections operate with acceptable LOS except for the stop-controlled eastbound shared left/through/right turn at Hanover Parkway and Hanover Drive (#5) during the PM peak hour. Detailed HCM reports are in Appendix E.

In addition to capacity analysis, queuing was assessed using SimTraffic, Synchro's companion software. Estimated queue 95th % queue lengths were based on the average of five 60-minute model runs in SimTraffic. Estimated queue lengths are shown in Table 4. The queuing analysis reveals that all 95% queue lengths are less than 250' or approximately 10 car lengths. Detailed queuing reports are in Appendix E.

Table 3: Existing Conditions Capacity Analysis Summary

Node	Intersection	Approach	Movement	Existing Conditions		
				AM (PM)		
				Delay	LOS	V/C
1	Hanover Parkway at Village Park Drive	Control Type		Roundabout		
		Overall		8.0 (18.1)	A (C)	0.43 (0.78)
		Eastbound	LTR	8.0 (18.1)	A (C)	0.43 (0.78)
		Westbound	LTR	13.0 (11.6)	B (A)	0.65 (0.61)
		Northbound	LTR	6.7 (8.0)	A (A)	0.13 (0.07)
		Southbound	LTR	7.0 (6.6)	A (A)	0.02 (0.03)
2	Hanover Parkway at Driveway for Hunting Ridge Condominiums	Control Type		Roundabout		
		Overall		15.9 (11.0)	C (B)	0.73 (0.59)
		Eastbound	LTR	7.3 (9.3)	A (A)	0.16 (0.15)
		Northbound	LTR	15.9 (11.0)	C (B)	0.73 (0.59)
		Southbound	LTR	8.9 (19.7)	A (C)	0.49 (0.81)
3	Hanover Parkway at Greenbrook Drive	Control Type		Stop (minor approach)		
		Westbound	LR	20.2 (27.0)	C (D)	0.17 (0.45)
		Northbound	T	0.0 (0.0)	A (A)	0.30 (0.26)
			TR	0.0 (0.0)	A (A)	0.17 (0.14)
		Southbound	T	0.0 (0.0)	A (A)	0.20 (0.32)
			LT	2.8 (1.7)	A (A)	0.06 (0.05)
4	Hanover Parkway at Driveway for Hanover Apartments	Control Type		Stop (minor approach)		
		Eastbound	LR	21.5 (26.7)	C (D)	0.28 (0.21)
		Northbound	T	0.0 (0.0)	A (A)	0.30 (0.28)
			LT	0.5 (1.3)	A (A)	0.01 (0.03)
		Southbound	T	0.0 (0.0)	A (A)	0.21 (0.33)
			TR	0.0 (0.0)	A (A)	0.13 (0.21)
5	Hanover Parkway at Hanover Drive	Control Type		Stop (2-way)		
		Eastbound	LTR	0.0 (53.2)	A (F)	0.00 (0.71)
		Westbound	LTR	0.0 (0.0)	A (A)	0.00 (0.00)
		Northbound	LTR	- (-)	- (-)	- (-)
			LT	1.8 (0.0)	A (A)	0.06 (0.00)
			TR	0.0 (0.0)	A (A)	0.23 (0.21)
		Southbound	LTR	- (-)	- (-)	- (-)
			LT	0.0 (0.0)	A (A)	0.00 (0.00)
			TR	0.0 (0.0)	A (A)	0.26 (0.24)
6	Hanover Parkway at Greenway Center Drive/Ora Glen Drive	Control Type		Signal		
		Overall		10.0 (15.7)	A (B)	0.50 (0.65)
		Eastbound	LT	18.2 (27.1)	B (C)	0.43 (0.79)
			R	15.7 (13.3)	B (B)	0.01 (0.02)
		Westbound	LT	17.4 (14.4)	B (B)	0.32 (0.21)
			R	16.0 (13.7)	B (B)	0.09 (0.04)
		Northbound	L	13.5 (17.4)	B (B)	0.21 (0.15)
			TR	14.4 (19.6)	B (B)	0.48 (0.56)
		Southbound	L	6.0 (10.1)	A (B)	0.47 (0.47)
			T	- (-)	- (-)	- (-)
			R	- (-)	- (-)	- (-)
			TR	5.1 (9.2)	A (A)	0.31 (0.30)

Table 4: Existing Conditions 95th Percentile Queue Length (ft)

Node	Intersection	Approach	Movement	Existing Condition
1	Hanover Pkwy at Village Park Drive	Eastbound	LTR	50 (75)
		Westbound	LTR	125 (75)
		Northbound	LTR	50 (50)
		Southbound	LTR	25 (25)
2	Hanover Parkway at Driveway for Hunting Ridge Condominiums	Eastbound	LTR	50 (50)
		Northbound	LTR	100 (75)
		Southbound	LTR	25 (125)
3	Hanover Parkway at Greenbrook Drive	Westbound	LR	50 (75)
		Northbound	TR	0 (0)
		Southbound	LT	75 (75)
			T	25 (25)
4	Hanover Parkway at Driveway for Hanover Apartments	Eastbound	LR	75 (50)
		Northbound	T	0 (25)
			LT	25 (75)
		Southbound	TR	0 (25)
5	Hanover Parkway at Hanover Drive	Eastbound	LTR	0 (150)
		Westbound	LTR	0 (0)
		Northbound	LT	50 (0)
			LTR	- (-)
		Southbound	LT	0 (0)
			TR	0 (0)
			LTR	- (-)
6	Hanover Parkway at Greenway Center Drive/Ora Glen Drive	Eastbound	LT	100 (200)
			R	25 (50)
		Westbound	LT	75 (75)
			R	75 (100)
		Northbound	L	50 (25)
			T	100 (150)
			TR	100 (50)
		Southbound	L	100 (100)
			T	200 (75)
			TR	50 (100)

5. Design Concepts

5.1. Design Assumptions

Two designs for a Hanover Parkway bike facility were developed – 1) an on-road bike facility that repurposes existing travel lanes for bikes/scooters only; and 2) an off-road facility (i.e. behind the existing curb). Prior to development of each alternative, a set of general design criteria were established in conjunction with City staff:

- Minimize or eliminate opportunities for Bike/vehicle conflicts or sharing.
- Protect and separate the bike facility from all vehicles.
 - If bikes and vehicles could not be physically separated, slow down vehicle traffic appreciably.
- If a side path is implemented, provide 10' width; trail width less than 8' will require a design exception.
- Protect cyclists through high-crash areas.
- Design an All-ages Facility "8 to 80 years."
- Traditional unprotected bike lanes will not suffice.
- Bike/pedestrian crossings across large and/or fast turning movements must be avoided.
 - This criteria resulted in eliminating any option that crossed MD 193 along the west side of Hanover Parkway (see Figure 15).

- Retain Trees to the greatest extent possible.
- Minimize Expensive Utility Relocation.
- Design for Ease of Continuing Maintenance
- Minimize Impacts to on-street Parking.
- Maintain pedestrian movement and accessibility during construction.

5.2. Option A: Road Diet and Barrier-Protected Bicycle Lanes

Option A attempts to repurpose curbside general-purpose travel lanes along Hanover Parkway in order to implement protected bicycle lanes. This option takes advantage of the extra roadway capacity available along long portions of Hanover Parkway. While the intersection of MD 193 and Hanover Parkway experiences congestion during peak commuting times, the portion of the Hanover Parkway Corridor north of MD 193 and south of Ora Glen Drive have substantial extra roadway capacity and are viable candidates for repurposing travel lane / shoulder lane for protected bike facilities. Figure 16 shows the portions of Hanover Parkway where a road diet is a viable option due to under capacity of the travel lanes and where an off-road side path is needed.

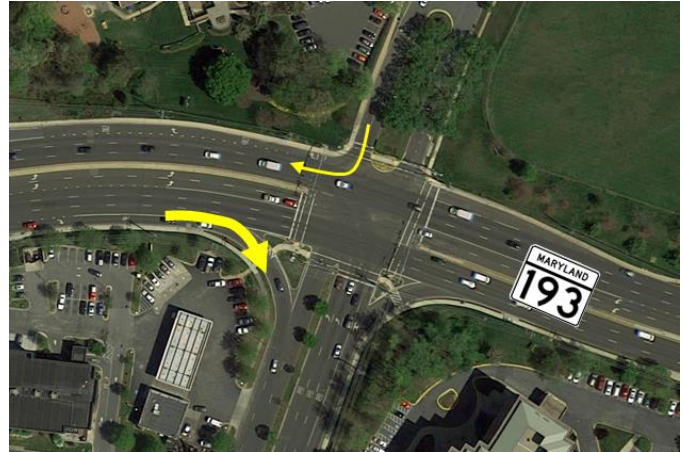


Figure 15: Location of Heavy permissible Right-turn Movements

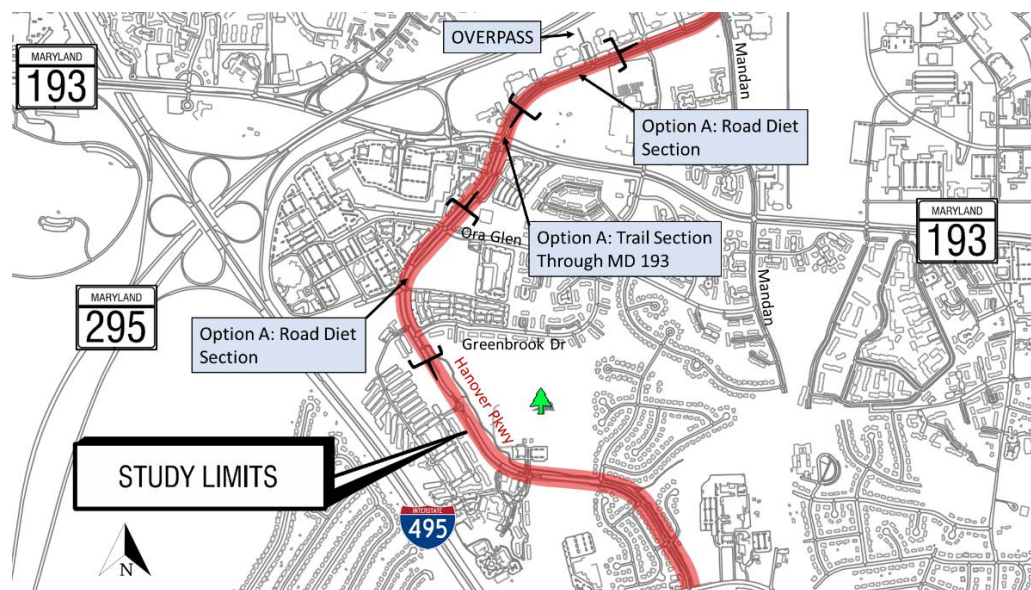


Figure 16: Option A segments that Incorporate a Road Diet

The following describes how the typical cross-section would be altered with Option A. Detailed plan view drawings for this option are provided in Appendix F.

Per Option A, the outermost travel lane of Hanover Parkway near Greenbrook Drive (where both options tie into the existing trail through Schrom Hills Park) would be repurposed into a 7' wide bicycle lane and 6.5' wide planted median buffer on each side of the road; the remaining travel lanes are reduced to 11' which is still sufficient for buses. See the proposed typical cross-section in Figure 17. North of Hanover Drive, Hanover Parkway transitions from a four-lane facility to a six-lane one. Between this location and Ora Glenn Drive, Option A proposes a road diet, converting the 3 travel lanes in each direction to two, with

the outside curb lane again being repurposed to a median-protected bike lane, with a 7' bicycle lane and 5' median on both sides (see Figure 18). Travel lanes remain 12' in this section.

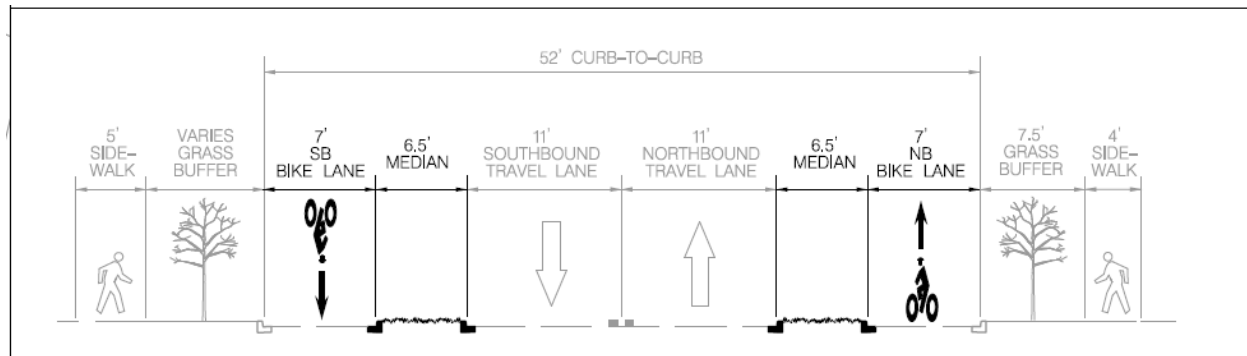


Figure 17: Option A, Typical Section Greenbrook Drive to north of Hanover Drive

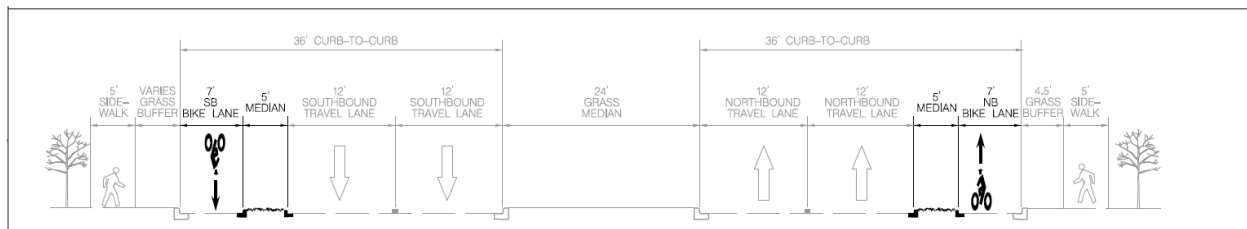


Figure 18: Option A, Typical Section north of Hanover Drive to Ora Glen Drive

At Ora Glen Drive, the northbound bike lane would remain protected as it traverses through the intersection, while the southbound bike lane transition from a two-way bike facility on one side of Hanover Parkway to a one-way facility on the other (see Figure 19). As shown in Figure 19, the two-way facility is proposed as a relatively short segment only consisting from Ora Glen Drive to the first driveway off Hanover Parkway (for the Post Office); after the post office, the two-way bike facility transitions to an off-road paved sidepath. The transition to a sidepath at this point, through MD 193, is due to the need to maintain the northbound approach lane configuration of Hanover Parkway as it approaches MD 193 in order to accommodate and vehicle queuing under peak traffic conditions.

Figure 20 and Figure 21 show the proposed typical section for Hanover Parkway north and south of the Post office driveway, respectively.

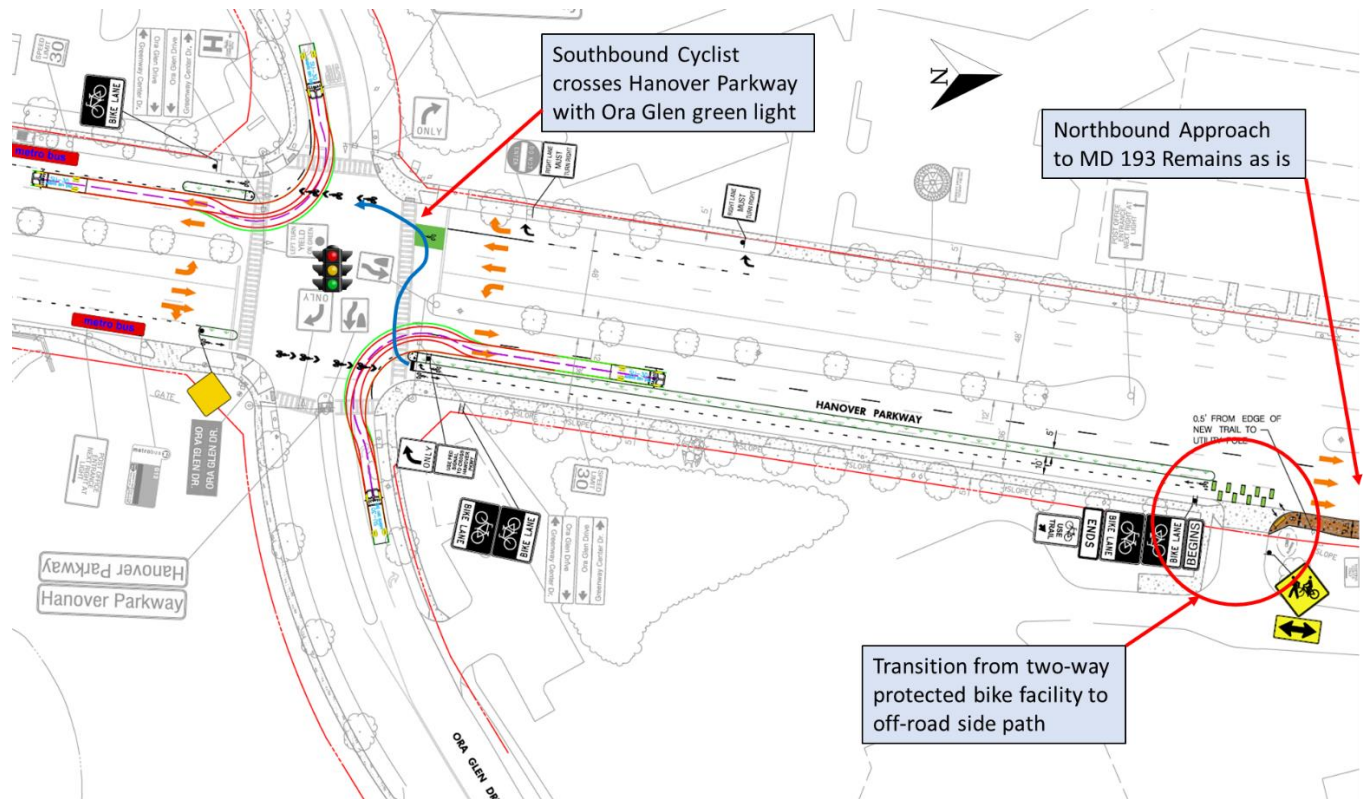


Figure 19: Option A, transition from one-way facility to a two-way facility to a trail

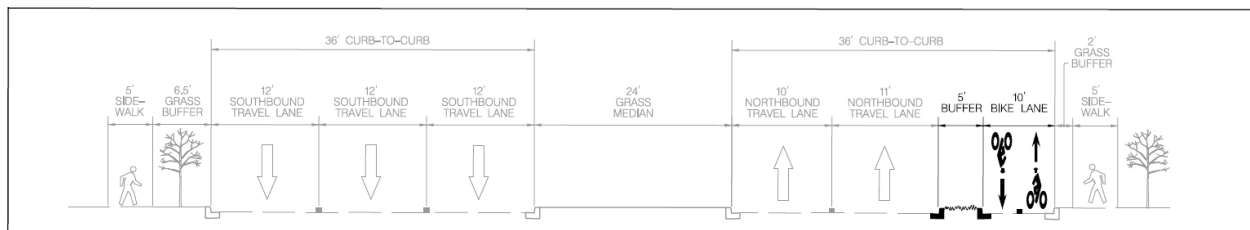


Figure 20: Option A, Proposed Cross-section immediately north of Ora Glen Drive

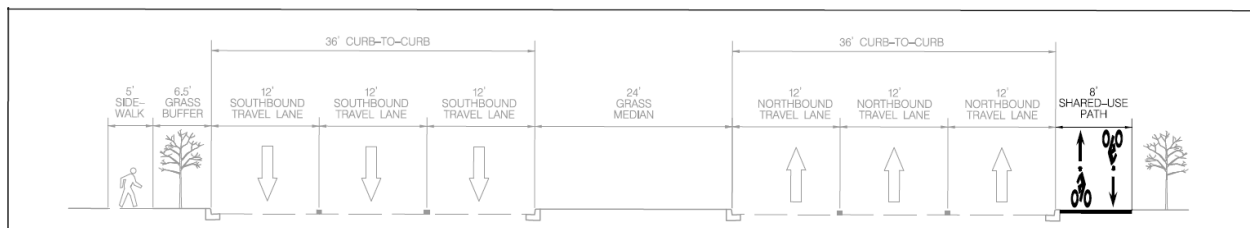


Figure 21: Option A, Typical Section immediately north and south of Greenbelt Road

North of MD 193, Option A would transition from a trail back to a barrier-protected cycle track, on the east side of the road (Figure 22). The typical cross-section for this segment is shown in Figure 23, where various buffer options are commercially available for protecting the two-way bike lanes from vehicular traffic. Some examples of these buffer options are shown in Figure 24.

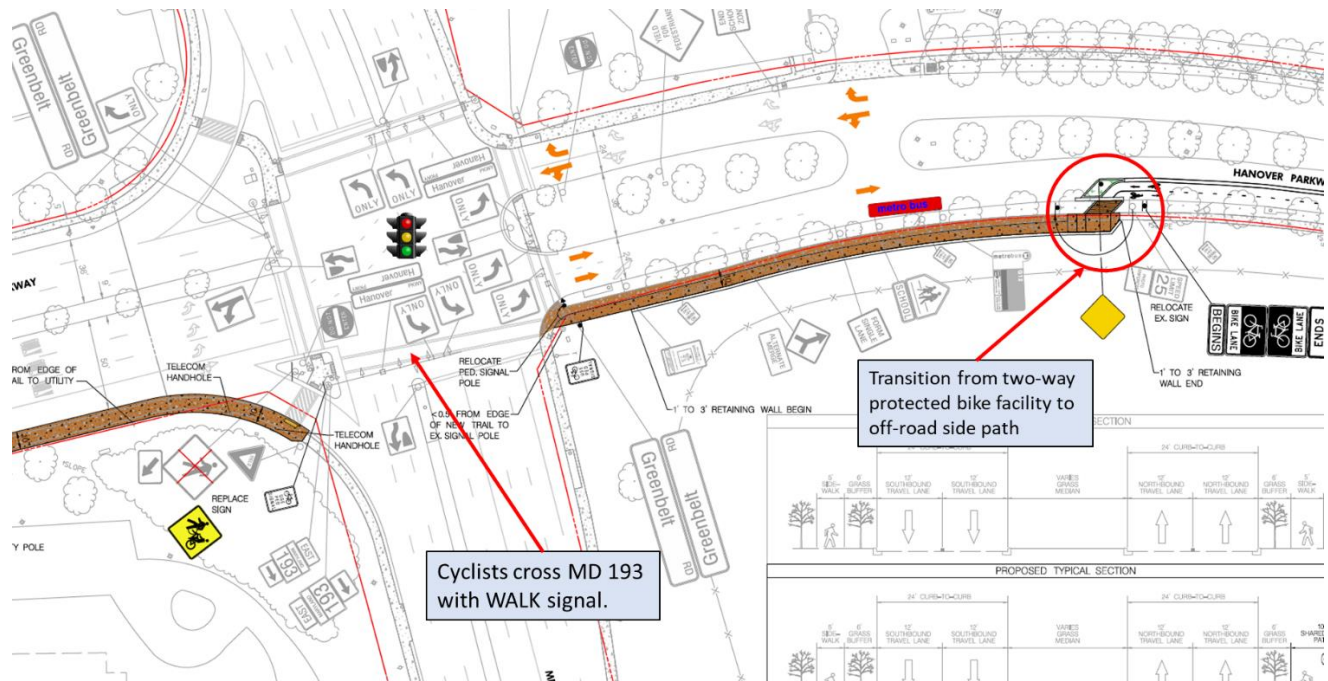


Figure 22: Option A, transition through MD 193 and back onto on-road facilities, north of MD 193

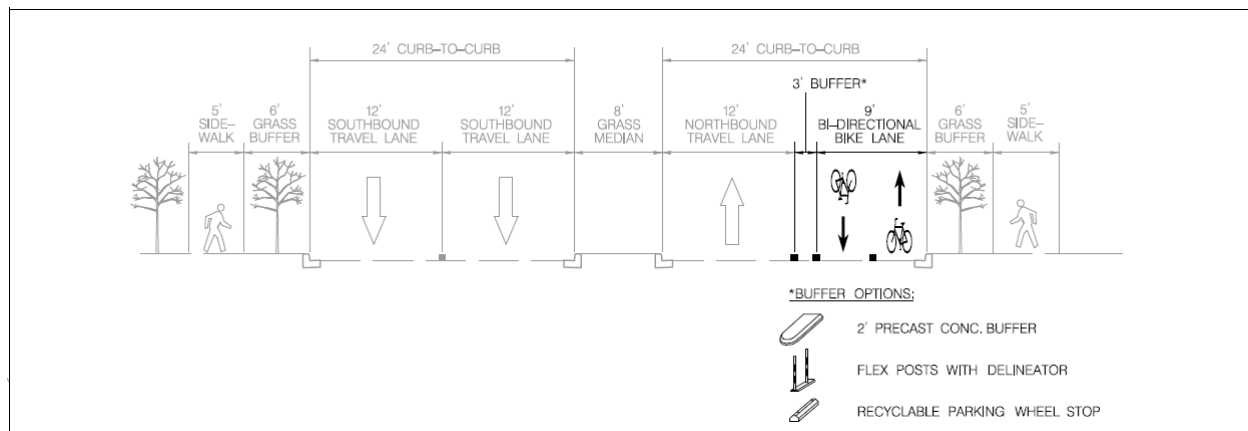


Figure 23: Option A, Typical Section north of Greenbelt Road



Figure 24: Examples of commercially available vertical bike buffers

In general, Option A maintains continuous barrier-protected bike lanes protection throughout the corridor, except at bus stops, where no barriers are present in order to allow for curbside bus boarding. Option A would also have a modest traffic calming effect on Hanover Parkway traffic, as the road diet would provide for less open space for drivers. Finally, with planted medians Option A would provide for the removal of impervious pavement at select locations, as well as provide a location for treating stormwater runoff.

5.3. Option B: Sidepath Behind Curb

Option B consists of a sidepath behind the curb along Hanover Parkway, entirely on the east side. The sidepath will tie into the existing trail from Schrom Hills Park, just south of Greenbrook Drive. The path would generally be 10' wide and allow pedestrians as well as bicycles. Short segments of the trail would occasionally narrow to 8 or 9 feet in order to avoid major utility relocation or a stand of street trees. The major benefit of this design is that it eliminates potential mixing of buses and bicycles and maintains existing drop-off operations of Eleanor Roosevelt High School. Appendix F provides a detailed plan view of Option B from Greenbrook Drive past Spellman Overpass to Mandan Road.

Generally, this design maintains a 10' sidepath throughout the priority segment of the corridor. This width is consistent between Greenbrook Drive and Ora Glen Drive. Figure 25 shows a typical section of this segment, between Hanover Drive and Ora Glen Drive. Between Ora Glen Drive and Greenbelt Road, the path narrows to a minimum of 8' in several segments (Figure 26). In both of these segments, grass buffers between the path and Hanover Parkway are typically nonexistent. There is room for a grass buffer between the roadway and proposed path north of Greenbelt Road (Figure 27).

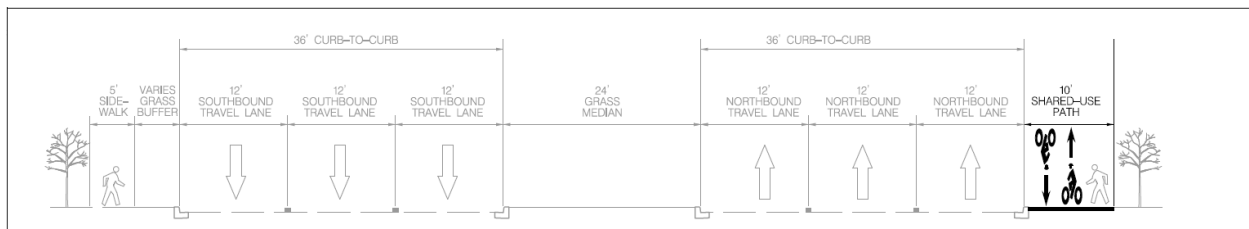


Figure 25: Option B, Typical Section Hanover Drive to Ora Glen Drive

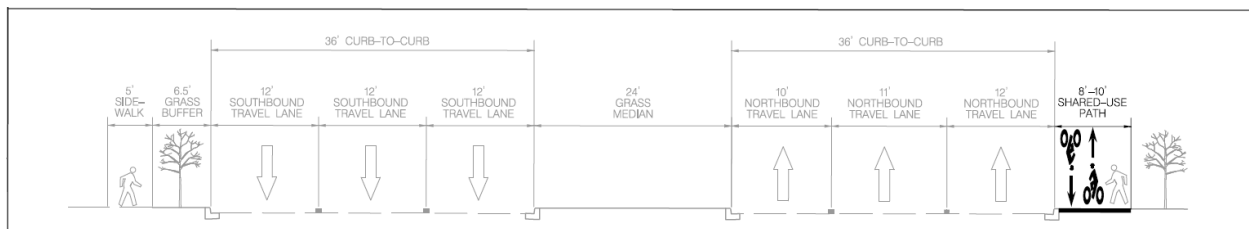


Figure 26: Option A, Typical Section Ora Glen Drive to Greenbelt Road (MD 193)

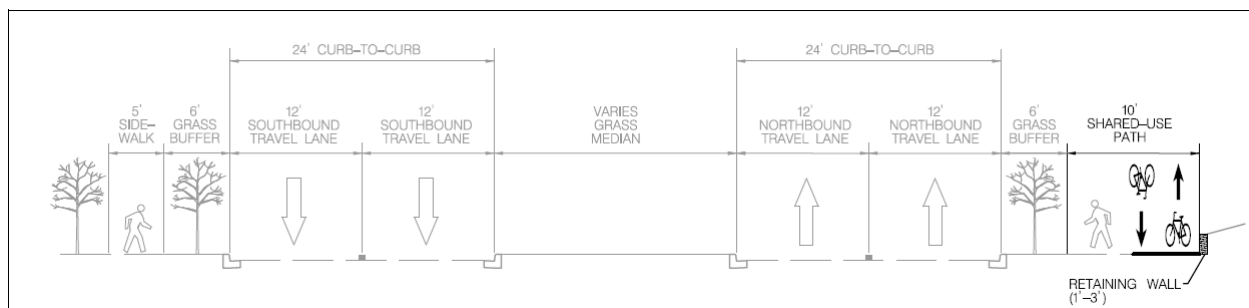


Figure 27: Option B, Typical Section Greenbelt Road (MD 193) to Mandan Road

In order to provide a detailed dimension of the proposed trail for Option B, a team of SAI staff conducted field measurements along Hanover Parkway, documenting the distance between the curb and various obstacles to installing a new path: trees, tree wells, telecom utilities, power poles, light poles, handholes (below-grade telecom boxes), commercial signage, and street signs. As seen in the collection of photos in Figure 28, there are a number of obstacles to installing a 10' wide side path along the east side of Hanover Parkway.



Figure 28: Various views of the East Side of Hanover Parkway, showing Potential Path Obstacles

Generally, the design of the sidepath assumed and applied the following design criteria:

- Maintain 10 feet path width where feasible.
 - Path width may need to be spot-adjusted to avoid relocation of expensive utilities.
- Telecom utilities such as above-grade boxes could be relocated.
- The path edge will be at least 1 foot away from Utilities poles.
- Telecom hand boxes placed on a grade could be raised or lowered as needed.
- Large trees or their tree wells would not be impacted. The edge of pathway would be located 6 feet minimum from the base of a tree.
- The path could be narrowed down to about 8 feet to avoid tree removal or utility pole relocation.
- The path could shift in front of or behind street trees in order to retain them.
- Traffic sign posts could be shifted as needed.
- Short block walls could be installed in lieu of re-grading where needed to minimize impacts to trees planted on graded land.
- Directional lane markings (center skip lines) will be considered along the path.
- Provide a buffer between the roadway and path; this is achievable where existing street trees are placed against the roadway. However, there are areas of Hanover Parkway where the trees are set back from the road, allowing space for a side path to be installed, without tree removal, but at the expense of its placement curbside.
- Driveway-specific crosswalk markings and additional signage will be considered in the next stage of design.



Appendix F provides dimensions of the proposed path along Hanover Parkway, including dimensions from trees and utility poles.

5.4. Intersection Capacity Analysis for Option A

To evaluate the impacts on vehicular traffic due to the road diet changes proposed under Option A, existing conditions Synchro models were updated to reflect the proposed alternatives. Specifically, the AM and PM peak hour traffic models were modified to reflect the removal of a northbound and southbound lane between Greenbrook Drive and Ora Glen Drive, as discussed previously. Capacity and queuing analyses were then conducted with these updated models, with traffic congestion metrics compared to those under existing conditions. Table 5 compares the HCM results performed under existing conditions to the build conditions and Table 6 compares the queuing results. Detailed HCM and queuing reports are in Appendix E.

Under Option A, the results of the capacity analysis reveal that traffic operations along Hanover Parkway are expected to retain ample capacity with no significant degradations in LOS at any study intersection even with the loss of a through lane in each direction. However, side-street impacts can be expected on Greenbrook Drive and the *Hanover Apartments* driveway (opposite Greenbrook Drive) where PM peak hour LOS degrades from D to F and D to E, respectively (see intersection 3 and 4 in Table 5). Conditions would also be expected to deteriorate for the eastbound Hanover Drive approach (intersection #5) as the volume-to-capacity ratio increases from 0.72 to 1.10 (Table 5) and the queue length increases from 150' to 275' (Table 6). The degradation in side-street operations is due to the reduction in available gaps in traffic as the volume of traffic in each lane increases due to the road diet.

Table 5: Option A, Road Diet Conditions Capacity Analysis Summary

Hanover Parkway Bikeway

Feasibility Study and 30% Design Plan



Node	Intersection	Approach	Movement	Existing Conditions			Concept A		
				AM (PM)			AM (PM)		
				Delay	LOS	V/C	Delay	LOS	V/C
1	Hanover Parkway at Village Park Drive	Control Type		Roundabout			Roundabout		
		Overall		8.0 (18.1)	A (C)	0.43 (0.78)	8.0 (18.1)	A (C)	0.43 (0.78)
		Eastbound	LTR	8.0 (18.1)	A (C)	0.43 (0.78)	8.0 (18.1)	A (C)	0.43 (0.78)
		Westbound	LTR	13.0 (11.6)	B (A)	0.65 (0.61)	13.0 (11.6)	B (A)	0.65 (0.61)
		Northbound	LTR	6.7 (8.0)	A (A)	0.13 (0.07)	6.7 (8.0)	A (A)	0.13 (0.07)
		Southbound	LTR	7.0 (6.6)	A (A)	0.02 (0.03)	7.0 (6.6)	A (A)	0.02 (0.03)
2	Hanover Parkway at Driveway for Hunting Ridge Condominiums	Control Type		Roundabout			Roundabout		
		Overall		15.9 (11.0)	C (B)	0.73 (0.59)	15.9 (11.0)	C (B)	0.73 (0.59)
		Eastbound	LTR	7.3 (9.3)	A (A)	0.16 (0.15)	7.3 (9.3)	A (A)	0.16 (0.15)
		Northbound	LTR	15.9 (11.0)	C (B)	0.73 (0.59)	15.9 (11.0)	C (B)	0.73 (0.59)
		Southbound	LTR	8.9 (19.7)	A (C)	0.49 (0.81)	8.9 (19.7)	A (C)	0.49 (0.81)
3	Hanover Parkway at Greenbrook Drive	Control Type		Stop (minor approach)			Stop (minor approach)		
		Westbound	LR	20.2 (27.0)	C (D)	0.17 (0.45)	26.4 (56.1)	D (F)	0.23 (0.68)
		Northbound	T	0.0 (0.0)	A (A)	0.30 (0.26)	- (-)	- (-)	- (-)
			TR	0.0 (0.0)	A (A)	0.17 (0.14)	0.0 (0.0)	A (A)	0.47 (0.40)
		Southbound	T	0.0 (0.0)	A (A)	0.20 (0.32)	- (-)	- (-)	- (-)
			LT	2.8 (1.7)	A (A)	0.06 (0.05)	1.7 (1.2)	A (A)	0.06 (0.05)
4	Hanover Parkway at Driveway for Hanover Apartments	Control Type		Stop (minor approach)			Stop (minor approach)		
		Eastbound	LR	21.5 (26.7)	C (D)	0.28 (0.21)	35.4 (39.9)	E (E)	0.42 (0.30)
		Northbound	T	0.0 (0.0)	A (A)	0.30 (0.28)	- (-)	- (-)	- (-)
			LT	0.5 (1.3)	A (A)	0.01 (0.03)	0.3 (0.9)	A (A)	0.01 (0.03)
		Southbound	T	0.0 (0.0)	A (A)	0.21 (0.33)	- (-)	- (-)	- (-)
			TR	0.0 (0.0)	A (A)	0.13 (0.21)	0.0 (0.0)	A (A)	0.34 (0.54)
5	Hanover Parkway at Hanover Drive	Control Type		Stop (2-way)			Stop (2-way)		
		Eastbound	LTR	0.0 (53.2)	A (F)	0.00 (0.71)	0.0 (166.0)	A (F)	0.00 (1.10)
		Westbound	LTR	0.0 (0.0)	A (A)	0.00 (0.00)	0.0 (0.0)	A (A)	0.00 (0.00)
		Northbound	LTR	- (-)	- (-)	- (-)	1.6 (0.0)	A (A)	0.06 (0.00)
			LT	1.8 (0.0)	A (A)	0.06 (0.00)	- (-)	- (-)	- (-)
			TR	0.0 (0.0)	A (A)	0.23 (0.21)	- (-)	- (-)	- (-)
		Southbound	LTR	- (-)	- (-)	- (-)	0.0 (0.0)	A (A)	0.00 (0.00)
			LT	0.0 (0.0)	A (A)	0.00 (0.00)	- (-)	- (-)	- (-)
			TR	0.0 (0.0)	A (A)	0.26 (0.24)	- (-)	- (-)	- (-)
6	Hanover Parkway at Greenway Center Drive/Ora Glen Drive	Control Type		Signal			Signal		
		Overall		10.0 (15.7)	A (B)	0.50 (0.65)	10.5 (17.5)	B (B)	0.54 (0.72)
		Eastbound	LT	18.2 (27.1)	B (C)	0.43 (0.79)	20.5 (35.7)	C (C)	0.44 (0.84)
			R	15.7 (13.3)	B (B)	0.01 (0.02)	17.6 (15.3)	B (B)	0.01 (0.02)
		Westbound	LT	17.4 (14.4)	B (B)	0.32 (0.21)	19.5 (16.8)	B (B)	0.33 (0.24)
			R	16.0 (13.7)	B (B)	0.09 (0.04)	18.0 (15.8)	B (B)	0.09 (0.10)
		Northbound	L	13.5 (17.4)	B (B)	0.21 (0.15)	12.1 (16.0)	B (B)	0.12 (0.11)
			TR	14.4 (19.6)	B (B)	0.48 (0.56)	15.2 (20.8)	B (C)	0.60 (0.67)
		Southbound	L	6.0 (10.1)	A (B)	0.47 (0.47)	6.8 (10.6)	A (B)	0.50 (0.50)
			T	- (-)	- (-)	- (-)	4.9 (9.1)	A (A)	0.30 (0.37)
			R	- (-)	- (-)	- (-)	4.7 (7.3)	A (A)	0.22 (0.05)
			TR	5.1 (9.2)	A (A)	0.31 (0.30)	- (-)	- (-)	- (-)

Table 6: Build Conditions 95th Percentile Queue Length (ft)

Node	Intersection	Approach	Movement	Existing Condition	Concept A
1	Hanover Pkwy at Village Park Drive	Eastbound	LTR	50 (75)	25 (175)
		Westbound	LTR	125 (75)	100 (75)
		Northbound	LTR	50 (50)	50 (50)
		Southbound	LTR	25 (25)	25 (25)
2	Hanover Parkway at Driveway for Hunting Ridge Condominiums	Eastbound	LTR	50 (50)	50 (50)
		Northbound	LTR	100 (75)	125 (50)
		Southbound	LTR	25 (125)	25 (125)
3	Hanover Parkway at Greenbrook Drive	Westbound	LR	50 (75)	75 (125)
		Northbound	TR	0 (0)	25 (50)
		Southbound	LT	75 (75)	125 (150)
			T	25 (25)	- (-)
4	Hanover Parkway at Driveway for Hanover Apartments	Eastbound	LR	75 (50)	75 (75)
		Northbound	T	0 (25)	- (-)
			LT	25 (75)	75 (125)
		Southbound	TR	0 (25)	50 (75)
5	Hanover Parkway at Hanover Drive	Eastbound	LTR	0 (150)	0 (275)
		Westbound	LTR	0 (0)	0 (0)
		Northbound	LT	50 (0)	- (-)
			LTR	- (-)	200 (0)
		Southbound	LT	0 (0)	- (-)
			TR	0 (0)	- (-)
			LTR	- (-)	0 (0)
6	Hanover Parkway at Greenway Center Drive/Ora Glen Drive	Eastbound	LT	100 (200)	100 (200)
			R	25 (50)	50 (50)
		Westbound	LT	75 (75)	75 (75)
			R	75 (100)	75 (100)
		Northbound	L	50 (25)	50 (50)
			T	100 (150)	125 (125)
			TR	100 (50)	175 (175)
		Southbound	L	100 (100)	100 (100)
			T	200 (75)	75 (100)
			TR	50 (100)	50 (25)

L=Left; T=Through; R=Right

6. Additional Design Considerations for Options A and B

6.1. Leading Pedestrian Interval (LPI)

A Leading Pedestrian Interval (LPI) was also considered for crossing the east leg of MD 193 at Hanover Parkway. Interest in the LPI treatment was expressed through community feedback due to the future alignment of the proposed trail and the connection the crossing provides between Eleanor Roosevelt High School on the northeast quadrant of the intersection and the residential and retail land uses to the south of MD 193.

LPIs create a 3 to 5 second interval where pedestrians are provided the WALK indication prior to the green indication for conflicting permissive vehicular turning movements. The treatment improves safety by allowing pedestrians to preemptively establish themselves within the crosswalk, making them more visible to right-turning motorists.

Further investigation of the feasibility of an LPI treatment on the eastern leg crossing of MD 193 at Hanover Parkway revealed that an LPI treatment would not be effective based on the current intersection geometry and

controls. Due to split phasing of the Hanover Parkway approaches at MD 193, only the northbound right turn movement conflicts with the pedestrian crossing on the eastern leg of MD 193. The northbound right turn movement from Hanover Parkway to eastbound MD 193 is channelized with yield control only and therefore would be unable to be held during the LPI. In order for the LPI to be effective, removal of the channelization island for the northbound right turn would be required, resulting in right turns being controlled by the traffic signal instead of the yield sign. If the channelized island is removed during the Final Design phase of this project, or as a separate project, LPI should be explored further.

6.2. Wayfinding Signage

Wayfinding is an important component for bicycle lanes to not only ground themselves in the context of their surroundings, but to do so in a way that encourages safety and memorability. Some benefits of wayfinding include:

- To make drivers cognizant of bicyclists
- To direct cyclists to safe cycling routes
- To provide spatial information
- To establish consistent branding and imagery to solidify a route's "imageability", or mental image
- To help infrequent riders to overcome a "barrier to entry"

The East Coast Greenway is currently routed partially along Hanover Parkway. It is diverted along Greenbrook Drive, Ora Glen Road, and Mandan Road in order to avoid the most dangerous segments of roadway. A high-quality bicycle facility would allow the East Coast Greenway to be shortened and routed along Hanover Parkway, potentially bringing new riders into the commercial hubs along the corridor. Signage should be consistent with standard East Coast Greenway wayfinding and placed frequently along the route to clearly brand the bikeway.

Wayfinding also presents an opportunity to create unique branding for other amenities along Hanover Parkway bikeway, such as commercial and recreational space. Hanover Parkway-specific signage should be paired with East Coast Greenway signage, strengthening the wayfinding's effect.

6.3. Curb Radii at Driveways and Intersections

The conceptual design for the side path is shown without any modifications to intersection geometry, including curb radii at the pedestrian curb ramps. During the next phase of design, the City will examine reducing the curb radii at the pedestrian curb ramps in order to have each corner ramp align with the adjoining crosswalk – at perpendicular angles³. Similarly, *perpendicular* ADA-compliant Detectable Warning surfaces are recommended and preferred at intersections with perpendicular crosswalks and should be considered and weighed against potential additional costs and ROW takes in the next phase of design.

6.4. Crosswalk Width at Intersections.

The crosswalk at intersection and driveways should ideally be at least 10 wide to account for both cyclists and walkers crossing simultaneously. At the Ora Glenn path crossing; the proposed crosswalk is bifurcated – one crossing for bikes and one for walks. However, the bike crossing as shown would not be wide enough for two-way cycle traffic. In order to provide a continuous 10-foot crosswalk, the existing pedestrian refuge would have to be redesigned. This option will be considered in the next phase of design.

6.5. Option B, Impact of Bradford Pear Removal by ERHS

During the general community meeting (see Section 7), one of the comments proffered was that the street trees along Hanover Parkway adjacent to ERHS were Bradford Pears that may be at the end of their lifespan; these

³ Public Right-of-Way Accessibility Guidelines (PROWAG) Sections R207 and R304

trees are commonly understood to have a relatively short life expectancy and are prone to having weak branches, making them unsuitable as street trees. A trail project that coincides with the removal and replacement of the existing street trees would allow for an alternative design of the trail, placing it closer to Hanover Parkway, with the new trees placed *behind* the existing trail, potentially eliminating the need for part or all of the retaining wall adjacent to this section of the path. See Figure 29.

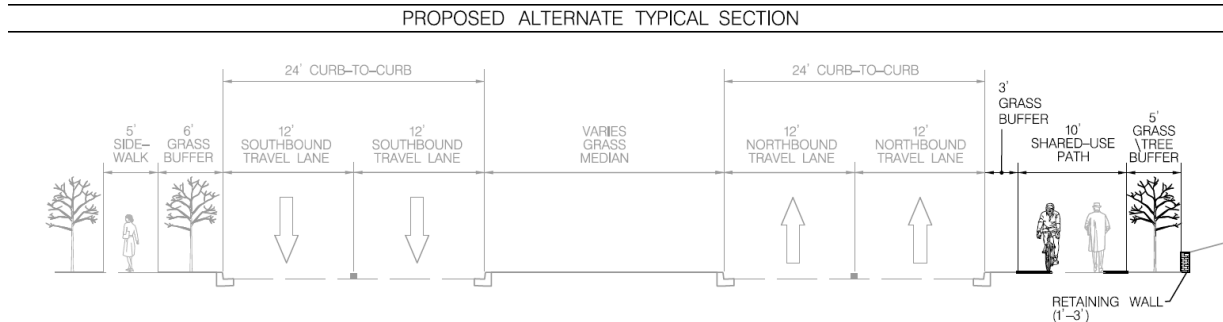


Figure 29: Alternative Typical Section north of MD 193, if east side Bradford Pears are replaced

6.6. New Crossing for Hanover Parkway

A new marked pedestrian crossing is proposed just south of Greenbrook Drive in both Options A and B. A bus stop and ADA compliant pedestrian ramps are located at this intersection. Currently, there is no marked crossing of Hanover Parkway, between Ora Glen Drive and the Hunting Ridge Condominiums – a distance of about 2200 feet.

6.7. Stormwater Management

For the components of the bike facility that incorporate a trail, constrained right of way makes managing stormwater runoff difficult. The most cost-effective manner for managing run-off would be the use of a shallow-depth side swale, similar to the one shown in Figure 30.

Two alternatives to SWM where space/ROW is constrained include porous asphalt or compact bio-filtration facilities like Filterra®.

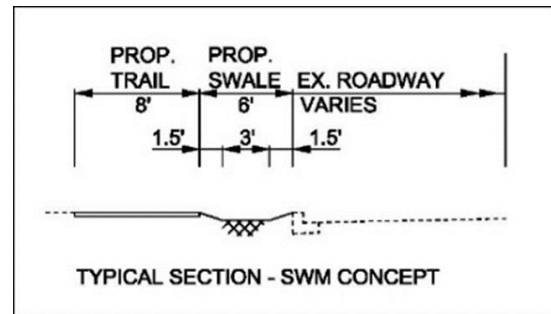


Figure 30: Trail and Side Swale Example

A porous asphalt system is one that captures and temporarily stores runoff using small voids in the asphalt top coat. Porous asphalt trails generally need construction of a deeper base than non-porous asphalt (see Figure 31 for a typical application). These are suitable where the soils has a high infiltration rate, but can still be applicable where the soil infiltration rate is low (Type C or D soils). The soil group along Hanover Parkway is Type D, indicating a very slow infiltration rate. Accordingly, use of porous asphalt will require underdrain piping and a deeper base. This underdrain would run parallel to the trail and tie into existing inlets. While saving space, installing porous asphalt comes with greater installation costs due to the deeper base needed along with under drains and connections to the existing stormwater conveyance systems.

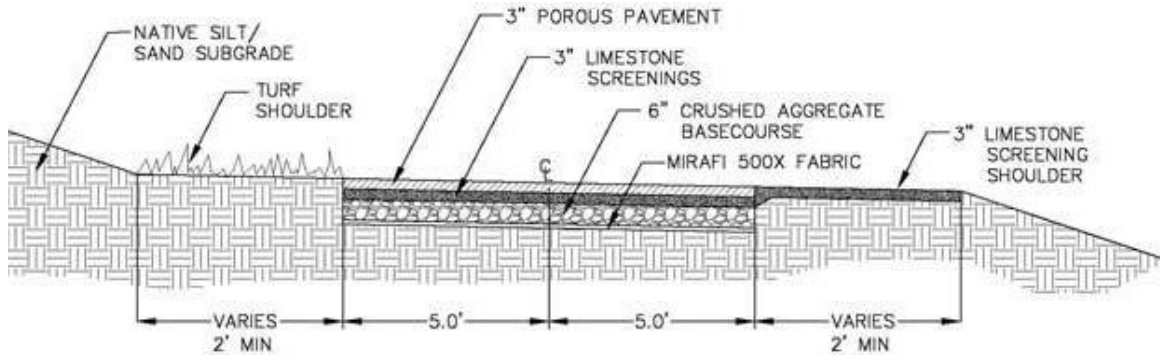


Figure 31: Porous Pavement Design, where soil conditions are suitable (source: americantrails.org)

Porous asphalt has higher costs than traditional asphalt by as much as 100%. Additionally, utilities buried underneath the proposed trail location can pose a design problem and/or add construction costs. Maintenance is needed to prevent the porous asphalt from clogging with sediment and any organic matter. Waterless vacuum sweeping is recommended 2 to 4 times per year. Additionally, repairs cannot be made with traditional asphalt crack sealant.

An alternative to porous asphalt that also has a small footprint is the use of bio-filtration facilities, similar to the one shown in Figure 32. Stormwater that runs off a sidewalk and into the gutter get mixed with roadway runoff and gets intercepted and treated by the bio-filtration facility prior to being conveyed back into the existing downstream inlet and storm drain system. The downside to these facilities is that they need periodic spacing that can constrict the width of a trail, if the trail is placed against the curb. Where this occurs, bumping out the trail behind the bio-filtration facility is recommended in order to maintain a constant trail width.



Figure 32: Example of bio-retention facility (source:actreesnews.org)

7. Community and Stakeholder Meetings

Several community meetings were held to discuss the benefits and disadvantages of each option. The following meetings were held at the Greenbelt Community Center:

- Advisory Planning Board Meeting, August 21, 2019
- Green ACES meeting August 27, 2019
- Greenbriar Community Association Board of Directors, October 9, 2019 (Held at the Greenbriar Community Building)
- General Community Meeting December 12, 2019

Comments from these meetings include:

- Strong Preference for Option B over Option A
- For Alt A, the feeling is that it will be difficult to eliminate a travel lane and for buses.
- Desire for more connections across Hanover Pkwy, particularly between Ora Glen and MD 193.
- Preference for LPI / LBI to cross MD 193
- Lighting may be needed along Hanover Pkwy
- Some concern about sharing the path for pedestrian and cyclists due to different speeds. It was noted that having a 10' wide path helps because it provides opportunity for separation of users.
 - Consider reflective delineation line markings along the trail
- Bradford Pears (prone to branches falling off) are old along Northbound Hanover Pkwy by ERHS. Good opportunity to remove and provide trail along flatter portion (with only a 3' grass buffer for signs) while planting new better trees to the *east* side of the trail, closer to ERHS.



- Northbound Hanover Parkway, north of md 193, school buses and parents' pickup and drop off use the inside travel lane (that is labeled no parking). Also, people drive on the shoulder
- Speeding south of Ora Glen is a problem
- When placing the trail, avoid the community garden and all bus stop shelters
- North of ERHS, ensure that the grade of the trail prevents ponding/icing from water that runs off the adjacent forested area.
- Consider pathway lighting (e.g. bollards) where lighting is insufficient.

7.1. Council Presentation and Feedback

Findings from this feasibility study were presented to the Greenbelt City Council during a March 2nd, 2020 Council Work Session. A summary of Council comments and questions, as well as comments from residents in attendance, is as follows:

- Resident Comments:
 - Greenbelt East Advisory Coalition preferred Alternative B. Would like to see trail extended to Good Luck Road.
 - Concern for Speeding was expressed – particularly south of Greenbrook Drive. Option B (trail) and a trial road diet can be considered simultaneously; incorporating the trail does not preclude a road diet along high speed segments of Hanover Parkway.
 - Consider signing for “ring when passing” and the City should have a bike ring giveaway day.
- Council Comments:
 - Council generally favored alternative B
 - Phasing the project is a good idea
 - Council stated that a bike trail will induce cyclists, and that they serve as an example of safe facilities for future cyclists (i.e. children just learning to ride).
 - Council would like to look into pervious pavement costs
 - Discussion around potential removal of Bradford Pears along NB Hanover Parkway and the possibility of not removing them at all (which was presented as standard in options A or B) or removing them in conjunction with installing a trail. Tree committee has a phase-out plan for Bradford Pear trees.

8. Construction and Continuing Maintenance Costs

Option A has an estimated construction cost of \$890,000, assuming the use of pre-cast curb for protecting bike lanes, while Option B is estimated to cost about \$760,000. If option A uses flexible bollards, the cost is expected to be about \$300,000. Appendix G shows a breakdown of the construction cost for each option. Final Design costs are expected to be about \$250,000 with survey, any borings needed for stormwater facility design, as well as stormwater management facility approval and permitting.

Estimated annual maintenance costs are expected to be about \$3,000 per year and related to annual evaluation of facility for signs of degradation; leaf/vegetation growth removal, snow removal and repairs for any cracks or potholes.

8.1. Tradeoffs

While the cost for both options is similar, there are differing advantages for each. Option A provides less impervious surface impacts (assuming that protected medians are planted and *not* solid concrete). Accordingly, Option A would require less stormwater management. Option A also provides traffic calming along the faster portions of Hanover Parkway, by reducing the number of available travel lanes. Additionally, Option A provides

for a separation of cyclists and pedestrians from each other for most of their corridor, minimizing chances of any pedestrian/bike conflicts.

Option B, however, has other advantages. Primarily, it is a singular uniform facility – there is no switching on- and off-road or being forced to cross Hanover Parkway to continue. Similarly, an off-road trail meets expectations of pedestrians and cyclists in a suburban setting and connects seamlessly with existing trail infrastructure. This makes adding wayfinding signage simpler and more efficient. Also, Option B prevents any interference from buses stopping to pick-up or drop off passengers along Hanover Parkway. Option B also requires less impacts to the general travelway during construction. Finally, Option B offers a more accepted and permanent design that is likely to last through future administrations; a design implemented under Option A could be more easily undone under a bicycle-averse administration, particularly if flex posts are used as the buffer.

9. Implementation and Funding Strategies

Funding for projects can often be an obstacle to implementation. In addition to using local funds, there are several state/federal grant programs that offer monetary support for implementing the recommended bicycle facilities in this study. The following funding sources have been identified as applicable and potential grant program.

Transportation Alternatives Program (TAP). This program is administered and supported by the Maryland State Highway Administration, with reimbursement from the Federal Highway Administration, for the purpose of funding projects that enhance the cultural, aesthetic, historic, and environmental aspects of the State's intermodal transportation system. The program is set up to sub-allocate fifty percent of the funding directly to local Metropolitan Planning Organizations who are the responsible reviewers of proposed projects within their jurisdiction. Recommendations under this study would be eligible as they meet the requirements of 1) related to surface transportation; and 2) meet at least one of the nine qualifying TAP categories. Project sponsors are responsible for design, management, construction, implementation, and permits as well as a minimum of 20% of all project costs.

Maryland Bikeways Program. Supported and administered by the Maryland Department of Transportation, the goal of the program is to fill in the gaps in Maryland's bike network to support bikeshare programs. An eligible project meets one of the following criteria: 1) located substantially within the Priority Funding Area (PFA) and/or located within three miles of a rail transit station or major bus transit hub, 2) provide or enhance bicycle access along any gap identified in the Statewide Trails Plan "A Greener Way to Go", and/or 3) identified as a transportation priority in a County's most recent annual priority letter submitted to MDOT. The recommendations under this study will meet the first criterion as it is located within a PFA, though the Greenbelt Metro station is slightly over three miles from the Spellman Overpass. The local match requirements are a) zero percent for priority minor retrofit, b) twenty percent for other priority projects, and c) fifty percent for non-priority projects. The match may include cash or in-kind services contributing to the project such as expenditures up to twenty-four months prior to a Bikeways project award.

Recreational Trails Program. Administered by the State Highway Administration and supported by an 80/20 federal to local match, this program funds community based, motorized and non-motorized recreational trail projects. The trails can be for pedestrian and bicycling paths as well as for specific uses such as in-line skating, cross-country skiing, equestrian use, and four-wheel driving. The program funds not only new construction of trails, but maintenance and restoration of existing trails, purchase or lease of trail construction equipment, acquisition of easements or property for trails, and implementation of interpretive/education programs to promote intrinsic qualities, safety, and environmental protection. The matching funds must be committed in the local jurisdiction's budget and awards may not exceed \$40,000 for new construction and \$30,000 for other projects. Preferred programs to be funded include the following characteristics: connect communities with



natural/cultural areas or tourism areas (e.g. Scenic Byways, Heritage Areas, Canal Towns); have broad-based community support; complete a missing link in the State Trails Plan; or link or complete existing trails.

Safe Routes to Schools. Administered by the State Highway Administration and supported by an 80/20 federal to local match, this program funds infrastructure and non-infrastructure projects that support safe and sustainable routes for K-8 aged children to walk, roll, or bicycle to school. Projects categorized as safe routes to school must be requested through the larger Transportation Alternatives Program. Eligible project types that overlap with the recommendations under this study include traffic calming and speed reduction improvements, bike/pedestrian crossing improvements, and bicycle parking. This program would be applicable; Eleanor Roosevelt High School is located along Hanover Parkway and would allow the City to Qualify for Safe Routes to School funding.

MWCOG Transportation Land Use Connections (TLC) Grants. As a member of MWCOG, Greenbelt can apply for Planning and Design grants to fund studies or designs for planned projects. The TLC Program will provide consultant assistance, valued between \$30,000 - \$60,000 for planning projects and up to \$80,000 for design or preliminary engineering projects, for projects that promote mixed-use, walkable communities and support a variety of transportation alternatives.

10. Summary and Next Steps

Two Options for a Hanover Parkway Bike Facility were developed and compared for Feasibility, Cost, Safety, Constructability and overall accessibility. Both Design options began at Mandan Road to the north, connected with Spellman Overpass, and traversed MD 193 southward before terminating at Greenbrook Drive, where they tied into the trail leading from Schrom Hills Park. Design Option A was primarily on-road and Option B was entirely off-road. Design considerations for each included:

- Separating vehicle traffic from bike traffic;
- Minimizing the unprotected turn movements across the bike path;
- Creating a facility that is usable for all ages of cyclists;
- Minimizing expensive utility relocations;
- Minimizing tree removal;
- Design for ease of continuing maintenance; and
- Minimize impacts to on-street parking

These criteria resulted in two options that are designed entirely on the east side of Hanover Parkway from Mandan Road to Ora Glen Drive. From there, Option A crosses over to the west side of Hanover Parkway, while Option B remains on the east side.

Option A provides less impervious surface impacts and would require less stormwater management, while also contributing to traffic calming along the southern portion of the corridor. Option B, however, is a singular uniform facility – there is no switching on- and off-road or being forced to cross Hanover Parkway to continue. Similarly, an off-road trail meets expectations of pedestrians and cyclists in a suburban setting and connects seamlessly with existing trail infrastructure.

Option A has an estimated construction cost of \$890,000, assuming the used of traditional and pre-cast curb for protecting bike lanes, while Option B is estimated to cost about \$760,000. Both options have an estimated maintenance cost of about \$3,000.

Plan view drawings were created for each option, and community meetings were held to discuss the benefits and disadvantages of each and to solicit feedback. Based on community feedback, there was support for Option A, but Option B was generally the preferred option. Option B was thought to be more constructible and be utilized by a broader range of cyclists. Appendix H shows the 30% Design drawings for Option B.



During the next phase of Design, a lighting analysis is recommended to determine which locations, if any have deficient lighting levels for sidewalks.

The feasibility of porous asphalt to manage stormwater should be explored given the limited right of way available for traditional linear SWM facilities. A feasibility study should look for any utility relocations that would be needed as well as ease of connectivity with the existing stormwater conveyance system.

Once an option is chosen, the next step is to secure funding for Final Design and stormwater approval/permitting. Final Design and permitting can be expected to take up to a year. During the Final Design stage, a subsequent step would be to secure funding for construction. Several Federal and State grants are available for both design services and for construction of bike facilities.

Because the overall construction costs are large and likely to exceed any singular State/Federal grant, building the bike facility in phases is recommended. Logical phases would include: 1) Greenbrook Drive to MD 193; 2) MD 193 to Spellman Overpass; and 3) Spellman Overpass to Mandan Road.

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Terri Hruby

Submitting Department:

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Royal Farms Detailed Site Plan (DSP)

Suggested Action:

Reference:

FINAL Staff Report_Royal Farms

APB Report 2020_4_Royal Farms

Royal Farms DSP

Phasing Exhibit

Single Entrance

Green_ACES_Recommend_2020-02_--_Proposed_Royal_Farms_project

Proposed dog relief areas

Proposed Maryland T Intersection

MD 193 at Capital Dr Maryland T Design

Building Renderings

Correspondence Received about Royal Farms DSP

The Applicant, RF Greenbelt RE, LLC, has submitted a Detailed Site Plan to Maryland-National Capital Park and Planning Commission. This DSP is for the construction of a Royal Farms gas station, a food and beverage store, and a second commercial building to be located at the east end of the intersection of Capitol Drive and Greenbelt Road. The uses proposed are permitted uses in the C-O Zone. This DSP has been presented to GreenACES, the Advisory Planning Board, and City Council at the September 2, 2020 City Council Work Session.

During the review process several concerns have been raised about this proposed development, including the proposed second commercial building, traffic concerns, environmental impacts and the proposed site access. Staff has been working with the Applicant to address the comments and concerns raised during the review process.

The Advisory Planning Board has recommended support of this DSP with conditions. GreenACES has

recommended against supporting this DSP. Staff recommends that City Council support this DSP with conditions as detailed in the staff report included in Council's packet. This DSP is scheduled to go before the Prince George's County Planning Board on October 15, 2020.

Attachments:

[FINAL Staff Report_Royal Farms.pdf](#)

[APB Report 2020_4_Royal Farms.pdf](#)

[Royal Farms DSP.pdf](#)

[Phasing Exhibit.pdf](#)

[Single Entrance.pdf](#)

[Green_ACES_Recommend_2020-02_--_Proposed_Royal_Farms_project.pdf](#)

[Proposed dog relief areas.pdf](#)

[Proposed Maryland T Intersection.pdf](#)

[MD 193 at Capital Dr Maryland T Design.pdf](#)

[Building Renderings.pdf](#)

[Correspondence Received about Royal Farms DSP.pdf](#)

**DETAILED SITE PLAN
ROYAL FARMS**

**STAFF REPORT
September 22, 2020**

I. GENERAL INFORMATION

Applicant/Property Owner:	RF Greenbelt RE, LLC
Subject:	Detailed Site Plan
Project Name:	Royal Farms
Location:	East end of the intersection of Captiol Drive and Greenbelt Road
Acreage:	4.07
Existing Zoning:	C-O (Commercial Office)
Existing Land Use:	Undeveloped
Proposed Land Use:	Food and Beverage store in combination with a gas station, and a separate commercial building (specific use is unknown at this time)

II. BACKGROUND INFORMATION:

The Applicant, RF Greenbelt RE, LLC, has submitted a Detailed Site Plan (DSP) to Maryland-National Capital Park and Planning Commission (M-NCPPC) for the construction of a 4,649 square foot food and beverage store, a Royal Farms gas station, and a separate 4,368 square foot commercial building. As detailed by the Prince George's County Zoning Code this is a permitted use in the C-O Zone.

This DSP has been discussed by the Advisory Planning Board, GreenACES, and City Council at a City Council Work Session on September 2, 2020. Staff has been working with the Applicant to address the concerns raised during these discussions and incorporate comments into the plans. The purpose of this staff report is to detail the changes that have been made to the plans since the writing of the August 14, 2020 staff report on this topic.

III. CHANGES TO THE PROPOSED DEVELOPMENT:

As noted above the Applicant submitted a DSP for the construction of a 4,649 square-foot food and beverage store in combination with a Royal Farms gas station, and a separate 4,368 square foot commercial building. Staff has been working with the Applicant to address a number of concerns that have been raised including, the inclusion of the second commercial building, traffic concerns, site access and internal circulation concerns, and the area directly south of the site in State Highway Administration right-of-way that is proposed to be cleared.

A. Proposed Second Commercial Building

Staff raised concerns about the inclusion of the second commercial building, particularly because the use of that building was unknown. Staff also raised concerns about the effect the development of this portion of the site could have on the historic Toaping Castle and how this second building would impact internal circulation. The Applicant has agreed to remove the architecture for the second commercial building from the DSP. While the second commercial building architecture will be removed the Applicant would move forward with site grading and infrastructure installation to facilitate future construction.

By removing the architecture for this building a second DSP would be required to allow for the construction of the second commercial building. This portion of the site would be left as grass until such time that a second DSP is approved by the Prince George's County Planning Board. This would allow this portion of the site to remain green until a commercial use is identified and for the City to be involved with the review of the second DSP.

B. Site Access and Internal Circulation

During the initial review of the submitted DSP, staff raised concerns about the proposed site access. The Applicant had proposed that the site have two (2) access driveways. One of these would be an entrance only driveway that would facilitate access to the second commercial building. The second would facilitate traffic entering and exiting the site. Staff raised concerns about having two (2) curb cuts on Capitol Drive and strongly favored the reduction of curb cuts and internal channelization to direct traffic to the proposed second commercial building.

The Applicant has agreed to revise the entrance to the site to provide for a single driveway and internal channelization. The Applicant has provided a concept drawing of this proposed change. All vehicles would enter the site at one location and if the second commercial building is constructed in the future, vehicles will be directed to the site utilizing internal channelization.

C. Traffic

Concerns have been raised by a number of parties, including the Greenbelt Police Department, City Council, and the Advisory Planning Board, about a potential safety issue at Greenbelt Road and Capitol Drive. Currently vehicles have the ability to turn left onto Greenbelt Road from Capitol Drive and to turn left onto Capitol Drive from Greenbelt Road. Concerns have been raised about the speed and number of cars in this area that negatively impact the safety of this intersection. The Applicant has agreed to propose to construct a Maryland “T” intersection at Greenbelt Road and Capitol Drive. For reference the Applicant has provided a picture of an existing Maryland “T” intersection and a markup of a Maryland “T” intersection at Capitol Drive and Greenbelt Road.

This improvement would include the construction of an acceleration lane along Eastbound Greenbelt Road. With this proposed intersection vehicles would still be permitted to make left-turn movements, but it would offer a greater degree of protection for vehicles turning left onto Greenbelt Road. The construction of this improvement would be subject to the approval of the State Highway Administration.

Staff strongly believes that vehicles wishing to travel eastbound on MD 193 should utilize the signalized intersection at Greenbelt Road and Walker Drive. The Applicant has agreed to post a sign at the site’s access point directing motorists wishing to travel eastbound on MD 193 to utilize the signalized intersection of Walker Drive and MD 193.

D. Toaping Castle Site

The Toaping Castle is located on the southeastern portion of the site. The City has expressed strong support for the preservation of this site. On September 15, 2020 the Prince George’s County Historic Preservation Commission voted to designate the Toaping Castle as a Historic Site. The Applicant has agreed to work with City and County Staff on an interpretive panel for the Toaping Castle Site. This area would also include a split-rail fence around the site, a bench, and pedestrian access from the parking area.

E. Clearing in the State Highway Administration (SHA) Right-Of-Way

The DSP shows proposed clearing directly south of the site in SHA ROW to be completed under a separate permit. This clearing is not subject to the County’s Planning Board’s review of this DSP. The Applicant has noted that this proposed clearing is being proposed to facilitate the construction of the stormwater management system and to facilitate the flow of water. Staff has expressed concerns about this proposed clearing. These concerns were also expressed by the Advisory Planning Board, GreenACES, and City Council.

To date the Applicant has not prepared or submitted the permit application to SHA. The Applicant has agreed to provide City Staff with copies of the plans. Staff strongly believes that

the City needs the opportunity to review and comment on these plans and further believes that existing trees need to be retained to the maximum extent possible. On the southeastern portion of the site the DSP does not show any stormwater management infrastructure. In this area staff believes that all trees should be retained.

F. Additional Changes to the Detailed Site Plan

In addition to the issues detailed above, staff has also worked with the Applicant on a number of other issues that have been raised throughout the review process. During the September 2, 2020 City Council Work Session questions were raised about the presence of dog relief stations. The Applicant has agreed to provide a dog relief area with a dog station, to include signage, waste bags, and a trashcan.

The Applicant has also agreed to modify the tree conservation plan for the reforestation area of the site to show the utilization of 5' trees instead of 18" seedlings. With respect to cyclist connectivity, the Applicant has agreed to provide \$3,500 to the City to be used for bicycle facilities in the City. While electric charging stations are not proposed initially for the site the Applicant has agreed to install the infrastructure for two (2) electric vehicle charging stations to facilitate the installation of charging stations at a future date if supported by customer demand.

IV. CONCLUSION:

Staff recommends that City Council support the Royal Farms Detailed Site Plan with the following conditions:

1. The Applicant shall work with Planning Staff, the Greenbelt Museum Coordinator, and County Historic Preservation Staff on an interpretive panel for the Toaping Castle Site
2. The Applicant shall remove the architecture for the second commercial building from the Detailed Site Plan. While the Applicant will include site grading and infrastructure installation, this portion of the site shall remain as a grassy area (except for stormwater management facilities) until such time that a second DSP is approved for the construction of a second commercial building.
3. The Applicant shall revise the entrance to the site and provide for a single driveway and internal channelization.
4. The lighting on the site shall be certified by the International Dark Sky Association.
5. Infrastructure for two (2) electric vehicle charging stations shall be installed with the site development to facilitate the installation of charging stations in the future.
6. The Applicant shall provide copies of the permit application for clearing in SHA ROW to City Staff for review and comment. Trees in this area should be retained to the maximum extent possible while providing visibility. The Applicant shall be permitted to remove trees required to implement the stormwater management

facilities and outfalls as required by SHA, as well as dead or dying trees, invasive species and underbrush.

7. The proposed Royal Farms shall be constructed in accordance to their sustainable construction practices.
8. The Applicant shall provide \$3,500 to the City for the purpose of improving the City's bicycle infrastructure within 30 days following final, unappealable approval of the DSP.
9. The Applicant shall provide a dog relief station to include signage, waste bags, and a trash can.
10. The Applicant shall modify the tree conservation plan for the reforestation area to utilize 5' trees instead of 18" seedlings.
11. The Applicant shall install a sign at the site access directing vehicles wishing to travel east on MD 193 or south on I-295 to utilize the intersection of Walker Drive and Greenbelt Road.
12. The Applicant shall propose to construct a Maryland "T" intersection at MD 193 and Capitol Drive to the State Highway Administration, subject to SHA approval.. The proposed improvement shall include construction of an acceleration lane along eastbound MD 193.
13. The Applicant should revise the landscape plan to include Southern arrowwood (*Viburnum dentatum*) and sweetbay magnolis (*Magnolia virginiana*) in wetter areas of the site, subject to availability. Any substitutions of plant species shall be approved by the City of Greenbelt
14. The Applicant should modify the Tree Conservation Plan to reduce the number of redbuds in favor of planting Black Gum (*Nyssa Sylvatica*) trees, subject to availability. Any substitutions of plant species shall be approved by the City of Greenbelt

One condition listed above continues to be discussed by the Applicant and Staff. With respect to Condition #2 the Applicant has provided a phasing exhibit, included in Council's packet, which details the area that is to be left as a green area until such time that a separate DSP is approved for the construction of the second commercial building. As shown on the exhibit, the access drive to the eastern portion of the site is to be constructed at the time of the construction of the Royal Farms. Staff is not supportive of the phasing plan as presented and has asked that the Applicant provide detailed information as to why the construction of the second access drive cannot be deferred to such time that a second commercial building is constructed.

**ADVISORY PLANNING BOARD
REPORT TO COUNCIL**

**REPORT NO. 2020-04
DATE: September 22, 2020**

SUBJECT: Royal Farms – Detailed Site Plan

BACKGROUND:

On August 19, 2020 the Advisory Planning Board received a presentation from the Applicant for the proposed Royal Farms development project at the north-eastern side of the intersection of Greenbelt Road and Capitol Drive. The Board also discussed the Detailed Site Plan (DSP) for this project on September 2, 2020 and September 16, 2020. The Applicant's initial proposal was for the construction of a Royal Farms gas station and associated food and beverage store, as well as construction of a separate commercial building with specific use to be determined.

ANALYSIS:

During discussions the Board raised a number of questions and concerns as to the demand for this project and its component parts, retention of existing trees along the frontage with Greenbelt Road, the safety and efficiency of traffic flow around and within the site, and the importance of retaining the Toaping Castle historical site.

Demand for Project

With regard to demand for the project overall, the board asked for the applicant to explain their evidence of demand for this use in particular, for which they pointed to Royal Farms' desire to build at this location as the indicator of demand. The applicant further pointed to the presence of several hotels in close proximity, as well as the nearby interchanges and ramps for various state and interstate highways. Several board members expressed doubt that not only was demand for an additional gas station in Greenbelt questionable, but also that it would negatively affect established locally-owned small businesses (e.g., the Sunoco and BP stations in Old Greenbelt). The conclusion, however, was that the combination of gas and prepared food offerings of Royal Farms (e.g., sandwiches, fried chicken) would be of value to the community.

The Board also discussed the proposed second commercial building. The Board was not in favor of including the second commercial building without a determined use, and preferred that this portion of the site be left undeveloped. At the September 16, 2020 APB meeting the Applicant agreed to remove the architecture for the second commercial building from this Detailed Site Plan and leaving the site as grass, while still grading and installing the required infrastructure for future construction. However, a second DSP would be required to allow for future construction of the additional commercial building.

In addition, the Board discussed the importance of electric vehicle (EV) charging stations. The Applicant agreed and pointed to ongoing relationships between Royal Farms, Tesla, and Chargepoint for the installation and maintenance of EV charging stations. The applicant has agreed to install the base infrastructure for two (2) EV charging stations to enable the future installation of charging stations if supported by customer demand (determined by actual customer requests).

Retention of Trees along Greenbelt Road

Of particular concern for the Board was the proposed clearing, under a separate permit, along the southern portion of the site in the State Highway Administration right-of-way along Greenbelt Road (MD-193). The Board understands that this proposed clearing is to facilitate the planned stormwater management system, but strongly felt that non-invasive trees in this area should be preserved to the maximum extent possible. Furthermore, during discussions, representatives from Greenbelt National Park expressed their concern that such a development in this location would degrade the “viewshed” of the parkland and also have a negative effect on the stormwater flow and prevalence of litter moving into the Park across MD-193. To mitigate such effects, the Board recommends that City Council appeal to the State Highway Administration and express strong support for preserving the existing native trees to the maximum extent possible in any permit approval process for the right-of-way.

Traffic Safety & Efficiency

During the Board’s meeting on September 16, more than half of the discussion time was focused on traffic measures to mitigate anticipated unsafe conditions from increased traffic in and out of Capitol Drive at the intersection with Greenbelt Road. To address these concerns, the Applicant proposed the construction of a Maryland “T” intersection at this location, with a dedicated and restricted entry lane for cars turning left from Capitol Drive onto eastbound Greenbelt Road that extends past the entrance onto the B-W Parkway. Nevertheless, the Board expressed a strong preference for prohibiting left turns on to Greenbelt Road, but agreed to support the Maryland “T” intersection if prohibiting left turns was not feasible according to SHA. The Board also strongly favors the installation of a sign at the exit of the site that would direct motorists to use the signalized intersection at Greenbelt Road and Walker Drive for those motorists wanting to travel east on Greenbelt Road.

The Board also discussed entrance to the site from Capitol Drive, and internal circulation within the site. The Applicant initially proposed two (2) curb cuts to the site: one to accommodate cars entering and exiting the site to visit Royal Farms, and one to accommodate cars entering the site for direct travel to the additional commercial building. The Board expressed concerns about this proposal and recommended that the entrance only drive be removed. At the September 16, 2020 APB meeting the Applicant proposed a revised entrance that would provide for a single entry/exit driveway and internal channelization of traffic, with the expectation that the planned

one-way drive along the south side of the property would be built at the time of construction of the planned commercial building, but with an internal entry on the site. The Board accepted this proposal.

Historic Preservation

The Board also discussed amenities for the Toaping Castle Site, including interpretive signage, and were informed that the Toaping Castle was recently designated as a Historic Site by the Prince George's County Historic Preservation Commission. The Board felt that the Applicant's planned measures to preserve the site were responsive and respectful of its historical significance and appreciated the Applicant's commitment to work with local stakeholders to ensure the Toaping Castle site is properly recognized.

RECOMMENDATION:

On September 16, 2020 the Board voted 5-0 to recommend that City Council support the subject DSP with the following conditions:

1. Infrastructure for two vehicle charging stations shall be installed with the site development to facilitate the installation of charging stations in the future
2. The Applicant shall work with Planning Staff, the Greenbelt Museum Coordinator, and County Historic Preservation Staff on an interpretive panel for the Toaping Castle Site
3. The Applicant shall remove the architecture for the second commercial building, therefore a separate DSP will be required to allow for the construction of the second commercial building.
4. The Applicant shall revise the entrance to the site to provide for a single driveway and internal channelization.
5. The Applicant shall agree that all lighting will be certified by the International Dark Sky Association.
6. The Applicant shall provide to City Staff for review and comment copies of the permit application for the proposed work in the State Highway Administration. The Board also recommends that City Council appeal to SHA for the retention of trees in SHA right-of-way to the maximum extent possible.
7. The Applicant shall agree that the Royal Farms will be constructed in accordance with their sustainable construction practices.
8. The Applicant shall agree to provide \$3,500 of funding to the City of Greenbelt to be used for cyclist improvements throughout the City.
9. The Applicant shall agree to utilize 5' trees rather than 18' seedlings in the reforestation area on the site, and elsewhere trees are planted.

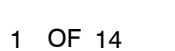
10. The Board strongly prefers prohibiting left turns at Greenbelt Road and Capitol Drive. If this option is not feasible the Applicant shall propose to construct a Maryland “T” intersection as described above.
11. The Applicant shall install a sign at the exit of site directing motorists wishing to travel east on Greenbelt Road to utilize the signalized intersection at Walker Drive and Greenbelt Road.

Respectfully submitted,

Keith Chernikoff
Chair

[illegible]

THIS BLOCK IS FOR OFFICIAL USE ONLY QR label certifies that this plan meets conditions of final approval by the Planning Board, its designee or the District Council. M-NCPPC APPROVAL	
PROJECT NAME: Royal Farms - Greenbelt	
PROJECT NUMBER: DSP-19045	
For Conditions of Approval see Site Plan Cover Sheet or Approval Sheet Revision numbers must be included in the Project Number	



A
B
C
D
E

1

2

3

4

5

188



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LANHAM, MD 20706

PHONE: 301.364.1879
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CONTACT: ED SCOTT

ROYAL FARMS - GREENBELT
FORMERLY CAPITOL CADILLAC
PRINCE GEORGES COUNTY
GREENBELT, MARYLAND 20770

MAP: 0034 GRID: 00D1 LOT: PART OF LOT 7

SEAL

KEY PLAN

SCALE

No.	DATE	BY	Description

REVISIONS

DRAWN BY RW / GRW
APPROVED BY JMC
CHECKED BY GRW
DATE JUNE 2019

TITLE

DSP-19045
APPROVAL SHEET

PROJECT NO. 50114074

2

SHEET NO. 2 OF 14

NOTE
FOR LOCATION OF UTILITIES CALL
8-1-1 OR 1-800-257-7777
OR LOG ON TO
www.call811.com
http://www.missutility.net
48 HOURS IN ADVANCE OF ANY WORK
IN THIS VICINITY
INFORMATION CONCERNING UNDERGROUND
UTILITIES WAS OBTAINED FROM AVAILABLE
RECORDS BUT THE CONTRACTOR MUST
DETERMINE THE EXACT LOCATION AND
ELEVATION OF THE MAINS BY DIGGING TEST PITS
BY HAND AT ALL UTILITY CROSSINGS WELL IN
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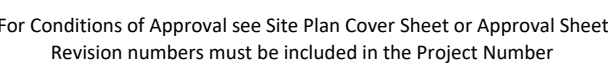
M-NCPPC
APPROVAL

PROJECT NAME: Royal Farms - Greenbelt

PROJECT NUMBER: DSP-19045

For Conditions of Approval see Site Plan Cover Sheet or Approval Sheet
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3 OF 14

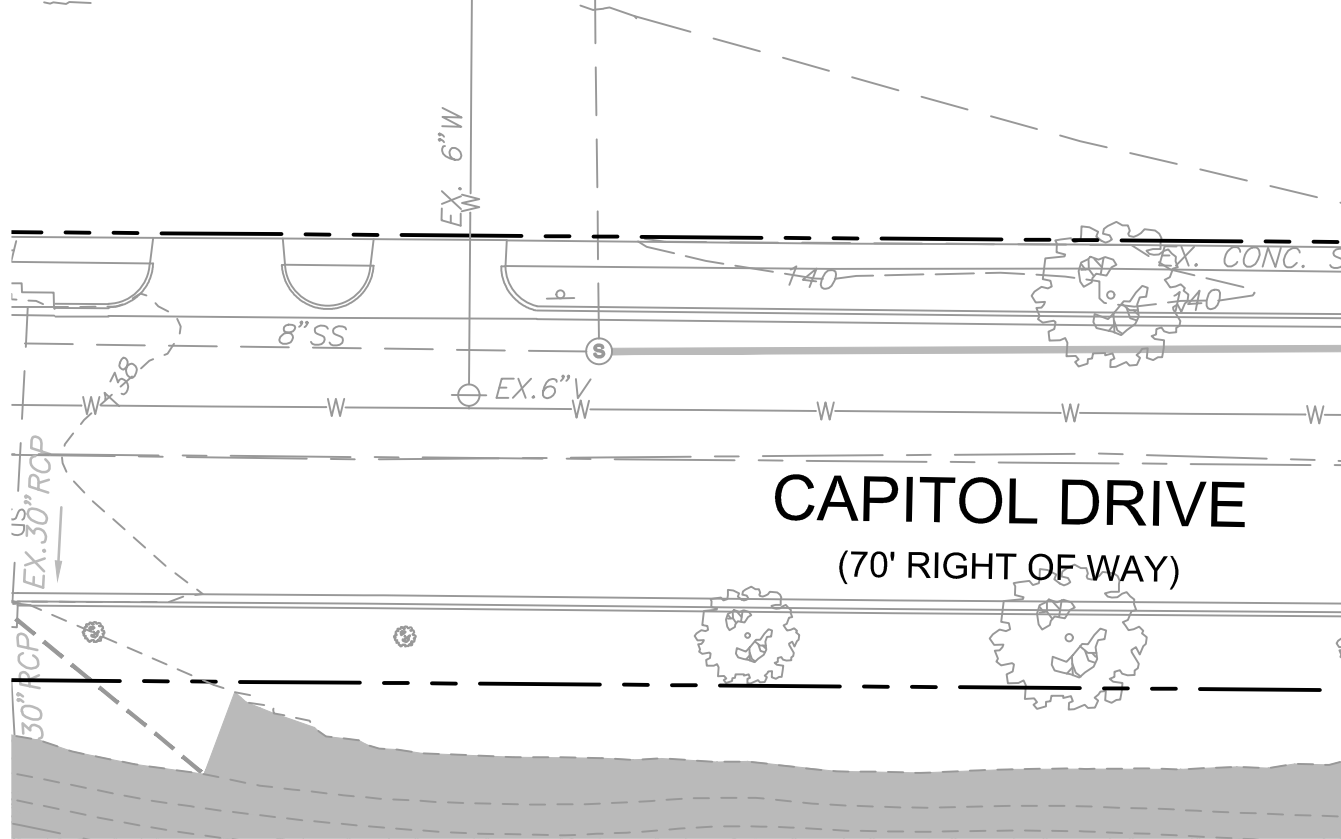


ROYAL FARMS

PARKING AND LOADING SCHEDULE				
	DESCRIPTION	RATE	REQUIRED	PROVIDED
PARKING	RETAIL - 4,649 SQ. FT. GROSS FLOOR AREA	NORMAL PARKING GENERATION GROUP: 1 SPACE / 150 SQ. FT. OF THE FIRST 3,000 SF.	20	53
		+1.0 SPACE / 200 SQ. FT. (ABOVE THE FIRST 3,000 SQ. FT.) * 1649 SF.	8	
	GAS STATION	1 SP / EMPLOYEE * 8 EMPLOYEES (LARGEST SHIFT)	8	
		1 SPACE / 3 SEATS: 18 OUTDOOR SEATS 11 INDOOR SEATS (NOT INCLUDING DRIVE THRU SERVICE)	10	
ACCESSIBLE		51-75 SPACES	2	3
TOTAL NUMBER OF PARKING SPACES			46	56
LOADING	4,649 SQ. FT. GROSS LEASE AREA	ONE LOADING SPACE FOR 2,000 - 10,000 SF. GROSS LEASE AREA(12' X 33' LOADING SPACE)	1	1
BICYCLE	NON-RESIDENTIAL DEVELOPMENT	N/A	NA	4 (2 RACKS)

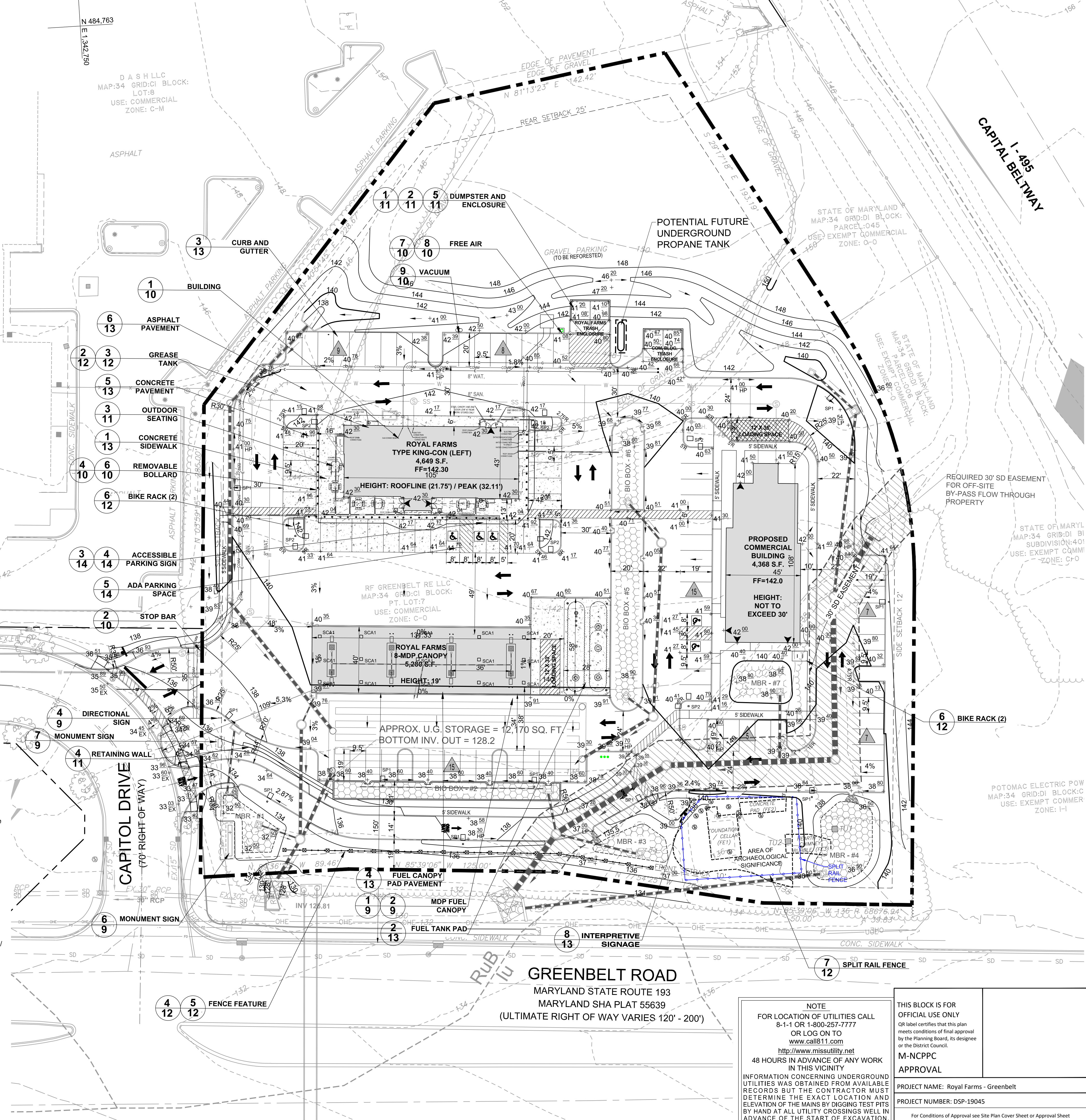
PROPOSED COMMERCIAL BUILDING
PARKING AND LOADING SCHEDULE

	DESCRIPTION	RATE	REQUIRED	PROVIDED
PARKING	RETAIL - 4,368 SQ. FT. GROSS FLOOR AREA	NORMAL PARKING GENERATION GROUP: 1 SPACE / 150 SQ. FT. OF THE FIRST 3,000 SF.	20	32
		+1.0 SPACE / 200 SQ. FT. (ABOVE THE FIRST 3,000 SQ. FT.) * 1649 SF.	7	
	GAS STATION	1 SP / EMPLOYEE * 8 EMPLOYEES (LARGEST SHIFT)	8	
		1 SPACE / 3 SEATS: 18 OUTDOOR SEATS 11 INDOOR SEATS (NOT INCLUDING DRIVE THRU SERVICE)	10	
ACCESSIBLE		26-50 SPACES	2	2
TOTAL NUMBER OF PARKING SPACES			27	34
LOADING	4,368 SQ. FT. GROSS LEASE AREA	ONE LOADING SPACE FOR 2,000 - 10,000 SF. GROSS LEASE AREA(12' X 33' LOADING SPACE)	1	1
BICYCLE	NON-RESIDENTIAL DEVELOPMENT	N/A	NA	4 (2 RACKS)



LEGEND

- Existing Property Line - Adjacent Property Lines - Required Landscape Buffer - Building Restriction Line - Public Utility Easement - Zoning Boundary - Existing Major Contour - Existing Minor Contour - Existing Edge Of Pavement - Existing Road Centerline - Existing Communications - Existing Fiber Optic - Existing Overhead Electric - Existing Underground Electric - Existing Gas - Existing Water Structures - Existing Sewer And Manhole - Existing Storm Drain - Existing Storm Drain Structures - Existing Tree - Existing Tree Line - Existing Building Footprint - Existing Chain Link Fence - Existing Water Meter - Existing Gas Valve - Existing Power Pole - Existing Monitoring Well - Existing Well - Existing Light Pole - Existing Clean Out - Existing Manhole - Existing Valve - Soil Line	- LOD - Proposed Limits of Disturbance - Proposed Property Line - Proposed Building - Proposed Curb - Proposed Major Contour - Proposed Minor Contour - Proposed Water - Proposed Sanitary Sewer - Proposed Gas - Proposed Power - Proposed Telecom - Proposed Storm Drain - Proposed Trench Drain - Proposed SWM Area - Proposed Concrete Pavement / Sidewalk - Proposed Parking (No. Of Spaces) - Detail Number - Detail Sheet Number
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PHONE: 301.364.1879
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DEVELOPER/APPLICANT

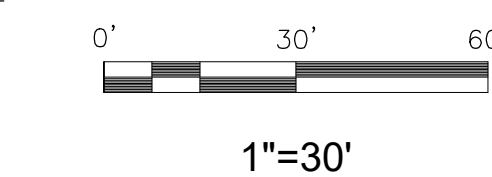
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ROYAL FARMS - GREENBELT
FORMERLY CAPITOL CADILLAC
PRINCE GEORGES COUNTY
GREENBELT, MARYLAND 20770

SEAL

KEY PLAN

SCALE



1"=30'

No.	DATE	BY	Description
REVISIONS			

DRAWN BY	RW / GRW
APPROVED BY	JMC
CHECKED BY	GRW
DATE	JUNE 2019
TITLE	

DSP-19045
DETAILED SITE PLAN

PROJECT NO. 50114074

4

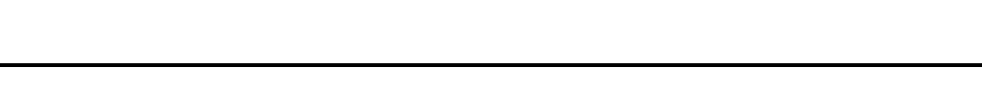
SHEET NO. 4 OF 14



	SCA1	15	S LITE CO LTD	CLED-HL-7-UNV-S-5-WH	CANOPY LIGHT	5000K LED	1	CLED-HL-7-UNV-S-5-WH.IES	14754	1	119.7	18'-0"
	SP1	10	BEACON PRODUCTS	VP-L-96NB-280-5K-T4	LARGE VIPER	C-70-CRI DATA SHOWN IS SCALED FROM 3036	1	VP-L-96NB-280-5K-T4 (1).ies	29122	1	284.52	19'-0"
	SP2	6	BEACON PRODUCTS	VP-L-96NB-280-5K-T4	LARGE VIPER	C-70-CRI DATA SHOWN IS SCALED FROM 1148116	1	VP-L-96NB-280-5K-T4 (1).ies	29122	1	853.55	19'-0"



Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
RF - Fuel Canopy	+	28.0 fc	38.5 fc	15.5 fc	2.5:1	1.8:1
RF - Parking Area	+	5.9 fc	18.4 fc	1.0 fc	18.4:1	5.9:1
Spill Area lighting	+	0.2 fc	1.4 fc	0.0 fc	N/A	N/A
Urgent care parking	+	4.9 fc	15.7 fc	0.8 fc	19.6:1	6.1:1



NOTE
FOR LOCATION OF UTILITIES CALL
8-1-1 OR 1-800-257-7777
OR LOG ON TO
www.call811.com
<http://www.missutility.net>
48 HOURS IN ADVANCE OF ANY WORK
IN THIS VICINITY

INFORMATION CONCERNING UNDERGROUND UTILITIES WAS OBTAINED FROM AVAILABLE RECORDS BUT THE CONTRACTOR MUST DETERMINE THE EXACT LOCATION AND ELEVATION OF THE MAINS BEFORE DIGGING TEST PITS BY HAND AT ALL UTILITY CROSSINGS WELL IN ADVANCE OF THE START OF EXCAVATION.

THIS BLOCK IS FOR OFFICIAL USE ONLY QR label certifies that this plan meets conditions of final approval by the Planning Board, its designee or the District Council. M-NCPPC APPROVAL	
PROJECT NAME: Royal Farms - Greenbelt	
PROJECT NUMBER: DSP-19045	
For Conditions of Approval see Site Plan Cover Sheet or Approval Sheet	



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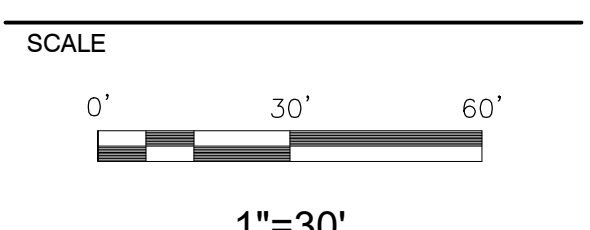
DEVELOPER/APPLICANT

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ROYAL FARMS - GREENBELT
FORMERLY CAPITOL CADILLAC
PRINCE GEORGE'S COUNTY
GREENBELT, MARYLAND 20770

SEAL

KEY PLAN

[illegible]

DRAWN BY	RW / GRW
APPROVED BY	JMC
CHECKED BY	GRW
DATE	JUNE 2019

DSP-19045

PHOTOMETRIC PLAN

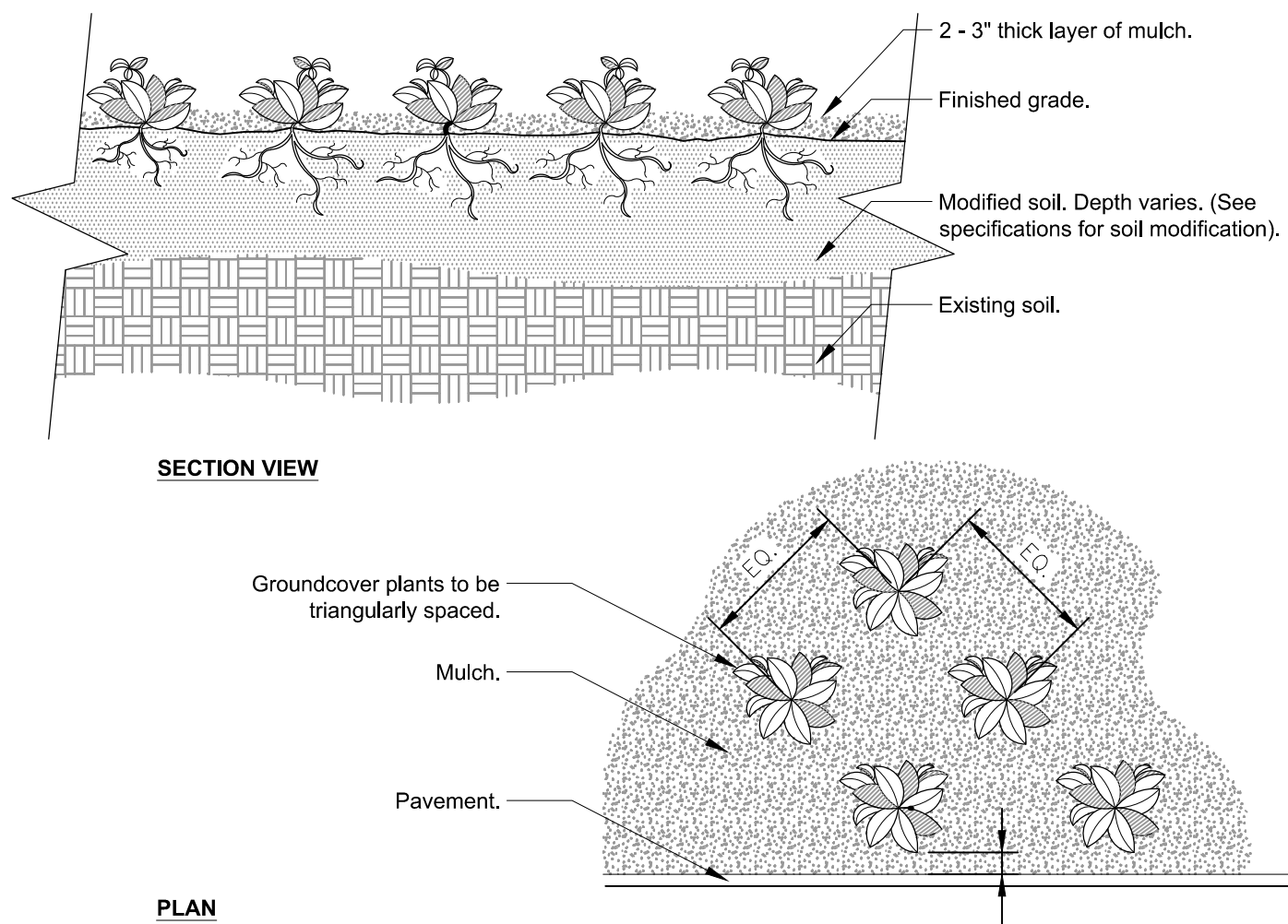
PROJECT NO. 50114034

REFERENCES

5

SHEET NO. 6 OF 14

For Conditions of Approval see Site Plan Cover Sheet or Approval Sheet
Revision numbers must be included in the Project Number



Notes:

1- See planting legend for groundcover species, size, and spacing dimension.

2- Small roots (1/4" or less) that grow around, up, or down the root ball periphery are considered a normal condition in container production and are acceptable however they should be eliminated at the time of planting. Roots on the periphery can be removed at the time of planting. (See root ball shaving container detail).

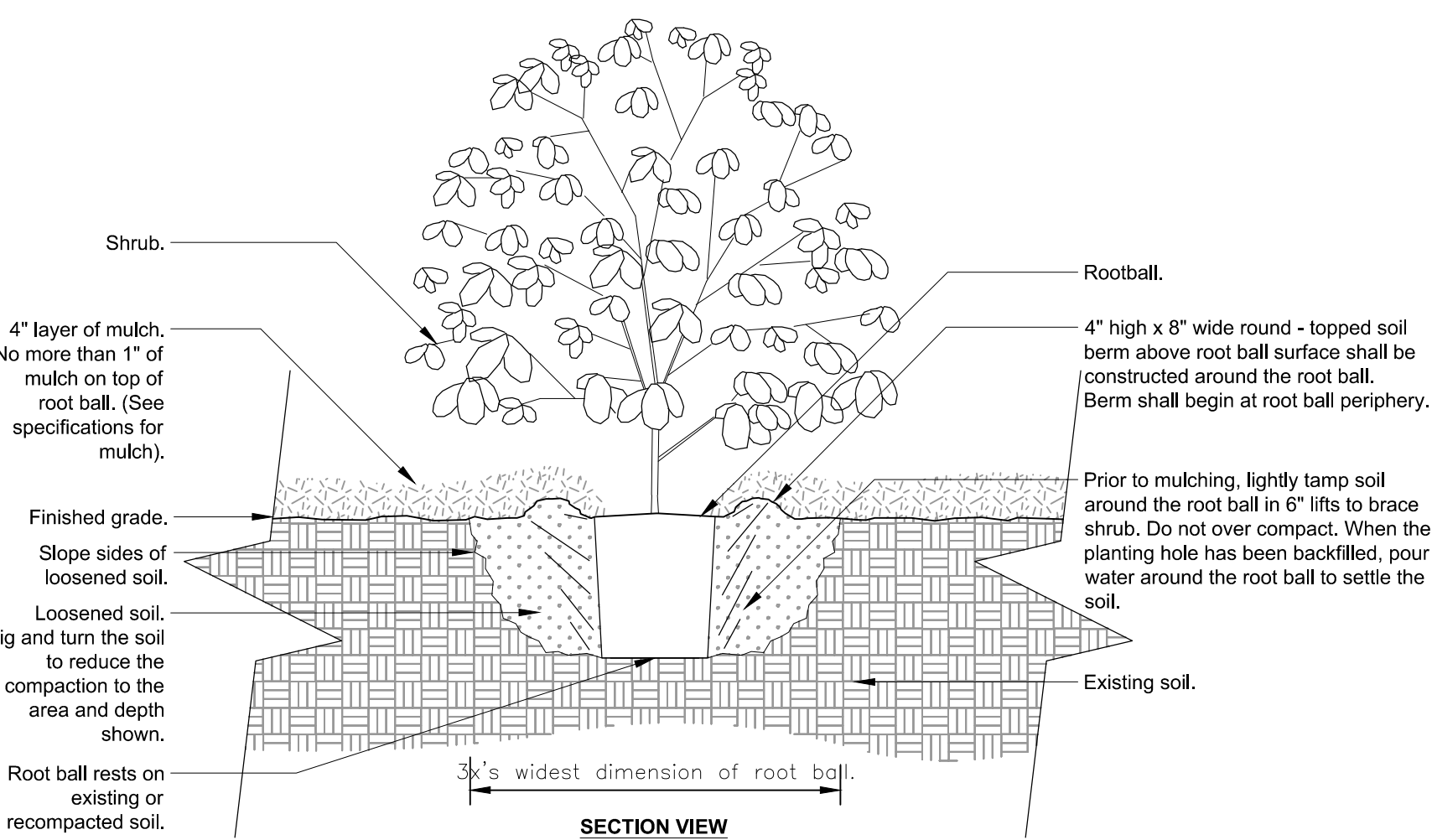
3- Settle soil around root ball of each groundcover prior to mulching.

1

GROUNDCOVER

DETAIL

3/4"=1'-0"



Notes:

1- Shrubs shall be of quality prescribed in the root observations detail and specifications.

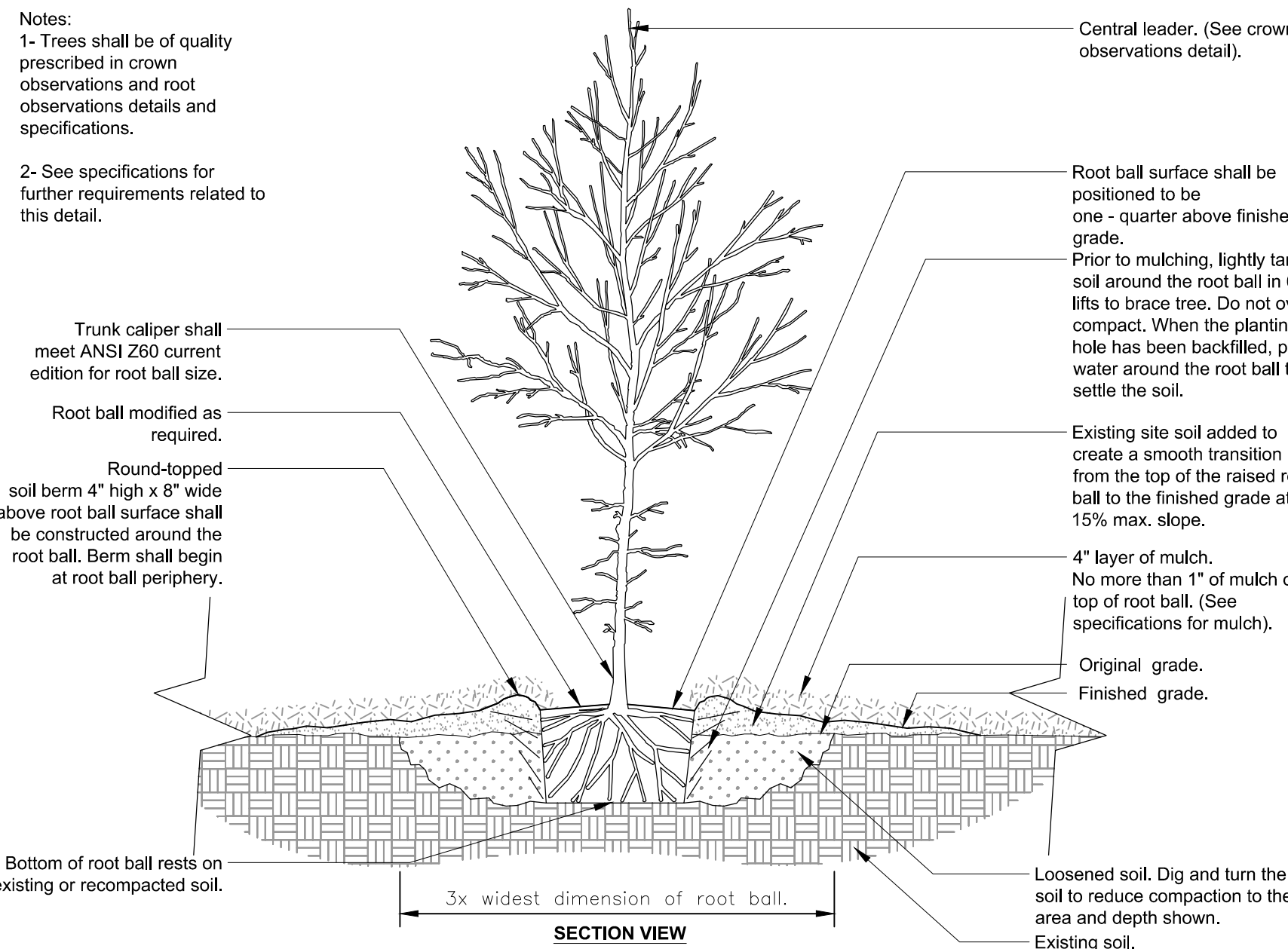
2- See specifications for further requirements related to this detail.

2

SHRUB - UNMODIFIED SOIL

DETAIL

3/4"=1'-0"



3

TREE - POORLY DRAINED SOIL

DETAIL

1/2"=1'-0"

PLANTING SPECIFICATIONS

A. DESCRIPTION

1. THE CONTRACTOR SHALL FURNISH AND INSTALL ALL PLANT MATERIALS, LABOR AND OTHER MATERIALS NECESSARY TO COMPLETE THE WORK AS SHOWN ON THE PLANS AND DETAILS.

B. MATERIALS AND METHODS

1. THE MATERIALS AND METHODS SHALL COMPLY WITH ALL REQUIREMENTS OF THE CURRENT EDITION OF THE "AMERICAN STANDARD FOR NURSERY STOCK" AS PREPARED BY THE AMERICAN ASSOCIATION OF NURSERYMEN, AND AS MODIFIED HEREIN.

C. SUBSTITUTIONS

1. IF A PLANT IS FOUND NOT TO BE SUITABLE OR AVAILABLE, THE LANDSCAPE CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE BEFORE BIDDING, ALONG WITH A RECOMMENDED SUBSTITUTION, AND A LIST OF EACH NURSERY THAT WAS CONTACTED TO PROCURE THE ORIGINAL PLANT TYPE. THE LIST SHALL INCLUDE THE NURSERY NAME, ADDRESS, PHONE NUMBER AND FAX.
2. THE OWNER OR OWNER'S REPRESENTATIVE MAY SELECT A REASONABLE ALTERNATIVE.

D. UTILITIES

1. THE LANDSCAPE CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF ANY EXISTING UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION OR PLANT INSTALLATION. THE LANDSCAPE CONTRACTOR SHALL CALL "MISS UTILITY" (1-800-257-7777) A MINIMUM OF 48 HOURS PRIOR TO CONSTRUCTION.

E. PLANT MATERIAL SOURCES AND QUANTITY

1. THE LANDSCAPE CONTRACTOR SHALL, AT LEAST TEN (10) DAYS BEFORE BEGINNING PLANTING OPERATIONS, SUBMIT A LIST OF PLANTING MATERIAL SOURCES GIVING THE NURSERY NAME, ADDRESS AND PHONE NUMBER FOR EACH PLANT MATERIAL REQUIRED ON THE JOB.
2. THE TOTAL NUMBER OF PLANTS ARE SHOWN ON THE LANDSCAPE PLAN. IF THIS TOTAL DIFFERS FROM THE PLANTING SCHEDULE, THE LANDSCAPE CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE BEFORE BIDDING.

F. TIME OF PLANTING:

1. PLANTING SEASON SCHEDULE SHALL BE IN ACCORDANCE WITH THE "AMERICAN STANDARD FOR NURSERY STOCK" AS PREPARED BY THE AMERICAN ASSOCIATION OF NURSERYMEN. PLANT PINES AND OAKS DURING SPRING PLANTING SEASON ONLY.

G. RIVERSTONE:

1. 3"-5" RIVERSTONE SHALL BE USED IN ALL PLANTED AREAS AT THE PERIMETER OF THE STORE. THE LANDSCAPE CONTRACTOR SHALL PROVIDE A ONE (1) POUND SAMPLE TO THE OWNER'S REPRESENTATIVE FOR APPROVAL PRIOR TO ANY INSTALLATION. RIVERSTONE SHALL BE APPLIED TO A DEPTH OF AT LEAST THREE (3) INCHES WITHIN 24 HOURS OF INSTALLATION OF PLANT MATERIALS.

H. MULCH

1. MULCH SHALL BE USED IN ALL PLANTED AREAS AT THE PERIMETER OF THE SITE. MULCH SHALL BE "WALK ON" GRADE, COARSE, GROUND, FROM TREE AND WOODY BRUSH SOURCES. THE SIZE RANGE SHALL BE A MINIMUM (LESS THAN 25% OR LESS OF VOLUME) FINE PARTICLES 3/8 INCH OR LESS IN SIZE, AND A MAXIMUM SIZE OF INDIVIDUAL PIECES (LARGEST 20% OR LESS OF VOLUME) SHALL BE APPROXIMATELY 1 TO 1-1/2 INCH IN DIAMETER AND MAXIMUM LENGTH APPROXIMATELY 4 TO 8". PIECES LARGER THAN 8 INCH LONG THAT ARE VISIBLE ON THE SURFACE OF THE MULCH AFTER INSTALLATION SHALL BE REMOVED.
 - a. IT IS UNDERSTOOD THAT MULCH QUALITY WILL VARY SIGNIFICANTLY FROM SUPPLIER TO SUPPLIER AND REGION TO REGION. THE ABOVE REQUIREMENTS MAY BE MODIFIED TO CONFORM TO THE SOURCE MATERIAL FROM LOCALLY RELIABLE SUPPLIERS AS APPROVED BY THE OWNER'S REPRESENTATIVE.
 - b. SUBMIT SUPPLIER'S PRODUCT SPECIFICATION DATA SHEET AND A ONE GALLON SAMPLE FOR APPROVAL.

I. TREE WRAP

1. SHALL NOT BE UTILIZED.

J. PRUNING

1. THE LANDSCAPE CONTRACTOR SHALL PRUNE PLANT MATERIAL WITHIN TWO (2) DAYS OF INSTALLATION IN ACCORDANCE WITH THE DETAILS AND AS DIRECTED BY THE OWNER'S REPRESENTATIVE.

K. FILL WITHIN PLANTING AREAS

1. SCARIFY OR BREAK UP INTERFACE OF EXISTING SOIL SURFACE IN AREAS WHERE ASPHALT OR CONCRETE WAS REMOVED. INSTALL CLEAN FILL IN COMPACTED LAYERS OF 8 INCHES TO THE REQUIRED ELEVATIONS. ALLOW FOR 4 INCHES OF TOPSOIL FINISHING.
2. PLACE SOIL FILL ON SUBGRADES FREE OF MUD, FROST, SNOW, OR ICE.

L. COMPOST

1. BLENDED AND GROUND LEAF, WOOD AND OTHER PLANT BASED MATERIAL, COMPOSTED FOR A MINIMUM OF 9 MONTHS AND AT TEMPERATURES SUFFICIENT TO BREAK DOWN ALL WOODY FIBERS, SEEDS AND LEAF STRUCTURES, FREE OF TOXIC MATERIAL AT LEVELS THAT ARE HARMFUL TO PLANTS OR HUMANS. SOURCE MATERIAL SHALL BE YARD WASTE TRIMMINGS BLENDED WITH OTHER PLANT OR MANURE BASED MATERIAL DESIGNED TO PRODUCE COMPOST HIGH IN FUNGAL MATERIAL.
 - a. COMPOST SHALL BE COMMERCIALY PREPARED COMPOST AND MEET US COMPOST COUNCIL STAT/MECC CRITERIA OR AS MODIFIED IN THIS SECTION FOR "COMPOST AS A LANDSCAPE BACKFILL MIX COMPONENT".
 - b. COMPOST SHALL COMPLY WITH THE FOLLOWING PARAMETERS:
 - b.1. PH: 5.5 - 8.0.
 - b.2. SOIL SALT (ELECTRICAL CONDUCTIVITY): MAXIMUM 5 DSM (MMHOS/CM).
 - b.3. MOISTURE CONTENT %, WET WEIGHT BASIS: 30 - 60.
 - b.4. PARTICLE SIZE, DRY WEIGHT BASIS: 98% PASS THROUGH 3/4 INCH SCREEN OR SMEAR.
 - b.5. STABILITY CARBON DIOXIDE EVOLUTION RATE: MG CO2-C/G OM/ DAY < 2.
 - b.6. SOLVITA MATURITY TEST: > 6.
 - b.7. PHYSICAL CONTAMINANTS (INERTS), %, DRY WEIGHT BASIS: <1%.
 - b.8. CHEMICAL CONTAMINANTS, MG/KG (PPM): MEET OR EXCEED US EPA CLASS A STANDARD, 40CFR § 503.13, TABLES 1 AND 3 LEVELS.
 - b.9. BIOLOGICAL CONTAMINANTS SELECT PATHOGENS FECAL COLIFORM BACTERIA, OR SALMONELLA, MEET OR EXCEED US EPA CLASS A STANDARD, 40 CFR § 503.32(a) LEVEL REQUIREMENTS.
2. PROVIDE A TWO GALLON SAMPLE WITH MANUFACTURER'S LITERATURE AND MATERIAL CERTIFICATION THAT THE PRODUCT MEETS THE REQUIREMENTS.

M. TOPSOIL

1. TOPSOIL TESTING SHALL BE COMPLETED FOR ALL LANDSCAPE AREAS CONCERNING THE FOLLOWING:
 - a. SOIL PH AND FERTILITY (OPTIMAL RANGE IS BETWEEN 6.0-7.0)
 - b. ORGANIC MATTER CONTENT (COMPOST) SHOULD BE ADDED TO THE TOPSOIL IN A 70:30 RATIO OF TOPSOIL TO COMPOST
 - c. SOIL COMPACTION (OPTIMAL IS <1.65 G/ CUBIC CM)
2. THE CONTACTOR WILL NEED TO SUBMIT THE TEST RESULTS ALONG WITH THE PROPOSED REMEDIATION TO THE ROYAL FARMS CONSTRUCTION MANAGER PRIOR TO THE INSTALLATION OF ANY PLANT MATERIAL.
 - a. TOPSOIL SHALL BE FREE OF STONES 1 INCH (25MM) OR LARGER IN ANY DIMENSION, AND OTHER EXTRANEANEOUS MATERIALS HARMFUL TO PLANT GROWTH.
3. TOPSOIL SOURCE: REUSE TOPSOIL STOCKPILED ON THE SITE. VERIFY SUITABILITY OF TOPSOIL TO MEET REQUIREMENTS AND AMEND WHEN NECESSARY. SUPPLEMENT WITH IMPORTED TOPSOIL WHEN QUANTITIES ARE INSUFFICIENT. CLEAN TOPSOIL OF ROOTS, PLANTS, SOD, STONES, CLAY LUMPS AND OTHER EXTRANEANEOUS MATERIALS HARMFUL TO PLANT GROWTH.
4. SPREAD TOPSOIL 4" MINIMUM DEPTH OVER ALL LANDSCAPE AND SEEDING AREAS. TOPSOIL SHALL BE USED FOR BACKFILL OF ALL PLANTING HOLES.

N. CLEAN-UP AND RESTORATION:

1. DURING THE COURSE OF PLANTING, EXCESS AND WASTE MATERIALS SHALL BE CONTINUOUSLY AND PROMPTLY REMOVED. LAWN AREAS KEPT CLEAR, AND ALL REASONABLE PRECAUTIONS TAKEN TO AVOID DAMAGE OF EXISTING LAWNS, PAVING, ETC.

2. THE LANDSCAPE CONTRACTOR SHALL RESTORE TO THEIR ORIGINAL CONDITION ALL PAVEMENTS, SODDED AND PLANTED AREAS, STRUCTURES AND SUBSTRUCTURES, NOT SPECIFICALLY PROVIDED FOR IN THE CONTRACT, WHICH ARE DISTURBED BY THE LANDSCAPE CONTRACTOR DURING PLANTING OPERATIONS. SUCH RESTORATION SHALL BE IN A MANNER SATISFACTORY TO THE OWNER'S REPRESENTATIVE AND AT NO ADDITIONAL COST TO THE OWNER.

O. WATER:

1. WATER FOR PLANTING AND MAINTENANCE PURPOSES WILL BE SUPPLIED BY THE LANDSCAPE CONTRACTOR TO THE REQUIRED LOCATIONS. THE LANDSCAPE CONTRACTOR SHALL WATER ALL PLANTS WITHIN 24 HOURS OF ARRIVAL ON THE PROJECT SITE. LANDSCAPE CONTRACTOR SHALL PROVIDE ALL EQUIPMENT NECESSARY TO TRANSPORT THE WATER FROM THE SOURCE ADEQUATELY AND AS OFTEN AS NECESSARY TO ENSURE PROPER PLANT GROWTH AND TO KEEP THE SOIL MOIST AND IN A CONDITION SATISFACTORY TO THE OWNER'S REPRESENTATIVE. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR WATERING ALL PLANTS AND SEEDING FROM THE TIME OF PLANTING UNTIL THE FINAL INSPECTION.

P. GUARANTEE / CONTRACTOR MAINTENANCE PERIOD

1. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR THE GUARANTEE OF ALL PLANTING AND SEEDING FOR ONE (1) YEAR AFTER INITIAL ACCEPTANCE. UPON WRITTEN REQUEST BY THE LANDSCAPE CONTRACTOR THE OWNER'S REPRESENTATIVE SHALL REVIEW THE PLANTING AND SEEDING FOR CONFORMANCE WITH THE PLANS AND SPECIFICATIONS. REVIEW FOR INITIAL ACCEPTANCE OF SEEDING SHALL ONLY OCCUR AFTER 85% OF THE SEED HAS GERMINATED AND PROVIDES A VISIBLE COVER. REVIEW OF THE PLANTING SHALL OCCUR ONLY WHEN ALL OF THE PLANTING IN A PROJECT SECTION IS COMPLETE. PLANTING AND SEEDING WHICH DIE OR ARE IN POOR CONDITION AFTER INITIAL ACCEPTANCE SHALL BE REPLACED ONCE BY THE LANDSCAPE CONTRACTOR AS PART OF THEIR ONE (1) YEAR GUARANTEE AND PRIOR TO FINAL ACCEPTANCE.

Q. FINAL ACCEPTANCE / INSPECTION:

1. THE OWNER'S REPRESENTATIVE SHALL MAKE A FINAL ACCEPTANCE INSPECTION UPON WRITTEN REQUEST BY THE LANDSCAPE CONTRACTOR, AND SHALL NOTIFY THE LANDSCAPE CONTRACTOR, IN WRITING, WHEN ALL WORK IS SATISFACTORILY COMPLETED. IF THE WORK IS NOT SATISFACTORILY COMPLETED, THE OWNER'S REPRESENTATIVE WILL NOTIFY THE LANDSCAPE CONTRACTOR, IN WRITING, AS TO THE DEFICIENCIES IN THE WORK AND THE NECESSARY CORRECTIVE MEASURES. A REASONABLE AMOUNT OF TIME WILL BE GIVEN FOR LANDSCAPE CONTRACTOR TO ADDRESS DEFICIENCIES DEFINED BY OWNER'S REPRESENTATIVE, AND ANOTHER FINAL ACCEPTANCE INSPECTION WILL BE SCHEDULED BY THE OWNER'S REPRESENTATIVE UPON WRITTEN REQUEST BY THE LANDSCAPE CONTRACTOR. UPON FINAL ACCEPTANCE, THE LANDSCAPING AND SEEDING SHALL BE THE RESPONSIBILITY OF THE OWNER.

TURFGRASS SEEDING SPECIFICATIONS

A. DESCRIPTION

1. THE CONTRACTOR SHALL FURNISH AND INSTALL ALL PLANT MATERIALS, LABOR AND OTHER MATERIALS NECESSARY TO COMPLETE THE WORK AS SHOWN ON THE PLANS AND DETAILS.

B. MATERIALS

1. GRASS SEED: FRESH, CLEAN, DRY, NEW-CROP SEED COMPLYING WITH AOSA'S "JOURNAL OF SEED TECHNOLOGY; RULES FOR TESTING SEEDS" FOR PURITY AND GERMINATION TOLERANCES.
2. SEED SPECIES: STATE-CERTIFIED SEED OF GRASS SPECIES AS FOLLOWS:
 - a. REBEL IV TURF-TYPE TALL FESCUE - 95%
 - b. MIDNIGHT KENTUCKY BLUEGRASS - 5%

C. SUBSTITUTIONS

1. ALLOWABLE CULTIVAR SUBSTITUTIONS SHALL BE CHOSEN FROM THE UNIVERSITY OF MARYLAND TURFGRASS TECHNICAL UPDATE TT-77 (JULY 2016) PROVEN CULTIVAR LISTS, OR MOST CURRENT DATE.

2. THE OWNER OR OWNER'S REPRESENTATIVE MAY SELECT A REASONABLE ALTERNATIVE.

D. SEED SOURCES AND QUANTITY

1. THE LANDSCAPE CONTRACTOR SHALL, AT LEAST TEN (10) DAYS BEFORE BEGINNING SEEDING OPERATIONS, SUBMIT A LIST OF SEED SOURCES GIVING THE SUPPLIER NAME, ADDRESS AND PHONE NUMBER FOR EACH SEED REQUIRED ON THE JOB.
2. THE TOTAL SQUARE FOOTAGE OF SEED IS SHOWN ON THE LANDSCAPE PLAN. IF THIS TOTAL DIFFERS FROM THE PLANTING/SEEDING SCHEDULE, THE LANDSCAPE CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE BEFORE BIDDING.

E. PREPARATION:

1. LIMIT TURF SUBGRADE PREPARATION TO AREAS TO BE PLANTED.
2. NEWLY GRADED SUBGRADES: LOOSEN SUBGRADE TO A MINIMUM DEPTH OF 4 INCHES. REMOVE STONES LARGER THAN 1 INCH IN ANY DIMENSION AND STICKS, ROOTS, RUBBISH, AND OTHER EXTRANEANEOUS MATTER AND LEGALLY DISPOSE OF THEM OFF OWNER'S PROPERTY.
 - a. APPLY SUPERPHOSPHATE FERTILIZER DIRECTLY TO SUBGRADE BEFORE LOOSENING.
 - b. SPREAD TOPSOIL, APPLY SOIL AMENDMENTS AND FERTILIZER ON SURFACE, AND THOROUGHLY BLEND PLANTING SOIL.
 - b.1. DELAY MIXING FERTILIZER WITH PLANTING SOIL IF PLANTING WILL NOT PROCEED WITHIN A FEW DAYS.
 - b.2. MIX LIME WITH DRY SOIL BEFORE MIXING FERTILIZER.
 - c. SPREAD PLANTING SOIL TO A DEPTH OF 4 INCHES BUT NOT LESS THAN REQUIRED TO MEET FINISH GRADES AFTER LIGHT ROLLING AND NATURAL SETTLEMENT. DO NOT SPREAD IF PLANTING SOIL OR SUBGRADE IS FROZEN, MUDDY, OR EXCESSIVELY WET.
 - c.1. SPREAD APPROXIMATELY 1/2 THE THICKNESS OF PLANTING SOIL OVER LOOSENED SUBGRADE. MIX THOROUGHLY INTO TOP 2 INCHES OF SUBGRADE. SPREAD REMAINDER OF PLANTING SOIL.
3. UNCHANGED SUBGRADES: IF TURF IS TO BE PLANTED IN AREAS UNALTERED OR UNDISTURBED BY EXCAVATING, GRADING, OR SURFACE-SOIL STRIPPING OPERATIONS, PREPARE SURFACE SOIL AS FOLLOWS:
 - a. REMOVE EXISTING GRASS, VEGETATION, AND TURF. DO NOT MIX INTO SURFACE SOIL.
 - b. LOOSEN SURFACE SOIL TO A DEPTH OF AT LEAST 8 INCHES. APPLY SOIL AMENDMENTS AND FERTILIZERS ACCORDING TO PLANTING SOIL MIX PROPORTIONS AND MIX THOROUGHLY INTO TOP 4 INCHES OF SOIL. TILL SOIL TO A HOMOGENEOUS MIXTURE OF FINE TEXTURE.
 - b.1. APPLY SUPERPHOSPHATE FERTILIZER DIRECTLY TO SURFACE SOIL BEFORE LOOSENING.
 - c. REMOVE STONES LARGER THAN 1 INCH IN ANY DIMENSION AND STICKS, ROOTS, TRASH, AND OTHER EXTRANEANEOUS MATTER.
 - d. LEGALLY DISPOSE OF WASTE MATERIAL, INCLUDING GRASS, VEGETATION, AND TURF, OFF OWNER'S PROPERTY.
4. FINISH GRADING: GRADE PLANTING AREAS TO A SMOOTH, UNIFORM SURFACE PLANE WITH LOOSE, UNIFORM FINE TEXTURE. GRADE TO WITHIN PLUS OR MINUS 1/2 INCH OF FINISH ELEVATION. ROLL AND RAKE, REMOVE RIDGES, AND FILL DEPRESSIONS TO MEET FINISH GRADES. LIMIT FINISH GRADING TO AREAS THAT CAN BE PLANTED IN THE IMMEDIATE FUTURE.
5. MOISTEN PREPARED AREA BEFORE PLANTING IF SOIL IS DRY. WATER THOROUGHLY AND ALLOW SURFACE TO DRY BEFORE PLANTING. DO NOT CREATE MUDDY SOIL.
6. BEFORE PLANTING, OBTAIN ARCHITECT'S ACCEPTANCE OF FINISH GRADING. RESTORE PLANTING AREAS IF ERODED OR OTHERWISE DISTURBED AFTER FINISH GRADING.

F. HYDROSEED:

1. HYDROSEEDING: MIX SPECIFIED SEED, FERTILIZER, AND FIBER MULCH IN WATER, USING EQUIPMENT SPECIFICALLY DESIGNED FOR HYDROSEED APPLICATION. CONTINUE MIXING UNTIL UNIFORMLY BLENDED INTO HOMOGENEOUS SLURRY SUITABLE FOR HYDRAULIC APPLICATION.
 - a. MIX SLURRY WITH NONASPHALTIC FIBER-MULCH TACKIFIER PER MANUFACTURER'S RECOMMENDATIONS.
 - b. APPLY SLURRY UNIFORMLY TO ALL AREAS TO BE SEEDDED IN A ONE-STEP PROCESS.

PROCESS. APPLY SLURRY AT A RATE SO THAT MULCH COMPONENT IS DEPOSITED AT NOT LESS THAN 1500-LB/ACRE DRY WEIGHT, AND SEED COMPONENT IS DEPOSITED AT NOT LESS THAN THE SPECIFIED SEED-SOWING RATE.

G. CLEAN-UP AND RESTORATION:

1. DURING THE COURSE OF PLANTING, EXCESS AND WASTE MATERIALS SHALL BE CONTINUOUSLY AND PROMPTLY REMOVED. LAWN AREAS KEPT CLEAR, AND ALL REASONABLE PRECAUTIONS TAKEN TO AVOID DAMAGE OF EXISTING LAWNS, PAVING, ETC.
2. THE LANDSCAPE CONTRACTOR SHALL RESTORE TO THEIR ORIGINAL CONDITION ALL PAVEMENTS, SEEDDED AND PLANTED AREAS, STRUCTURES AND SUBSTRUCTURES, NOT SPECIFICALLY PROVIDED FOR IN THE CONTRACT, WHICH ARE DISTURBED BY THE LANDSCAPE CONTRACTOR DURING PLANTING OPERATIONS. SUCH RESTORATION SHALL BE IN A MANNER SATISFACTORY TO THE OWNER'S REPRESENTATIVE AND AT NO ADDITIONAL COST TO THE OWNER.

H. MAINTENANCE:

1. MAINTAIN AND ESTABLISH TURF BY WATERING, FERTILIZING, WEEDING, MOWING, TRIMMING, REPLANTING, AND PERFORMING OTHER OPERATIONS AS REQUIRED TO ESTABLISH HEALTHY, VIABLE TURF. ROLL, REGRADE, AND REPLANT BARE OR ERODED AREAS AND REMULCH TO PRODUCE A UNIFORMLY SMOOTH TURF. PROVIDE MATERIALS AND INSTALLATION THE SAME AS THOSE USED IN THE ORIGINAL INSTALLATION.
 - a. FILL IN AS NECESSARY SOIL SUBSIDENCE THAT MAY OCCUR BECAUSE OF SETTLING OR OTHER PROCESSES. REPLACE MATERIALS AND TURF DAMAGED OR LOST IN AREAS OF SUBSIDENCE.
 - b. IN AREAS WHERE MULCH HAS BEEN DISTURBED BY WIND OR MAINTENANCE OPERATIONS, ADD NEW MULCH AND ANCHOR AS REQUIRED TO PREVENT DISPLACEMENT.
 - c. APPLY TREATMENTS AS REQUIRED TO KEEP TURF AND SOIL FREE OF PESTS AND PATHOGENS OR DISEASE. USE INTEGRATED PEST MANAGEMENT PRACTICES WHENEVER POSSIBLE TO MINIMIZE THE USE OF PESTICIDES AND REDUCE HAZARDS.
2. WATERING: INSTALL AND MAINTAIN TEMPORARY PIPING, HOSES, AND TURF-WATERING EQUIPMENT TO CONVEY WATER FROM SOURCES AND TO KEEP TURF UNIFORMLY MOIST TO A DEPTH OF 4 INCHES.
 - a. SCHEDULE WATERING TO PREVENT WILTING, PUDDLING, EROSION, AND DISPLACEMENT OF SEED OR MULCH. LAY OUT TEMPORARY WATERING SYSTEM TO AVOID WALKING OVER MUDDY OR NEWLY PLANTED AREAS.
 - b. WATER TURF WITH FINE SPRAY AT A MINIMUM RATE OF 1 INCH PER WEEK UNLESS RAINFALL PRECIPITATION IS ADEQUATE.
3. MOW TURF AS SOON AS TOP GROWTH IS TALL ENOUGH TO CUT. REPEAT MOWING TO MAINTAIN SPECIFIED HEIGHT WITHOUT CUTTING MORE THAN 1/3 OF GRASS HEIGHT. REMOVE NO MORE THAN 1/3 OF GRASS/LEAF GROWTH IN INITIAL OR SUBSEQUENT MOWINGS. DO NOT DELAY MOWING UNTIL GRASS BLADES BEND OVER AND BECOME MATTED. DO NOT MOW WHEN GRASS IS WET. SCHEDULE INITIAL AND SUBSEQUENT MOWINGS TO MAINTAIN THE FOLLOWING GRASS HEIGHT:
 - a. MOW TURF-TYPE TALL FESCUE TO A HEIGHT OF 2 TO 3 INCHES.
4. TURF POSTFERTILIZATION: APPLY FERTILIZER AFTER INITIAL MOWING AND WHEN GRASS IS DRY.
 - a. USE FERTILIZER THAT WILL PROVIDE ACTUAL NITROGEN OF AT LEAST 1 LB/1000 SQ. FT. TO TURF AREA.



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ROYAL FARMS - GREENBELT
FORMERLY CAPITOL CADILLAC
PRINCE GEORGES COUNTY
GREENBELT, MARYLAND 20770

SEAL

KEY PLAN

SCALE

AS SHOWN

No.	DATE	BY	Description		

REVISIONS

DRAWN BY	RW / GRW
APPROVED BY	JMC
CHECKED BY	GRW
DATE	JUNE 2019

TITLE

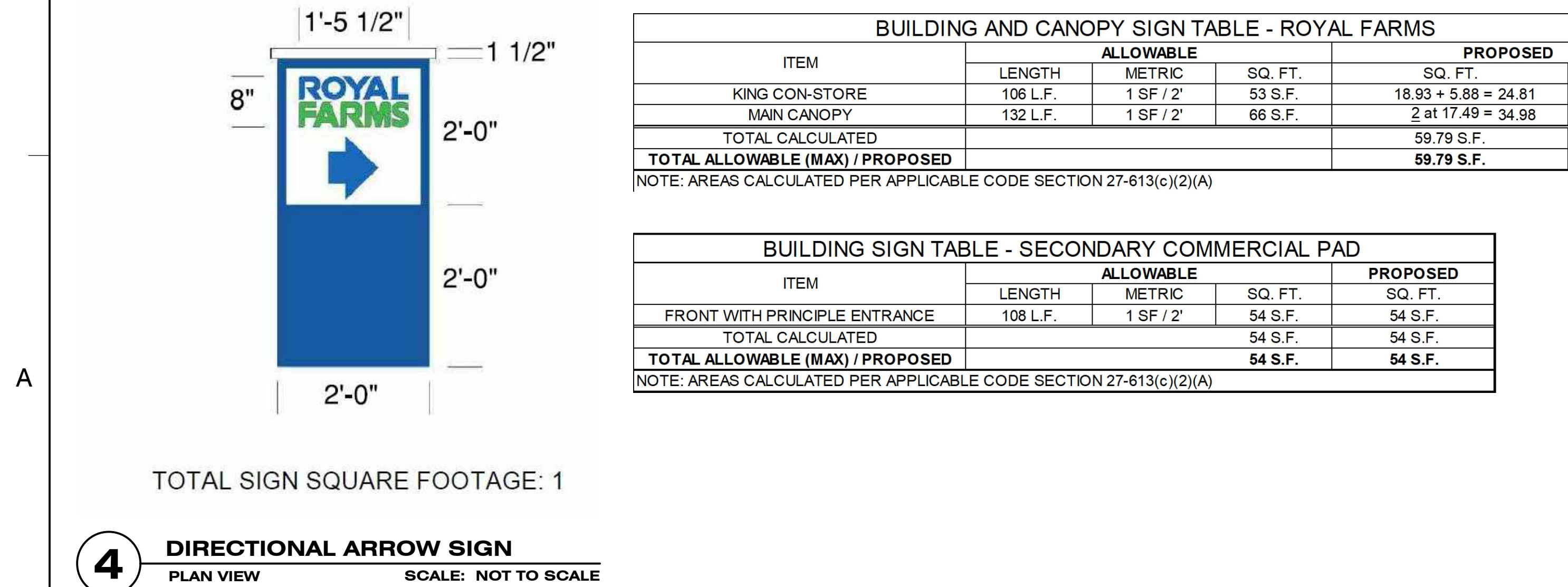
DSP-19045
LANDSCAPE DETAILS

PROJECT NO. 50114074

7

SHEET NO.

7 OF 14



BUILDING SIGN TABLE - SECONDARY COMMERCIAL PAD				
ITEM	ALLOWABLE			PROPOSED
	LENGTH	METRIC	SQ. FT.	SQ. FT.
FRONT WITH PRINCIPLE ENTRANCE	108 L.F.	1 SF / 2'	54 S.F.	54 S.F.
TOTAL CALCULATED			54 S.F.	54 S.F.
TOTAL ALLOWABLE (MAX) / PROPOSED			54 S.F.	54 S.F.

NOTE: AREAS CALCULATED PER APPLICABLE CODE SECTION 27-613(c)(2)(A)

FREESTANDING SIGN TABLE - CAPITOL DRIVE		
1	LINEAR FEET ALONG CAPITOL DRIVE	150 L.F.
	TOTAL LINEAR FEET OF STREET FRONTAGE	150 L.F.
2.	TOTAL CALCULATED SIGN AREA (1 SF / 8 L.F. OF FRONTAGE)	18.7 S.F.
	TOTAL ALLOWABLE SIGN AREA (MAX)	18.7 S.F.
3.	PROPOSED SIGN AREA	
	COMMERCIAL BUILDING SIGN	18.7 S.F.
	TOTAL PROPOSED SIGN AREA	18.7 S.F.
4.	MAX ALLOWABLE SIGN HEIGHT	8'
5.	PROPOSED SIGN HEIGHT	8'

NOTE: AREAS CALCULATED PER APPLICABLE CODE SECTION 27-614(c)(2)

DETAILS SHOWN HEREON WERE PREPARED BY RATCLIFF ARCHITECTS AND ARE FOR ILLUSTRATION/ENTITLEMENT PURPOSES ONLY. REFERENCE TO ARCHITECTURAL PLANS FOR CONSTRUCTION INFORMATION.

1. SHOP DRAWINGS SHALL BE SUPPLIED AT TIME OF PERMIT APPLICATION AND PRIOR TO PERMIT ISSUANCE TO THE REVIEWING AND APPROVING AGENCY.
2. ALL DETAILS SHOWN HEREON THESE PLANS SHALL BE BUILT TO MANUFACTURERS/ARCHITECTS SPECIFICATIONS.
3. EQUIVALENT SUBSTITUTIONS FOR DETAILS PROVIDED IN THESE PLANS SHALL BE PERMITTED WHEN APPROVED BY THE OWNER/OWNERS REPRESENTATIVE, DEWBERRY, ARCHITECT, AND MNCPCC.
4. REFERENCE TO ARCHITECTURAL PLANS FOR CONSTRUCTION INFORMATION.

NOTE FOR LOCATION OF UTILITIES CALL 8-1-1 OR 1-800-257-7777 OR LOG ON TO www.call811.com http://www.missutility.net 48 HOURS IN ADVANCE OF ANY WORK IN THIS VICINITY INFORMATION CONCERNING UNDERGROUND UTILITIES WAS OBTAINED FROM AVAILABLE RECORDS BUT THE CONTRACTOR MUST DETERMINE THE EXACT LOCATION AND ELEVATION OF THE LINES BY DIGGING TEST PITS BY HAND AT ALL UTILITY CROSSINGS WELL IN ADVANCE OF THE START OF EXCAVATION.	THIS BLOCK IS FOR OFFICIAL USE ONLY GR label certifies that this plan meets conditions of final approval by the Planning Board, its designee or the District Council. M-NCPPC APPROVAL PROJECT NAME: Royal Farms - Greenbelt PROJECT NUMBER: DSP-19045 For Conditions of Approval see Site Plan Cover Sheet or Approval Sheet Revision numbers must be included in the Project Number
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RF GREENBELT RE LLC
c/o KLINE SCOTT VISCO
117 W PATRICK STREET, STE 200
FREDERICK, MD 21701
CONTACT: ED SCOTT

SEAL

KEY PLAN

SCALE

AS SHOWN

No.	DATE	BY	Description

No.	DATE	BY	Description
-----	------	----	-------------

REVISIONS

DRAWN BY

APPROVED

CHECKED BY _____

DATE _____

TITLE

DSP-19045

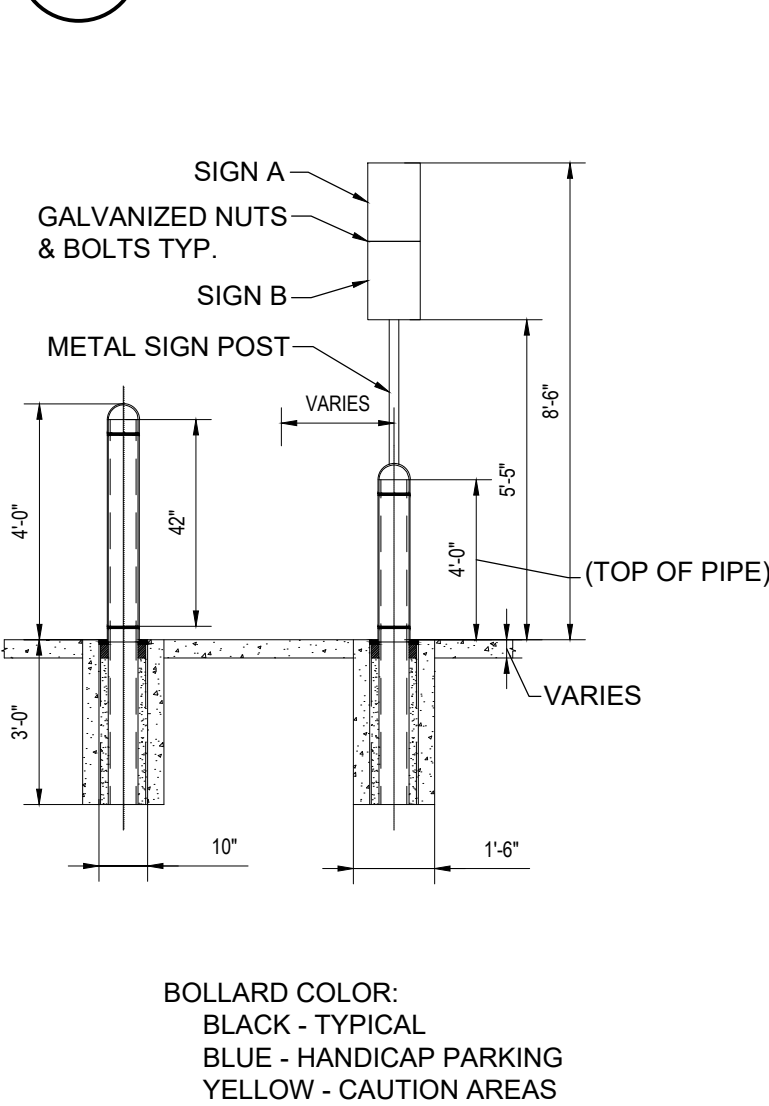
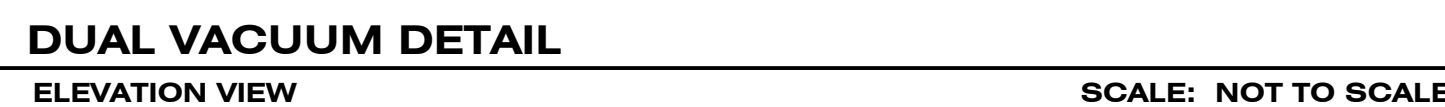
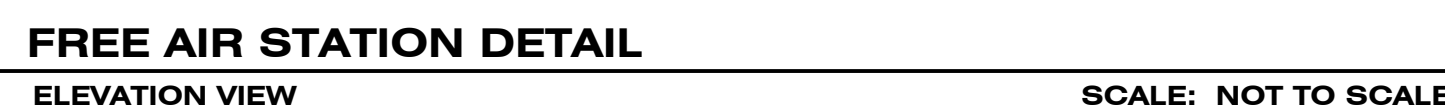
DETAIL SHEET
SITE FEATURES 1

PROJECT NO. 50114074

10

SHEET NO.

10 OF 14



NOTE
FOR LOCATION OF UTILITIES CALL
8-1-1 OR 1-800-257-7777
OR LOG ON TO
www.call811.com
<http://www.missutility.net>
48 HOURS IN ADVANCE OF ANY WORK
IN THIS VICINITY

INFORMATION CONCERNING UNDERGROUND UTILITIES WAS OBTAINED FROM AVAILABLE RECORDS BUT THE CONTRACTOR MUST DETERMINE THE EXACT LOCATION AND ELEVATION OF THE MAINS BY DIGGING TEST PITS BY HAND AT ALL UTILITY CROSSINGS WELL IN ADVANCE OF THE START OF EXCAVATION.

**THIS BLOCK IS FOR
OFFICIAL USE ONLY**

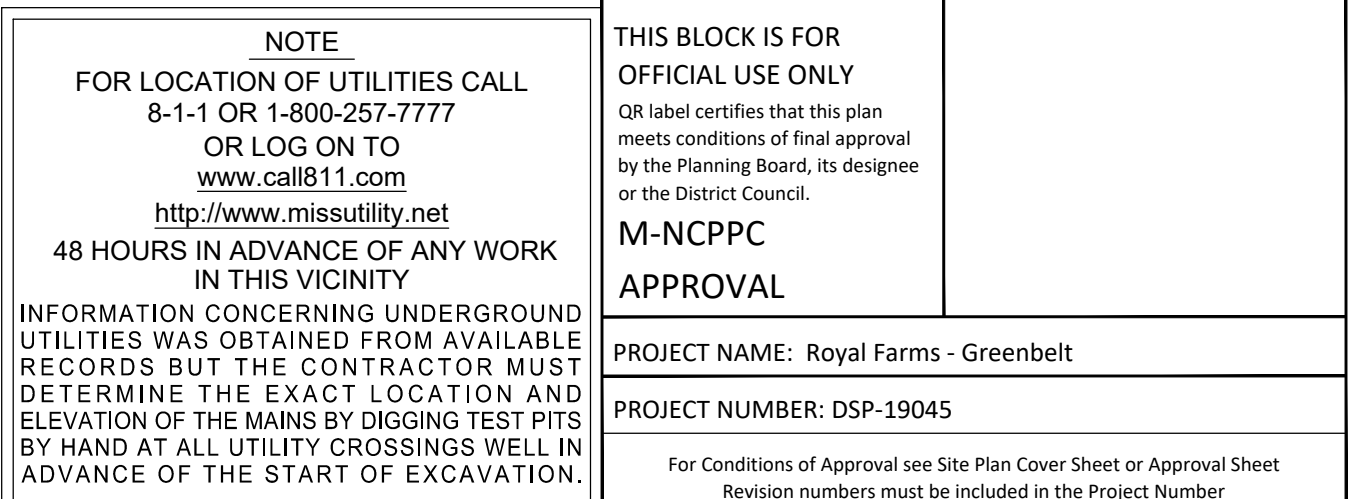
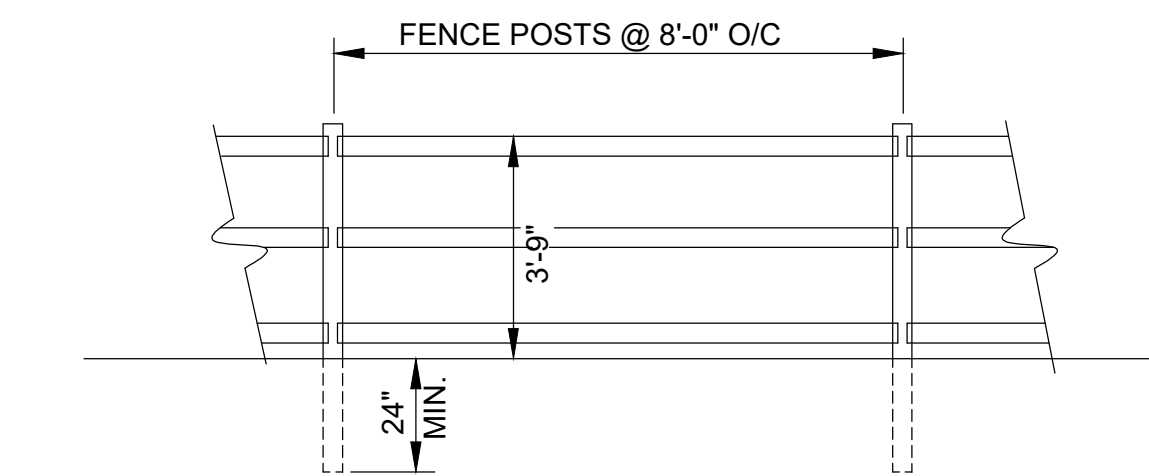
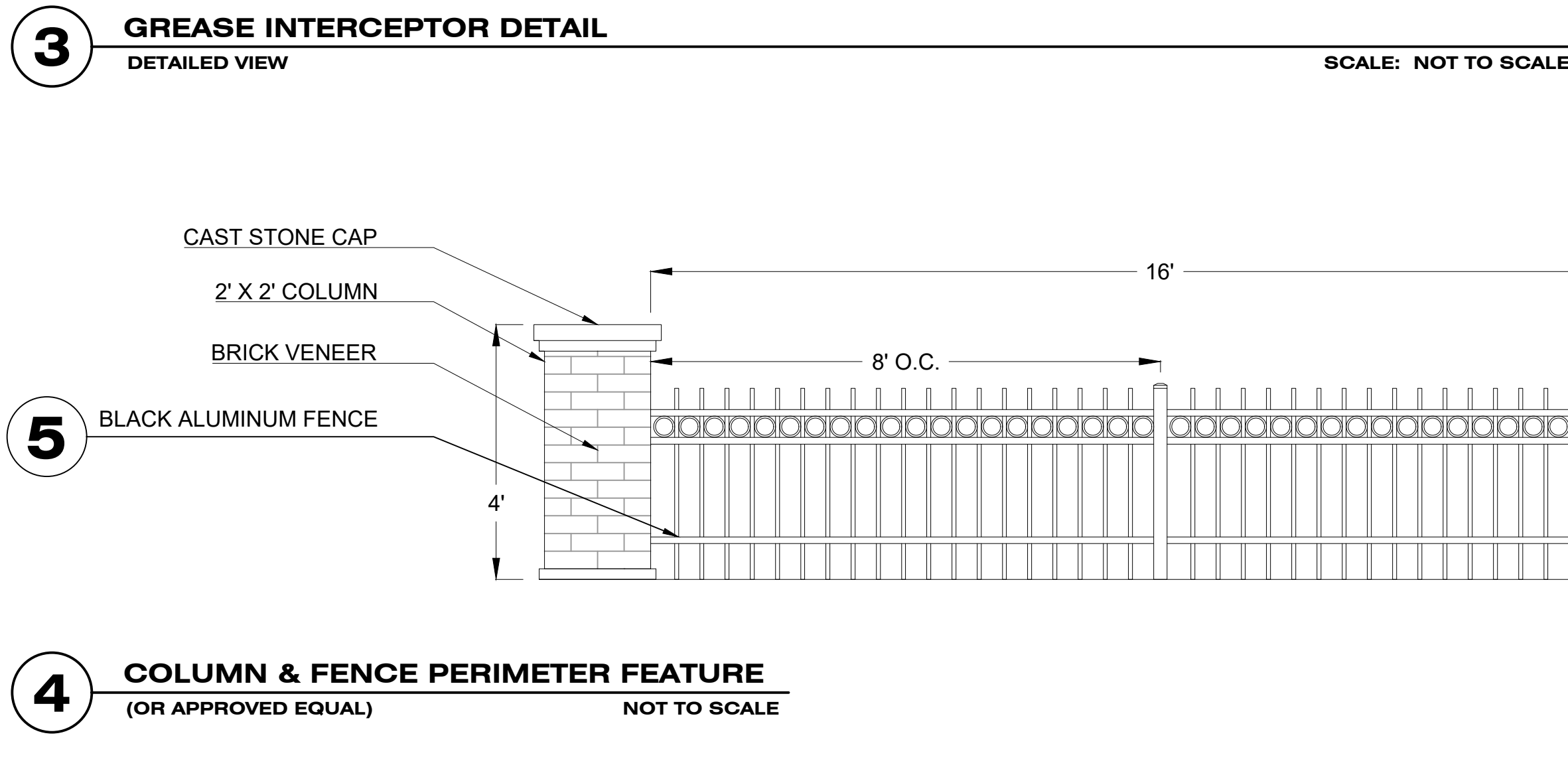
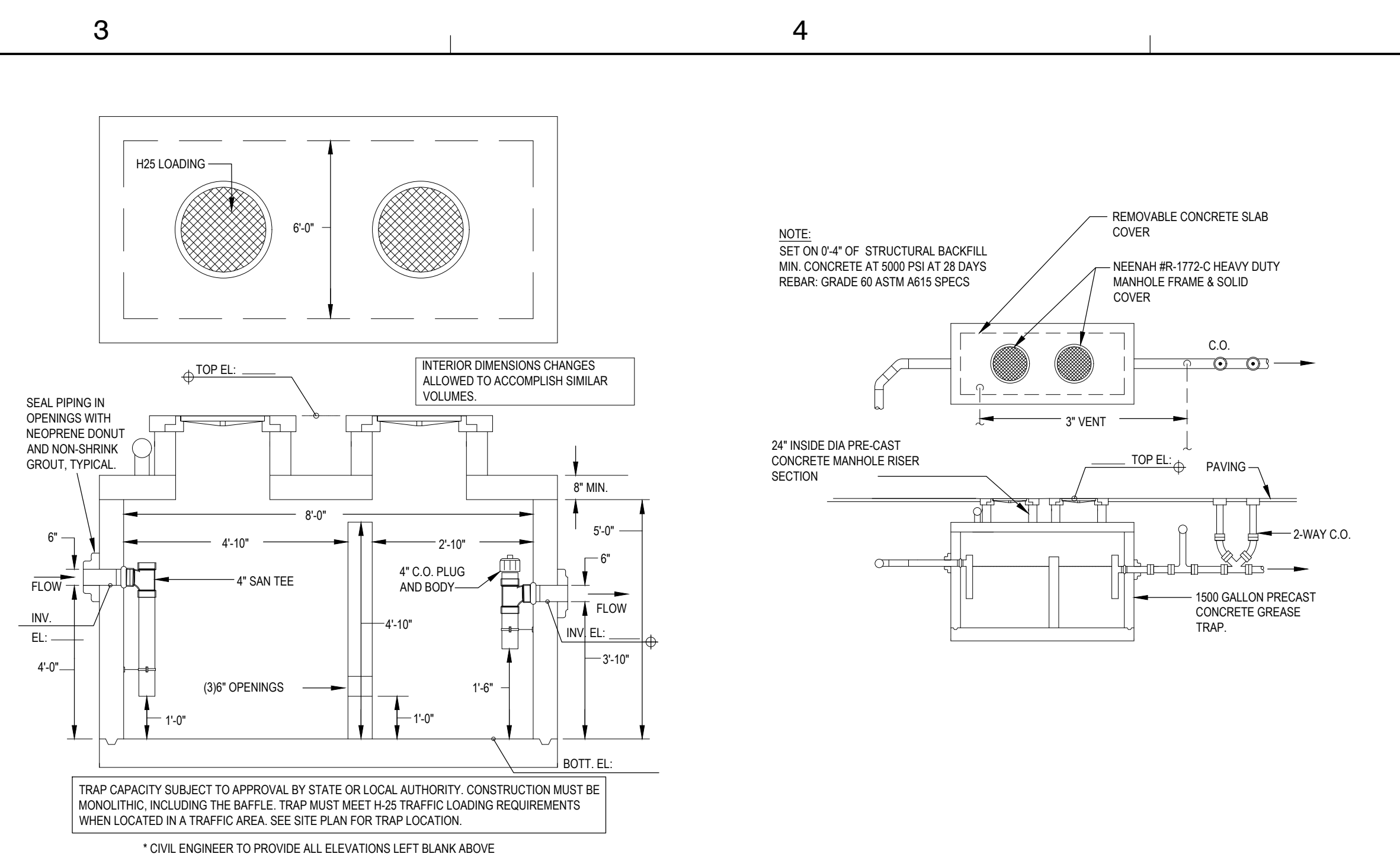
QR label certifies that this plan meets conditions of final approval by the Planning Board, its designee or the District Council.

M-NCPPC
APPROVAL

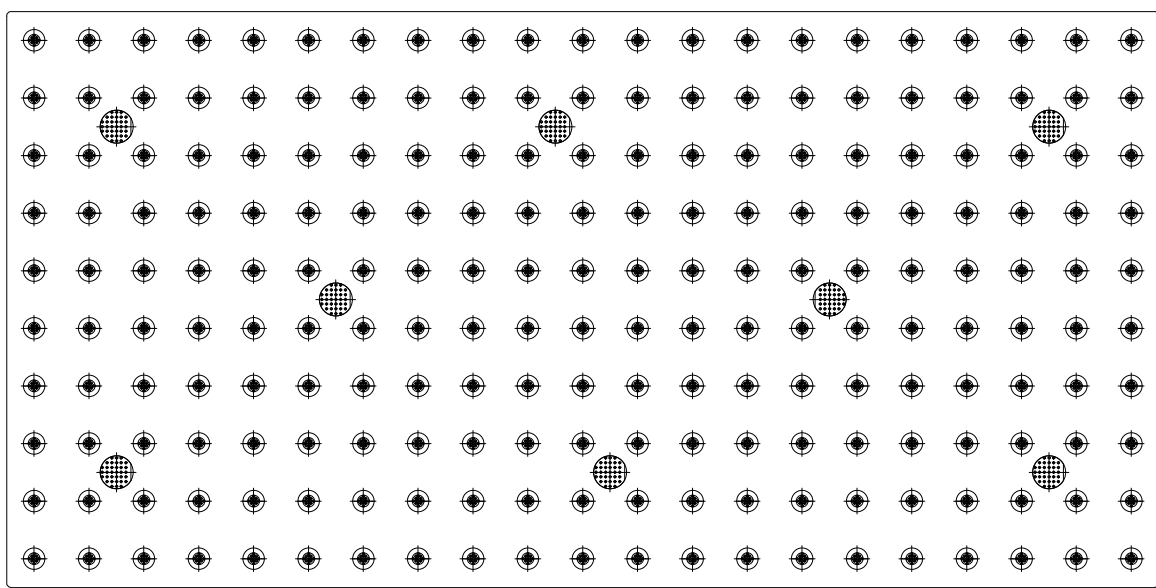
PROJECT NAME: Royal Farms - Greenbelt

PROJECT NUMBER: DSP-19045

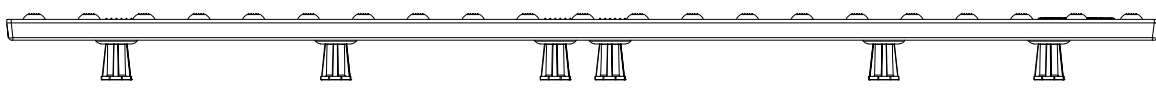
For Conditions of Approval see Site Plan Cover Sheet or Approval Sheet
Revision numbers must be included in the Project Number



E



TOP OF PANEL



ELEVATION

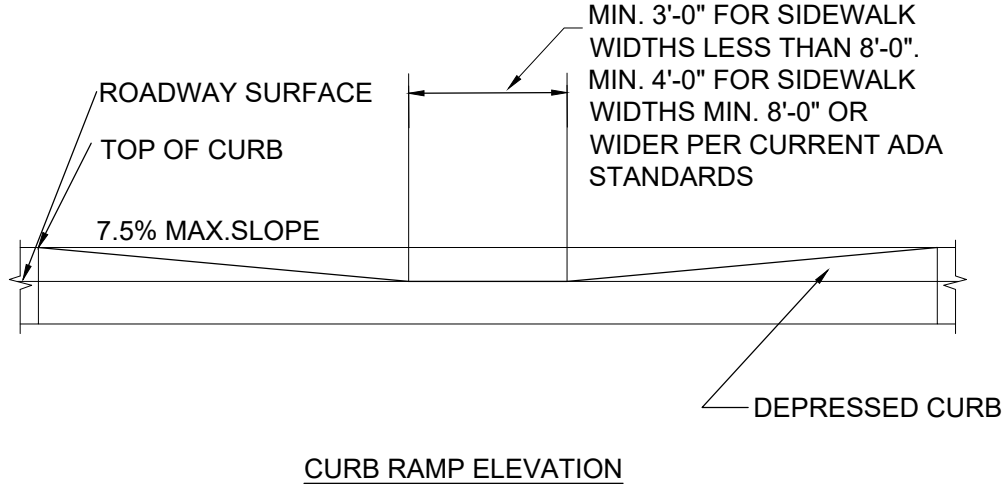
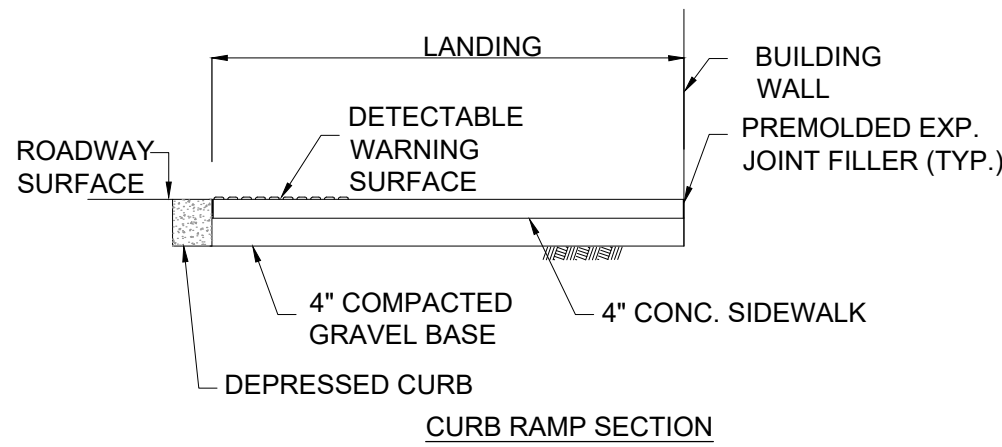
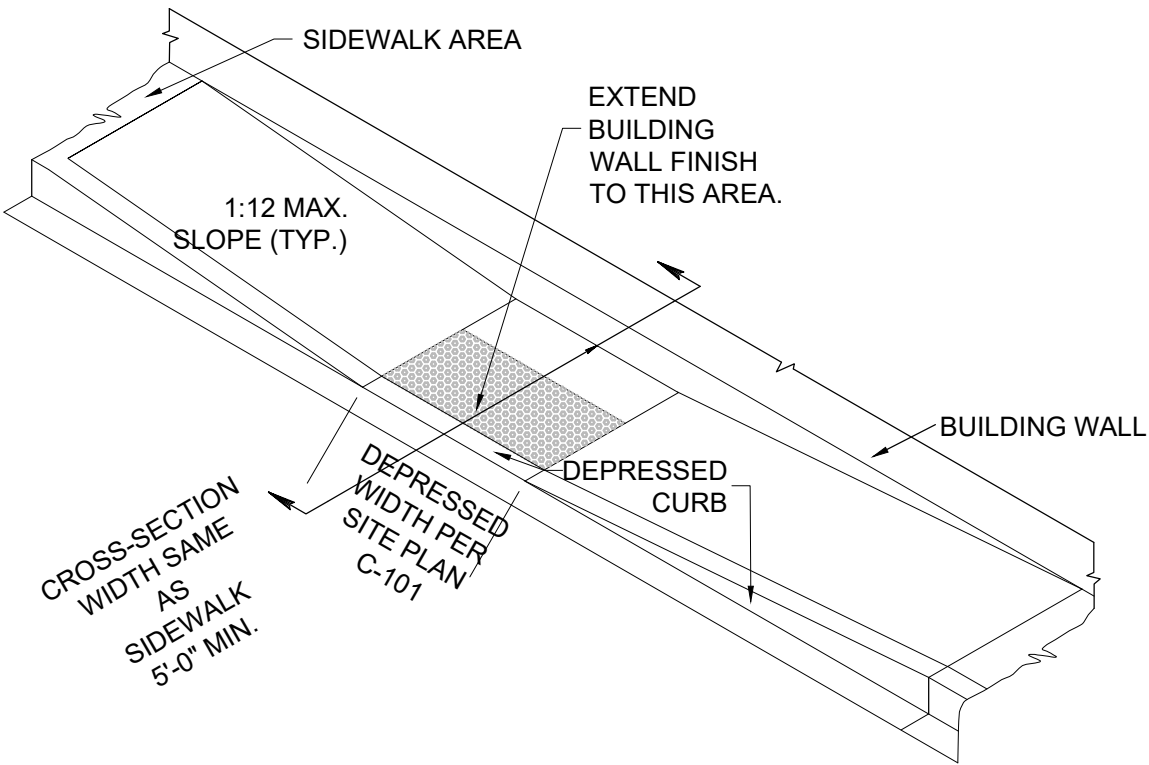
NOTE:
1. DETECTABLE WARNING SURFACE TO BE COLOR "BRICK RED"
2. DETECTABLE WARNING STRIP SHALL BE "CAST IN PLACE" TYPE

CURB RAMP DIMENSIONS NEW CONSTRUCTION				
*RISE OF RAMP	MAX. RAMP SLOPE	NOMINAL RAMP LENGTH (1 : 12)	SIDE FLARE DIMENSION AT CURB (1 : 10)	SIDE FLARE DIMENSION AT CURB (1 : 12)
3"	1 : 12	3.0 FT.	2.5 FT.	3.0 FT.
4"	1 : 12	4.0 FT.	3.3 FT.	4.0 FT.
5"	1 : 12	5.0 FT.	4.2 FT.	5.0 FT.
6"	1 : 12	6.0 FT.	5.0 FT.	6.0 FT.
7"	1 : 12	7.0 FT.	5.8 FT.	7.0 FT.
8"	1 : 12	8.0 FT.	6.7 FT.	8.0 FT.
9"	1 : 12	9.0 FT.	7.5 FT.	9.0 FT.
10"	1 : 12	10.0 FT.	8.4 FT.	10.0 FT.
11"	1 : 12	11.0 FT.	9.2 FT.	11.0 FT.
12"	1 : 12	12.0 FT.	10.0 FT.	12.0 FT.

CURB RAMP DIMENSIONS EXISTING CONDITION				
*MAX. RISE OF RAMP	MAX. RAMP SLOPE	NOMINAL RAMP LENGTH	SIDE FLARE DIMENSION AT CURB (1 : 10)	SIDE FLARE DIMENSION AT CURB (1 : 12)
3"	1 : 8	2.0 FT.	2.5 FT.	3.0 FT.
4"	1 : 10	3.3 FT.	3.3 FT.	4.0 FT.
5"	1 : 10	4.2 FT.	4.2 FT.	5.0 FT.
6"	1 : 10	5.0 FT.	5.0 FT.	6.0 FT.

* CURB HEIGHT PLUS RISE OF SIDEWALK CROSS SLOPE
** USE ONLY WHEN SPACE LIMITATIONS PROHIBIT THE CONSTRUCTION OF 1 : 12 OR FLATTER SLOPES.

- NOTES:
1. ALL CONCRETE CURBS AND SIDEWALKS TO BE 4,000 P.S.I. CONCRETE.
2. PROVIDE EXPANSION JOINT MATERIAL WHERE CURB RAMP ADJOINS ANY RIGID PAVEMENT, SIDEWALK OR STRUCTURE WITH THE TOP OF JOINT FILLER PLUS SEALANT FLUSH WITH ADJACENT CONCRETE SURFACE.
3. SEAL JOINTS WITH AN APPROVED SEALING MATERIAL.
4. PROVIDE SLIP RESISTANT TEXTURE ON CURB RAMP BY COARSE BROOMING TRANSVERSE TO THE SLOPE OF THE RAMP. EXTEND TEXTURE THE FULL WIDTH AND LENGTH OF THE CURB RAMP INCLUDING FLARED SIDE RAMPS.
5. CURB RAMP AND SIDE FLARE LENGTHS ARE VARIABLE AND BASED ON CURB HEIGHT AND THE SIDEWALK PITCH. SEE TABLE A FOR TYPICAL RAMP DIMENSIONS.
6. WHENEVER POSSIBLE, CONSTRUCT THE TRANSITION SLOPE FROM THE CURB RAMP AND FLARE SIDES TO ADJOINING SURFACES WITH A GRADUAL CURVE RATHER THAN AN ABRUPT ANGLE.
7. DETECTABLE WARNING SURFACE COLOR TO BE : "BRICK RED"



2 PERIMETER CURB RAMP DETAIL

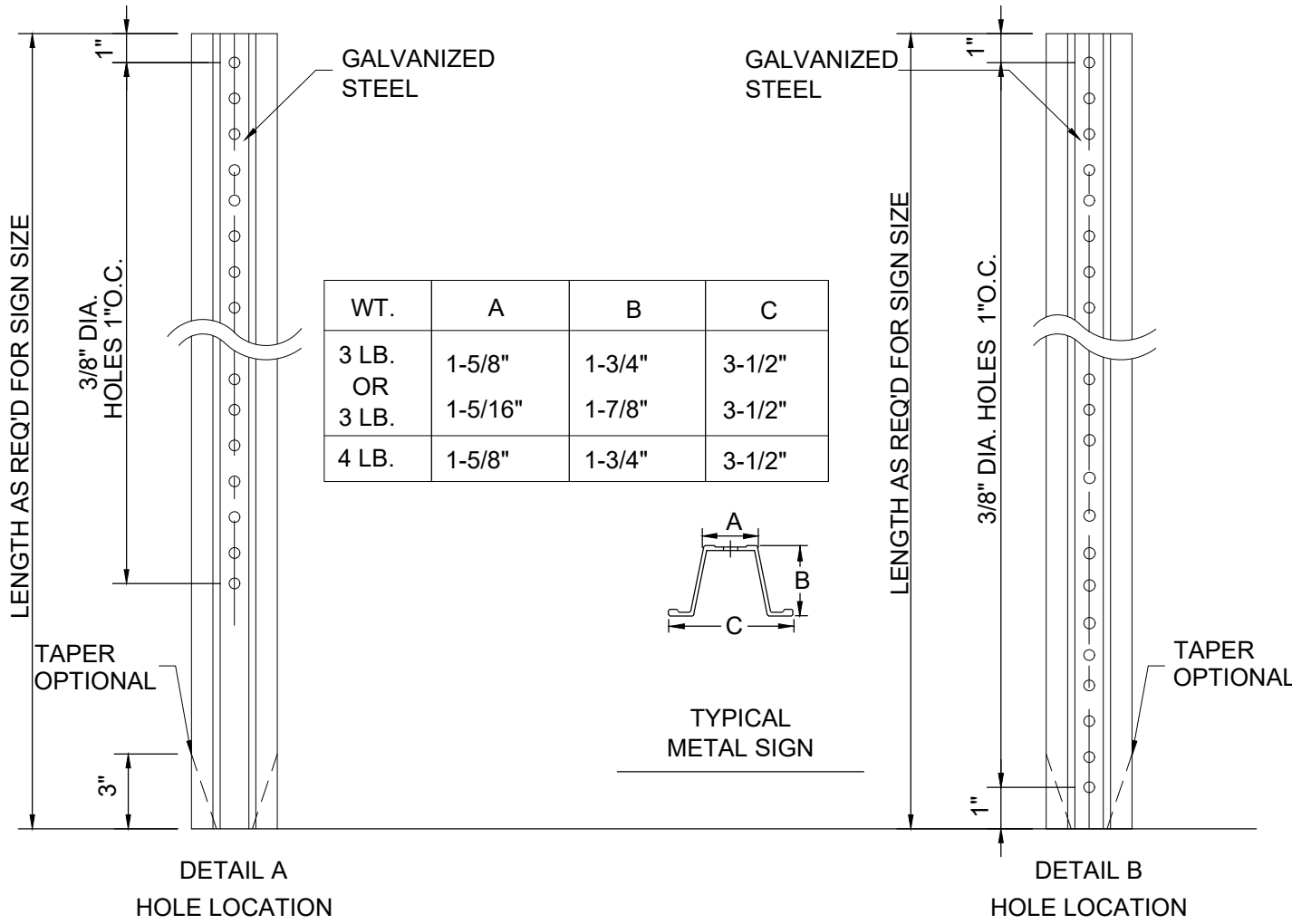
PLAN VIEW

SCALE: NOT TO SCALE

4 TYPICAL METAL SIGN POST DETAIL

DETAIL VIEW

SCALE: NOT TO SCALE

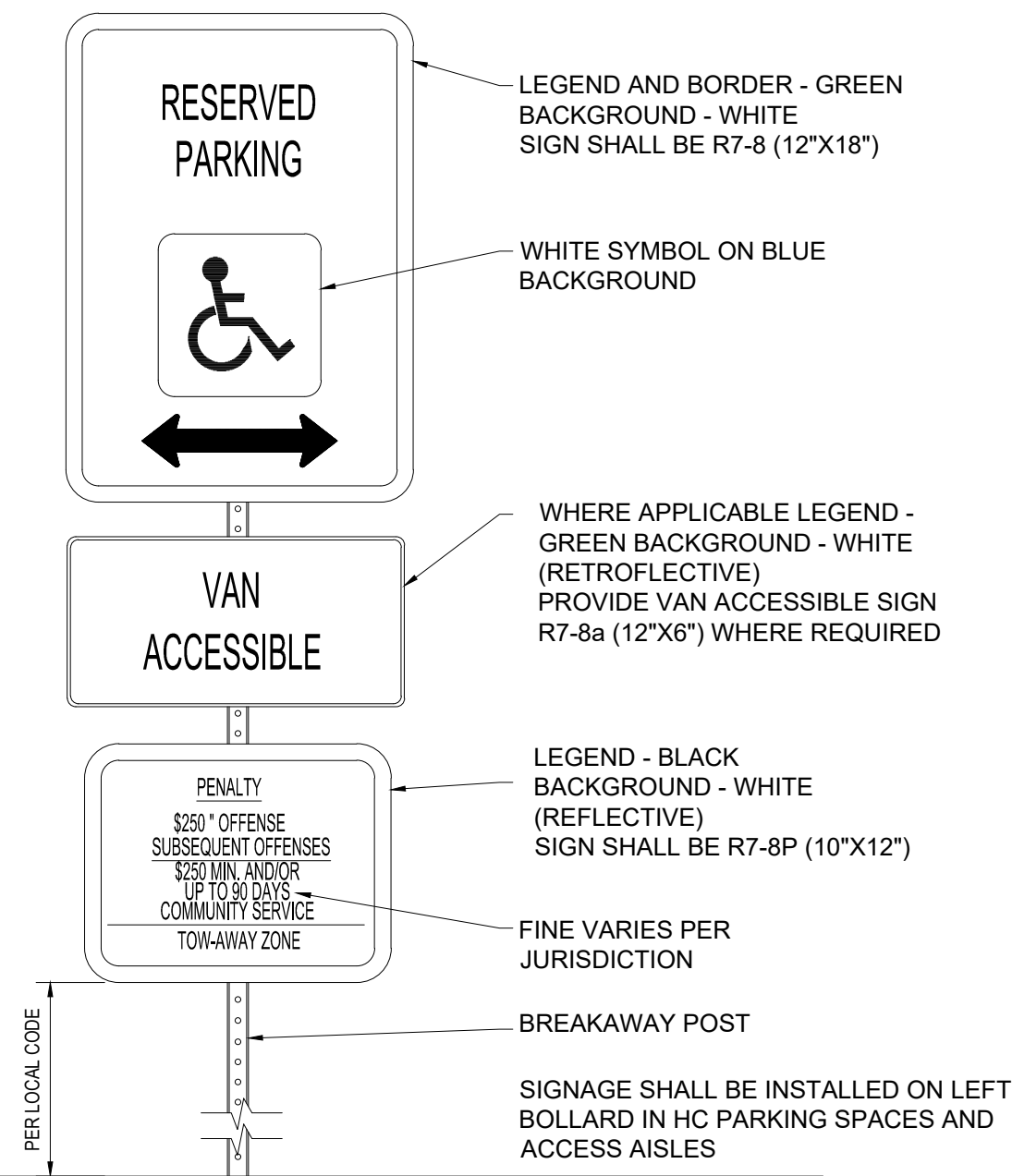


NOTES:
1. STEEL FOR POSTS SHALL CONFORM TO THE MECHANICAL REQUIREMENTS OF ASTM A 499-81 GRADE 60 AND TO THE CHEMICAL REQUIREMENTS OF ASTM A1-76 CARBON STEEL TEE RAIL HAVING NOMINAL WEIGHT OF 3 LB. OR GREATER PER LINEAR FOOT.
2. AFTER FABRICATION ALL STEEL POSTS SHALL BE GALVANIZED TO MEET THE REQUIREMENTS OF ASTM A-123.
3. SIGN MOUNTING HEIGHT TO BE PER MUTCD REQUIREMENTS.
4. ALL SIGN POSTS SHALL HAVE "BREAK AWAY" FEATURES THAT MEET AASHTO REQUIREMENTS CONTAINED IN "STANDARD SPECIFICATIONS FOR STRUCTURAL SUPPORTS FOR HIGHWAY SIGNS, LUMINAIRES AND TRAFFIC SIGNALS". THE "BREAK AWAY" FEATURES SHALL BE STRUCTURALLY ADEQUATE TO CARRY THE SIGN SHOWN ON THE PLANS AT 60 MPH WIND LOADINGS. INSTALLATIONS SHALL BE IN ACCORDANCE WITH MANUFACTURERS RECOMMENDATIONS.

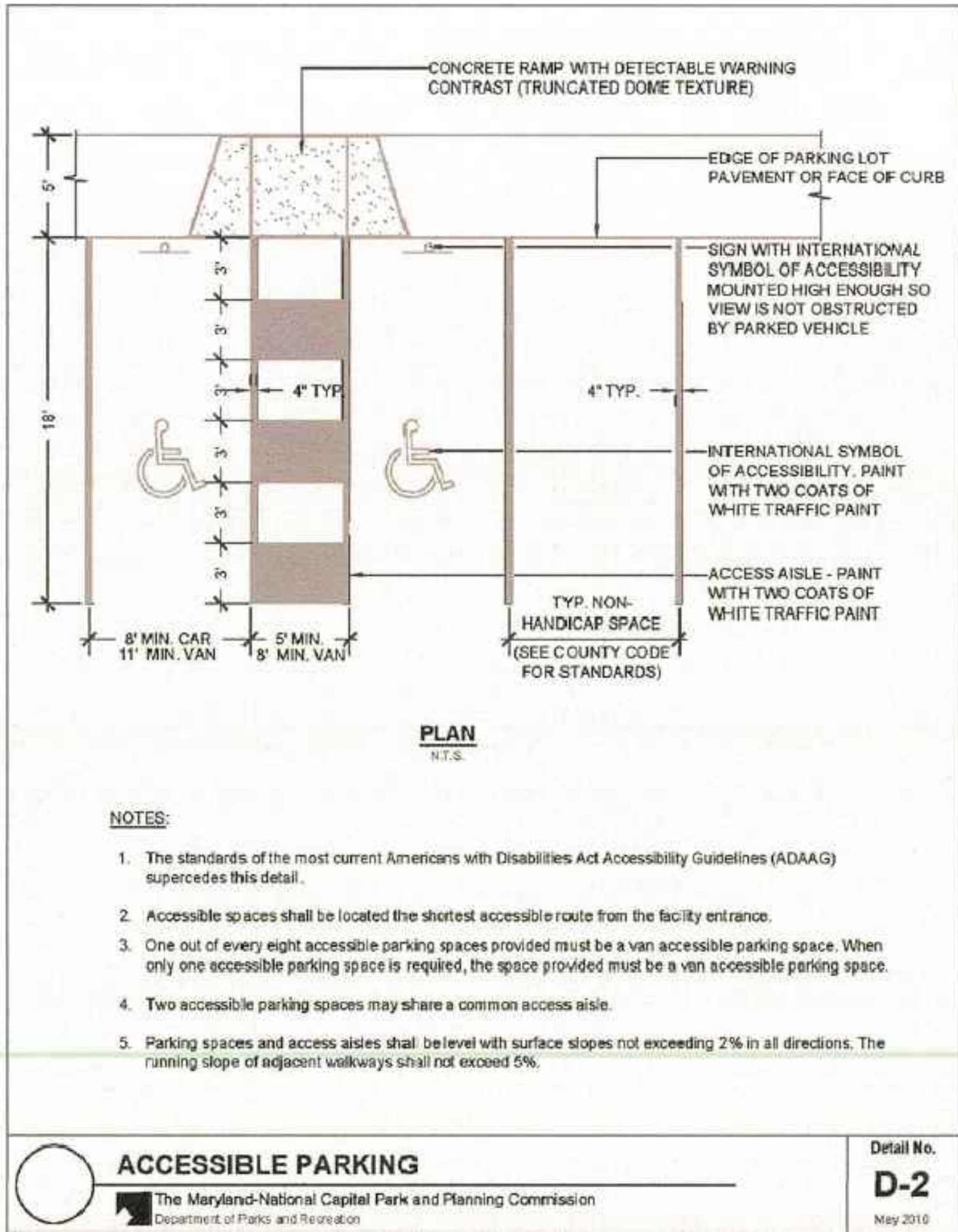
3 ACCESSIBLE PARKING SIGN

ELEVATION VIEW

SCALE: NOT TO SCALE



NOTE:
1. SIGNS SHALL MEET THE REQUIREMENTS OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
2. SIGNS ATTACHED WITH ACORN NUT TYPE FASTENERS.



- NOTES:
1. The standards of the most current Americans with Disabilities Act Accessibility Guidelines (ADAAG) supercedes this detail.
2. Accessible spaces shall be located the shortest accessible route from the facility entrance.
3. One out of every eight accessible parking spaces provided must be a van accessible parking space. When only one accessible parking space is required, the space provided must be a van accessible parking space.
4. Two accessible parking spaces may share a common access aisle.
5. Parking spaces and access aisles shall be level with surface slopes not exceeding 2% in all directions. The running slope of adjacent walkways shall not exceed 5%.

ACCESSIBLE PARKING
The Maryland-National Capital Park and Planning Commission
Department of Parks and Recreation

Detail No.
D-2
May 2010

5 ACCESSIBLE PARKING SPACE DETAIL

PLAN VIEW

SCALE: 1"=10'

NOTE: FOR LOCATION OF UTILITIES CALL 8-1-1 OR 1-800-257-7777 OR LOG ON TO www.call811.com http://www.missutility.net 48 HOURS IN ADVANCE OF ANY WORK IN THIS VICINITY INFORMATION CONCERNING UNDERGROUND UTILITIES WAS OBTAINED FROM AVAILABLE RECORDS BUT THE CONTRACTOR MUST DETERMINE THE EXACT LOCATION AND ELEVATION OF THE MAINS BY DIGGING TEST PITS BY HAND AT ALL UTILITY CROSSINGS WELL IN ADVANCE OF THE START OF EXCAVATION.	THIS BLOCK IS FOR OFFICIAL USE ONLY QR label certifies that this plan meets conditions of final approval by the Planning Board, its designee or the District Council. M-NCPPC APPROVAL PROJECT NAME: Royal Farms - Greenbelt PROJECT NUMBER: DSP-19045 For Conditions of Approval see Site Plan Cover Sheet or Approval Sheet Revision numbers must be included in the Project Number
---	--

Dewberry Engineers Inc.
4601 FORBES BOULEVARD, SUITE 300
LANHAM, MD 20706
PHONE: 301.384.1879
CONTACT: MATTHEW SNYDER

DEVELOPER/APPLICANT

RF GREENBELT RE LLC
c/o KLINE SCOTT VISCO
117 W PATRICK STREET, STE 200
FREDERICK, MD 21701
CONTACT: ED SCOTT

ROYAL FARMS - GREENBELT
FORMERLY CAPITOL CADILLAC
PRINCE GEORGE'S COUNTY
GREENBELT, MARYLAND 20770

SEAL

KEY PLAN

SCALE

AS SHOWN

No.	DATE	BY	Description

REVISIONS

DRAWN BY: RW / GRW
APPROVED BY: JMC
CHECKED BY: GRW
DATE: JUNE 2019
TITLE:

DSP-19045
DETAIL SHEET
ACCESSIBILITY

PROJECT NO. 50114074

14

SHEET NO.

14 OF 14

Dewberry Engineers Inc.
4601 FORBES BOULEVARD, SUITE 300
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PHONE: 301.364.1879
CONTACT: MATTHEW SNYDER

DEVELOPER/APPLICANT

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CONTACT: ED SCOTT

ROYAL FARMS - GREENBELT
FORMERLY CAPITOL CADILLAC
PRINCE GEORGE'S COUNTY
GREENBELT, MARYLAND 20770

SEAL

KEY PLAN

SCALE

0' 30' 60'

1"=30'

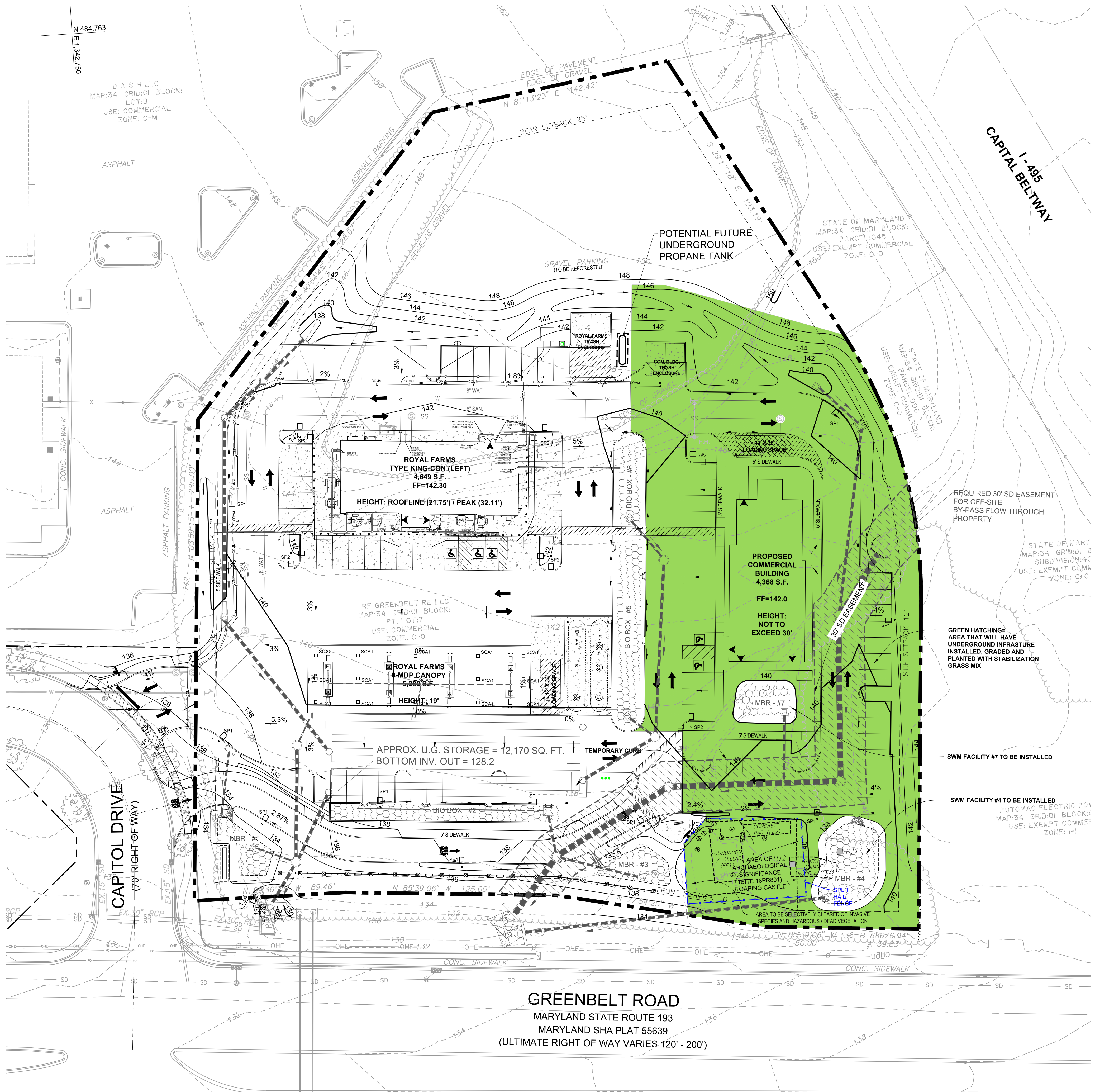
No.	DATE	BY	Description

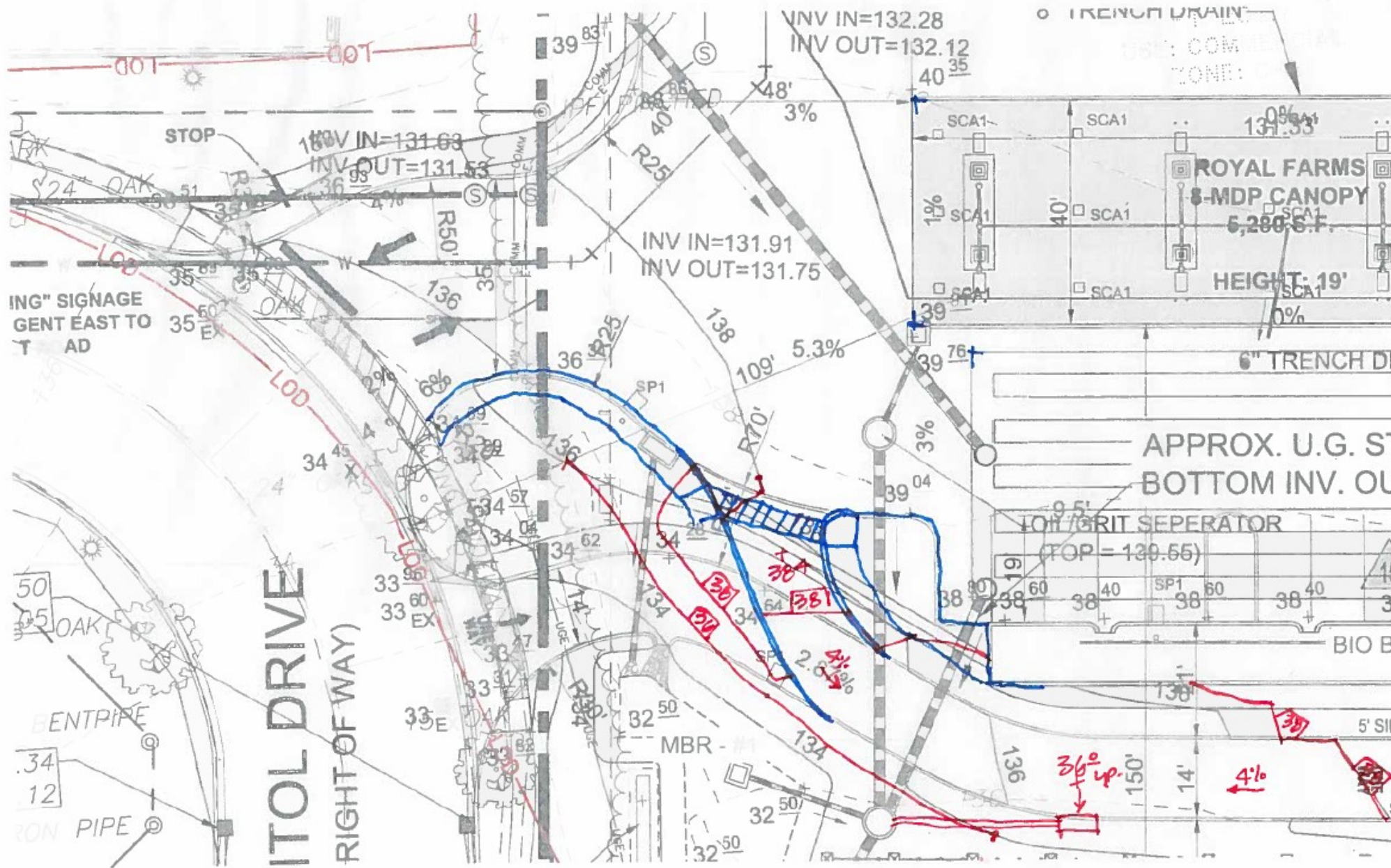
DRAWN BY	RW / GRW
APPROVED BY	JMC
CHECKED BY	GRW
DATE	SEPT 2020

TITLE

DSP-19045
PHASING EXHIBIT

PROJECT NO. 50114074







Greenbelt Advisory Committee on Environmental Sustainability

**GREENBELT ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY /
GREENBELT GREEN TEAM
REPORT 2020-02 TO CITY COUNCIL
September 23, 2020**

SUBJECT: Proposed Royal Farms Development at Golden Triangle Office Park

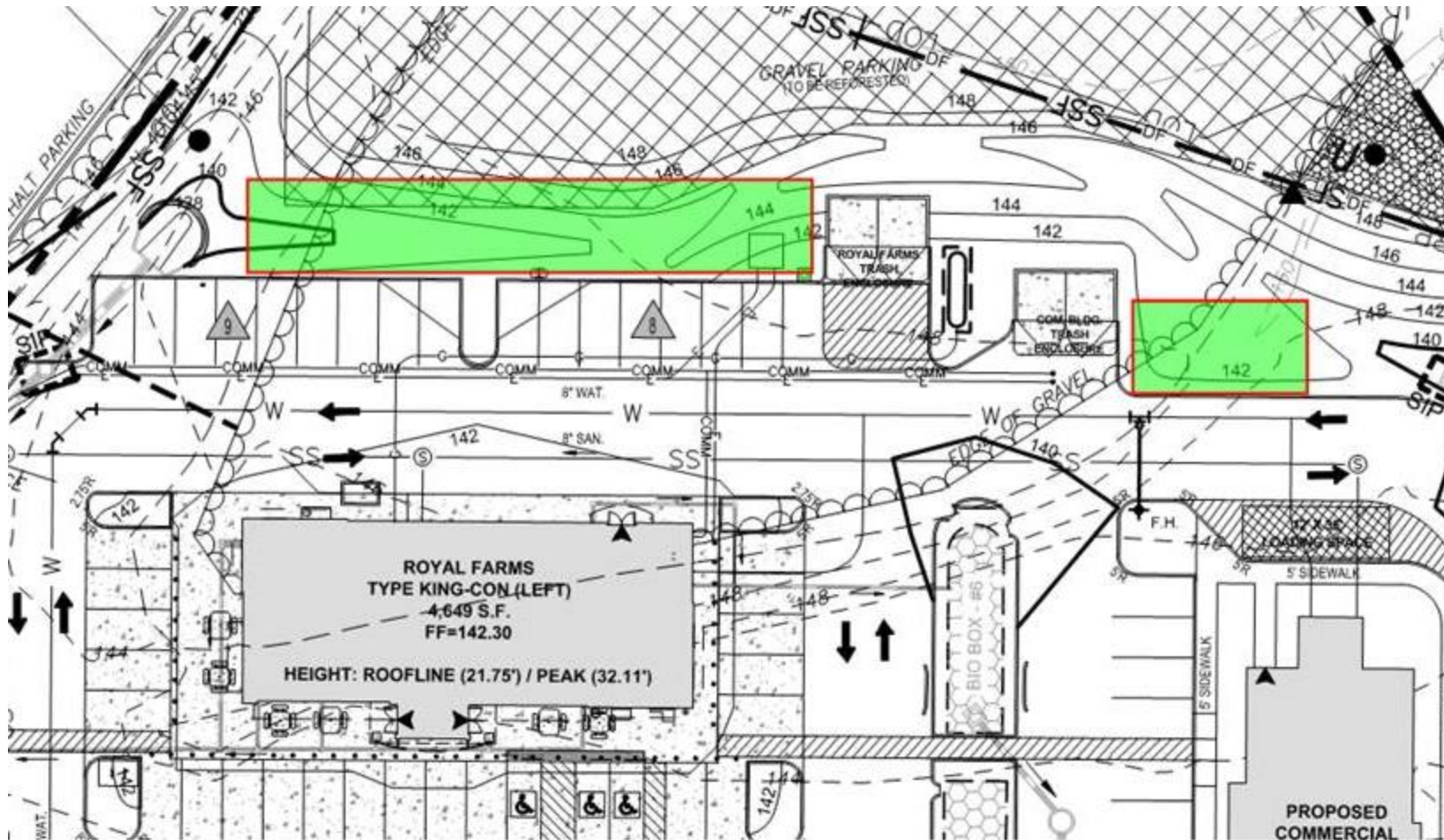
BACKGROUND: At our August 25, 2020 meeting representatives from Royal Farms Greenbelt, LLC gave a virtual presentation on the 4,649 ft² food & beverage store and gas station, and a separate 4,368 ft² commercial building, they are proposing for the Golden Triangle Office Park at the northeast corner of the intersection of Greenbelt Road and Capital Drive next to Capital Cadillac. City of Greenbelt Planner Molly Porter provided Green ACES / Green Team with the City Staff recommendations.

RECOMMENDATION: Green ACES / Green Team invites and challenges Royal Farm and its development team to recognize that the adverse effects of climate change are real and present in our lives today and into the future, and to embrace the responsibility of practicing environmental stewardship in the development and operation of this facility.

Green ACES / Green Team discussed the proposed project and strongly recommends the “no build” option. If the project goes forward, we concur with City Staff recommendations, and Green ACES / Green Team recommends stricter requirements, as described below.

1. A second commercial building should not be developed. Green ACES / Green Team is in agreement with not prepping or building the second commercial building as that would deplete a large area of trees that are now 50 years old.
2. Require installation of roof-mounted solar photovoltaic energy systems (PVES) for all buildings, including the fueling canopy. It is a glaring omission that the design does not specify renewable energy systems, which improve the environment and provide economic benefit to the owner.
3. Require installation of electric vehicle service equipment (EVSE) for fueling of electric vehicles. Provide a minimum of three (3) level III (DC fast charger, CCS connector), and three (3) level II chargers (240-volt AC, standard J-1772 connector) with parking spaces specifically marked for EV charging only. Tesla and CHAdEMO connectors may be provided as optional equipment. Tesla-specific EVSE equipment is not recommended, since these cannot readily be utilized by other EV brands and therefore limit usefulness. (Note: Tesla EVs are able to utilize any EVSE by using an inexpensive cable adapter.)
4. The Tree Conservation Plan shows clearing of all trees fronting Greenbelt Road under a separate permit and planting a landscape strip of 5 shade trees, 20 ornamental trees, and 150 shrubs. The area between Greenbelt Road and the proposed one-way drive aisle should act as a “green area/buffer area” and keep the existing tree cover with proposed landscaping.
5. The project proposes to cut down all the trees on the site. Replanting should be done with native trees that are as mature as possible.

6. Staff and Green ACES are also concerned about stormwater run-off, including impact on Still Creek and Greenbelt National Park, and this issue needs to be further investigated. Further review of the project should include pending comments from Greenbelt National Park staff and completion of further study by City Staff on the stormwater runoff issue.
7. Another primary issue of concern is traffic safety. Traffic traveling (west) along Rt. 193 moves at a rather fast pace, especially that which intends to take the turn onto Kenilworth Ave. and onward to a connection with I-495. Currently, there is a cut-through in the center median directly across from the proposed exit. While this is little used at this point, an increase in traffic on this exit road may facilitate left turns onto Rt. 193 (eastbound) across the 4 lanes of fast-moving traffic and risk an unacceptable potential increase in vehicular collisions. Staff needs to investigate this issue further.
8. The project proposes installing 4 bicycle racks within the site. Bicycle lanes also should be installed on Capitol Drive to further facilitate bicycle access to the site.
9. A double driveway off Capital Drive is proposed. A better option is a single driveway with internal channelization that directs drivers to the second commercial building, if developed.
10. Staff recommends that lighting on the site be of a type and quality intended to prevent spillover lighting effects. Green ACES / Green Team further recommends Dark-Sky-compliant lighting.
11. Royal Farms representatives stated that the firm utilizes Green Building Practices. The Applicant should provide specifics of what and how green building practices will be utilized.
12. This site was designated a Historic Resource in the 2013 Approved Greenbelt Metro Area and MD 193 Corridor Sector Plan and is being evaluated for Historic Site status at the September 15, 2020 Historic Preservation Commission meeting. The Applicant should work with Planning Staff, the Greenbelt Museum Coordinator, and County Historic Preservation Staff on an interpretive panel for the Toaping Castle Site.
13. The one area that was not discussed by Staff is not developing the site. Green ACES / Green Team brought up the fact that there are many gas stations situated nearby on Greenbelt Road and that this project is not necessary. The Royal Farms representatives responded that this would be the only modern gas station and convenience store in Greenbelt. This project proposes to remove all the existing trees from the site, damaging wildlife and adversely impacting stormwater runoff from the site. It presents traffic safety concerns. Green ACES / Green Team believes there is no real need for this project and strongly recommends against this project as being in the best overall interest of the City.



PROPOSED DOG RELIEF AREA LOCATIONS AT GREENBELT ROYAL FARMS, DSP-19045

WES GUCKERT, ASD 9-15-20

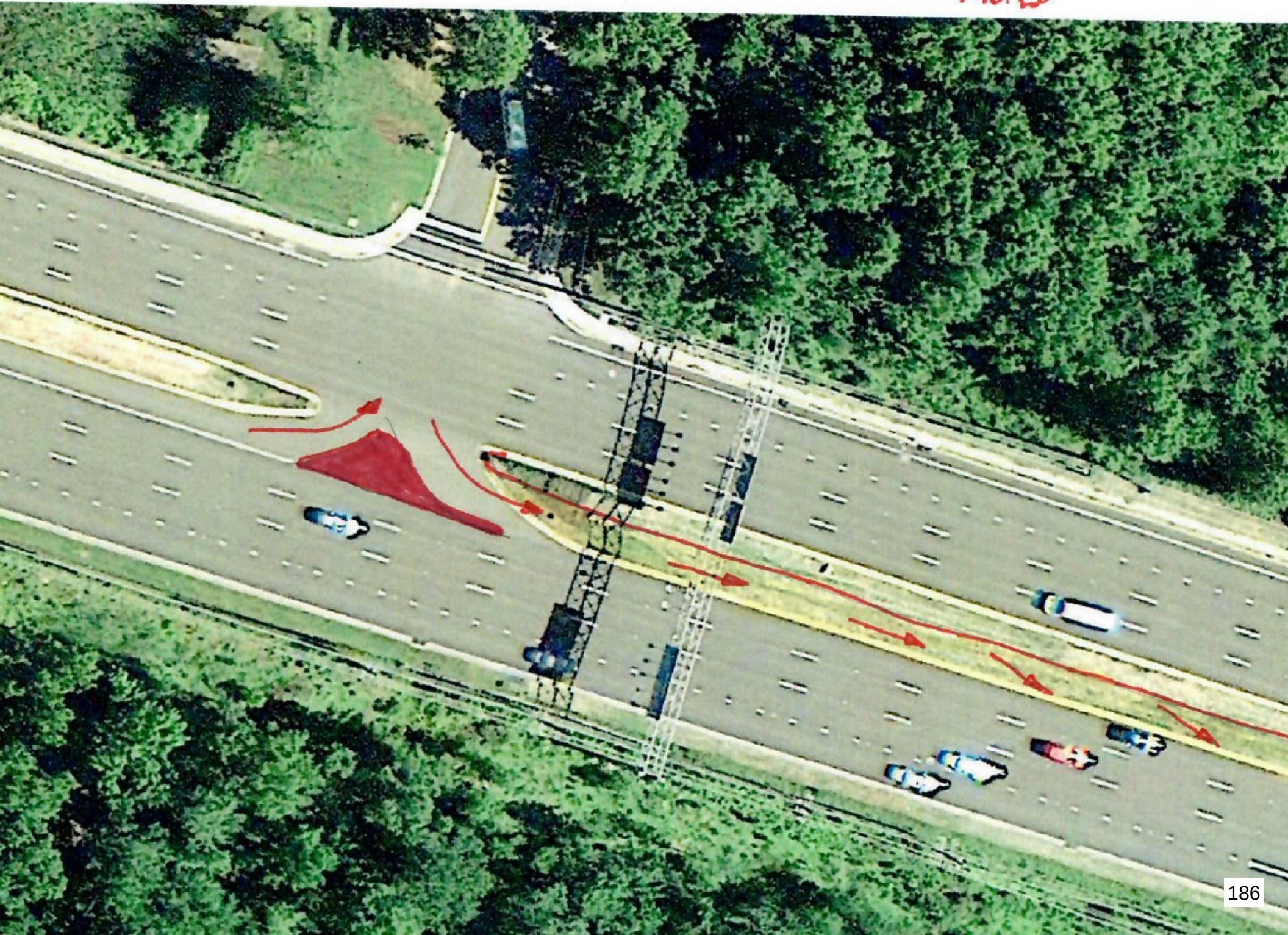
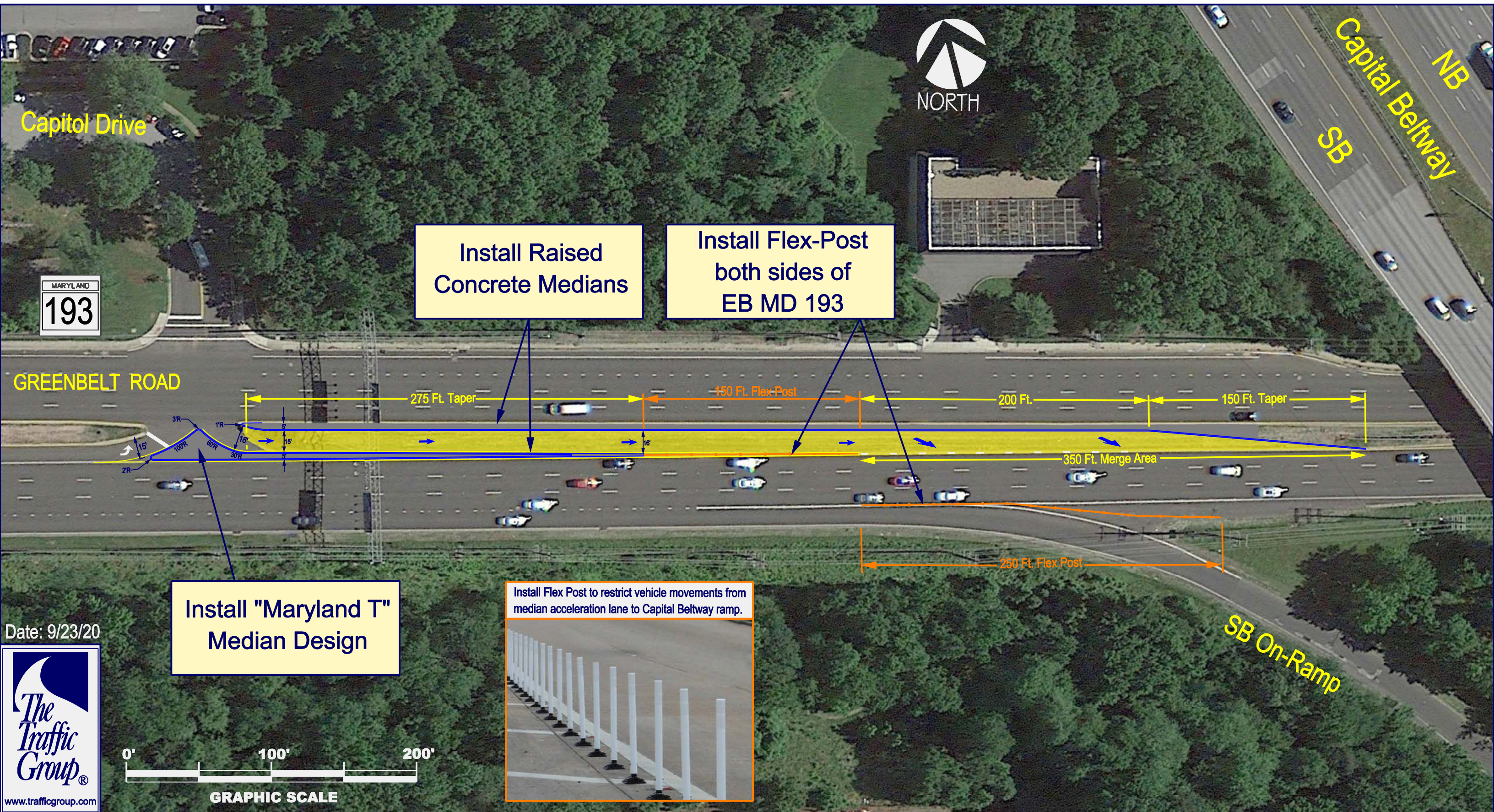
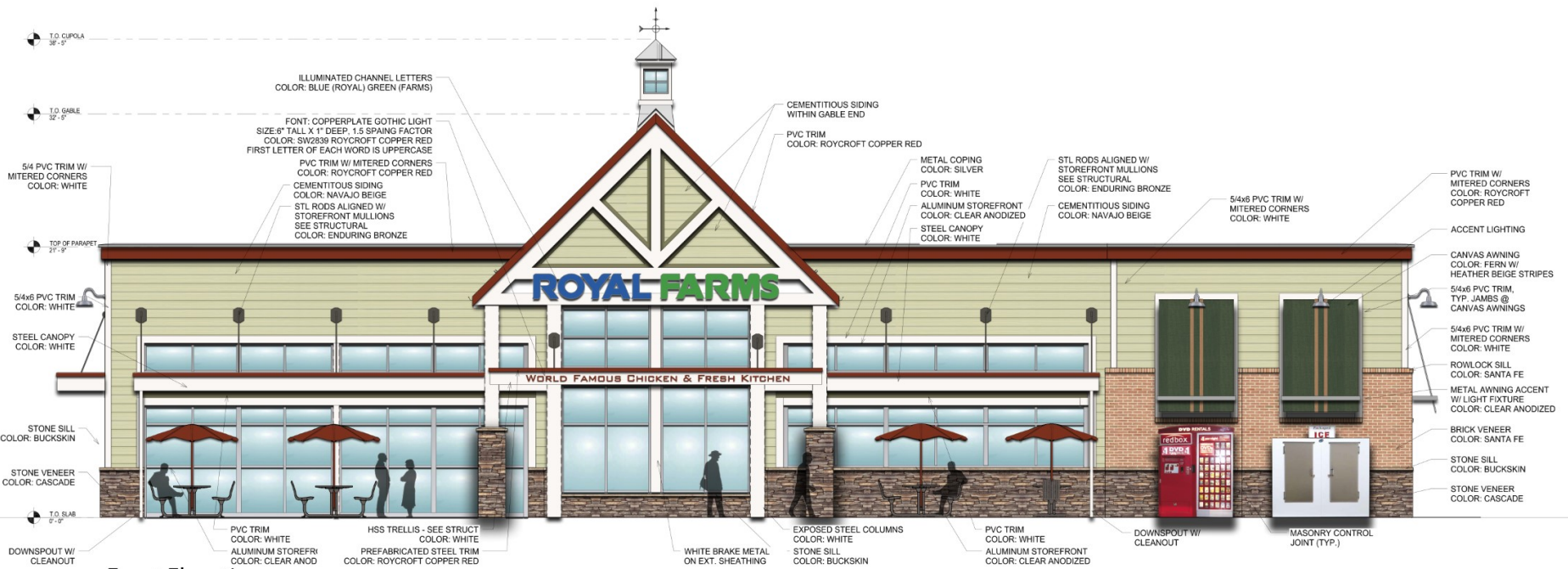




PHOTO OF EXISTING MARYLAND “T” INTERSECTION





Front Elevation

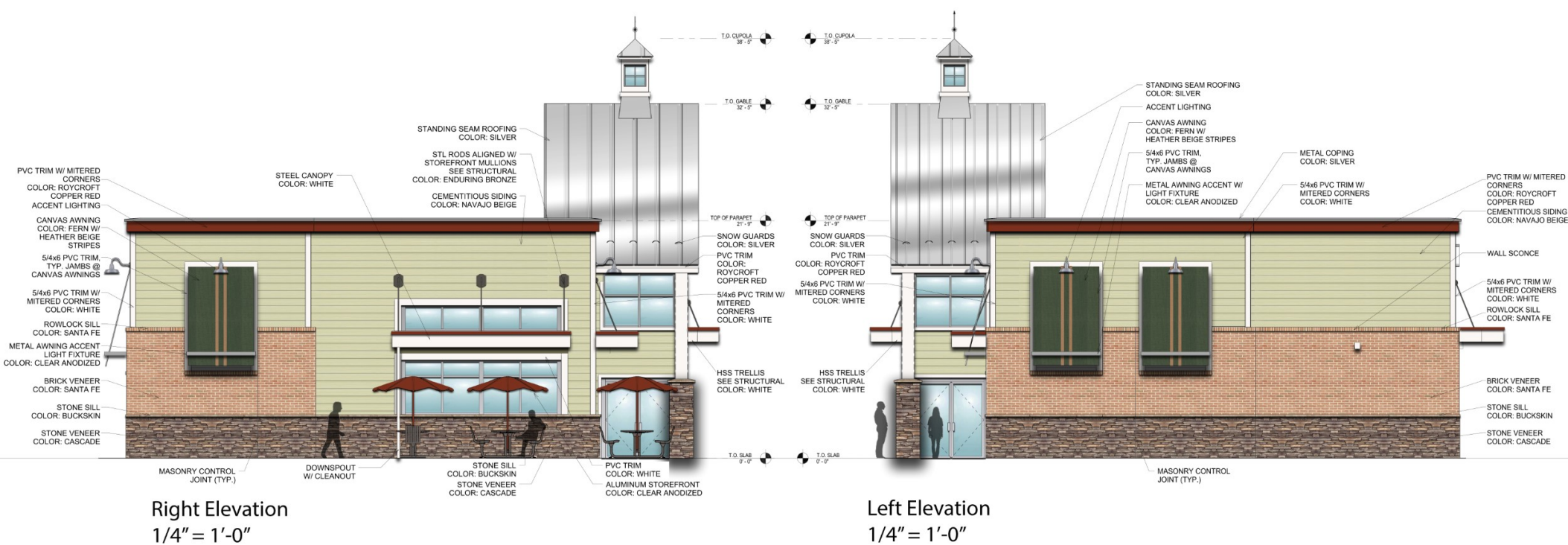
1/4" = 1'-0"

ROYAL FARMS

Royal Farms #213
Greenbelt Road & Capitol Drive, Greenbelt MD
Proposed Elevations
July 12th, 2019

RATCLIFFE
ARCHITECTS

10404 Stevenson Road • Stevenson, Maryland 21153
Phone 410-484-7010 • Fax 410-484-3819 • peter@ratcliffearchitects.com

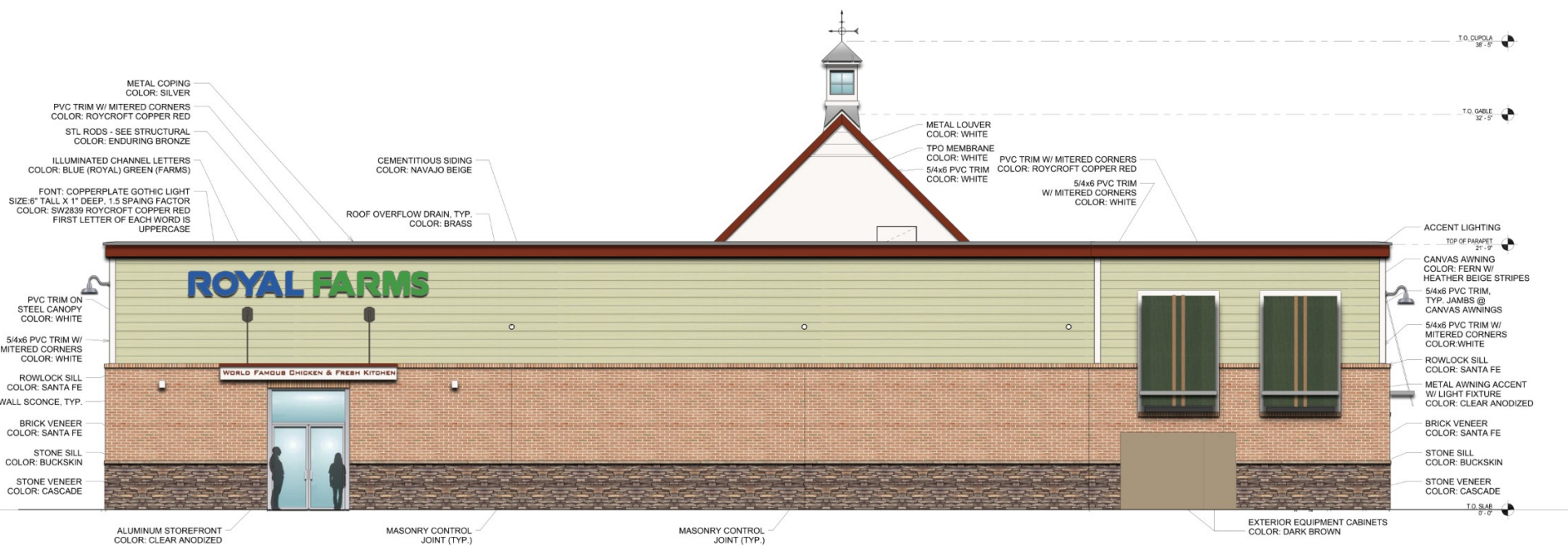


ROYAL FARMS

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Proposed Elevations
July 12th, 2019

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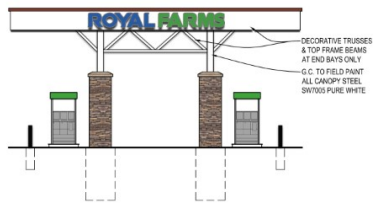
Rear Elevation
1/4" = 1'-0"

ROYAL FARMS

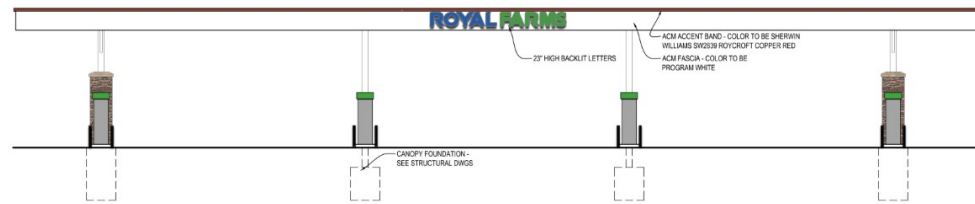
Royal Farms #213
Greenbelt Road & Capitol Drive, Greenbelt MD
Proposed Elevations
July 12th, 2019

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Fuel Canopy - Side Elevation
1/8" = 1'-0"



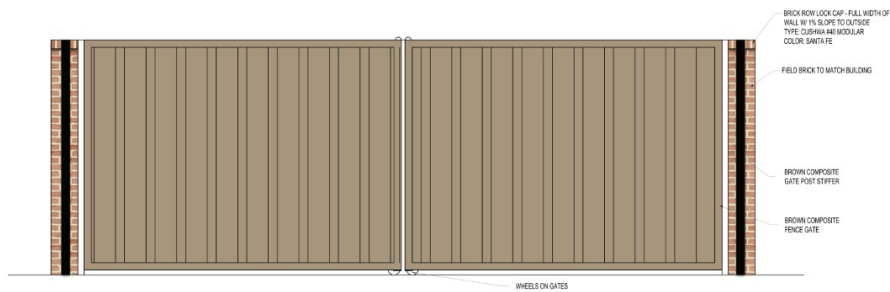
Fuel Canopy - Front Elevation
1/8" = 1'-0"

ROYAL FARMS

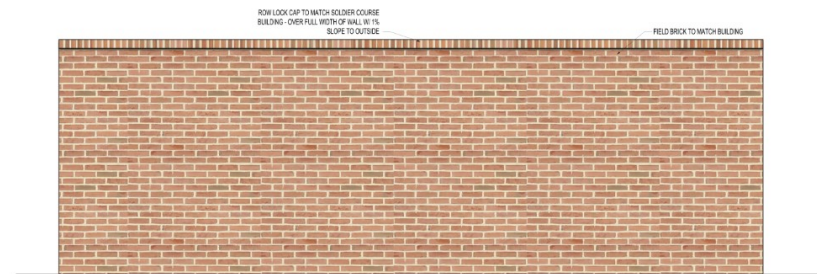
Royal Farms #213
Greenbelt Road & Capitol Drive, Greenbelt MD
Proposed Elevations
July 12th, 2019

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Dumpster Enclosure - Front Elevation
1/2" = 1'-0"



Dumpster Enclosure - Rear Elevation
1/2" = 1'-0"

ROYAL FARMS

Royal Farms #213
Greenbelt Road & Capitol Drive, Greenbelt MD
Proposed Elevations
July 12th, 2019

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 LANHAM, MD 20706
 PHONE: 301.364.1879
 CONTACT: MATTHEW SNYDER

DEVELOPER/APPLICANT

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 c/o KLINE SCOTT VISCO
 117 W PATRICK STREET, STE 200
 FREDERICK, MD 21701
 CONTACT: ED SCOTT

ROYAL FARMS - GREENBELT
 FORMERLY CAPITOL CADILLAC
 PRINCE GEORGE'S COUNTY
 GREENBELT, MARYLAND 20770

MAP 0034 GRID 0001 LOT PART OF LOT 7

SEAL

KEY PLAN

SCALE

AS SHOWN

No. DATE BY Description

REVISIONS

DRAWN BY

RRW / GRW

APPROVED BY

JMC

CHECKED BY

GRW

DATE

JUNE 2019

TITLE

DSP-19045
 COLOR
 ARCHITECTURAL
 ELEVATIONS

PROJECT NO. 50114074

1

SHEET NO.

1 OF 1

From: Ben Fischler <brf57@yahoo.com>
Sent: Wednesday, September 16, 2020 6:04 PM
To: Molly Porter; Luisa Robles
Subject: Re: GreenACES - Royal Farms - 8/25

Thanks Luisa.

Molly: I can't attend the APB meeting tonight but I would like to bring to their attention my concern about pedestrian safety. I walk that stretch of Greenbelt Road when necessary but I dislike it for, among other reasons, the risk involved in crossing Capitol Drive. Since that is an uncontrolled intersection, and MD 193 is essentially an uncontrolled interstate highway there, cars can appear at a high rate of speed while one is crossing Capitol Drive leaving the pedestrian little time to get out of the car's way. With the addition of a Royal Farms there will be more traffic threatening pedestrians there. I recommend closing off that curb cut so that cars will enter Capitol Drive from Walker Drive.

Thanks,

Ben Fischler

From: mollylester@juno.com

Sent: Wednesday, September 2, 2020 8:05 PM

To: Council

Cc: Molly Porter; thruby@greenbelt.gov; cliggins@greenbelt.gov;
nard@greenbelt.gov

Subject: Royal Farms - Concern About Impact on Roosevelt Center

I would like to express concerns about the potential impact of a Royal Farms on existing businesses in Roosevelt Center.

The low gas prices may result in the closure of the Sunoco gas pumps (a business which caters to the local community)

The convenience store aspect of Royal Farms may impact the Co-op Grocery Store's lunch / dinner (express meal business), Generous Joe's and other restaurant business in the center.

Do we as a city want businesses which serve the local community? or do we want businesses which cater to people passing through with no connection to the community at the cost of losing our locally owned and operated businesses?

If the later, would we then market Greenbelt as a great place to buy cheap gas and pick up chicken to eat in the car as one hops on the Beltway or Parkway.

Molly

From: Vision CMS Site [<mailto:webmaster@greenbeltmd.gov>]
Sent: Tuesday, September 1, 2020 4:44 PM
To: Terri Hruby
Subject: Email contact from Greenbelt, MD

Message submitted from the <Greenbelt, MD> website.

Site Visitor Name: Renaud Brown
Site Visitor Email: rdbtenor@gmail.com

Good evening

While I'm pushing opposition by residents to this project, should it be planned, I'd like to suggest, being a current associate of a Royal Farms in Baltimore, that they'll be 8 pumps instead of 16. I think that's standard and that there'll be no commercial building next to that electric grid building. The office park on Ivy Lane has some unoccupied use. Thanks.

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Zoom Meeting Format

Suggested Action:

Mayor Byrd requested that this item be added to the agenda. On September 21, Council discussed the desire to hold a work session to discuss the zoom meeting format.

Council direction to schedule a work session is sought.

Attachments:

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Nicole Ard

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Environmental Engineering Firms for Maglev

Suggested Action:

Reference: Email, G. Simmons, 09/24/2020

City Solicitor Todd Pounds and City staff are working on identifying potential environmental engineering firms to address. The matter was discussed at the Special Meetings on Maglev on September 8 and 21. At the latter, Council discussed legal counsel and engineering firms in anticipation of having more information for Council consideration during the September 28 Council meeting.

Attachments:

[Email, G. Simmons, 09.24.20.pdf](#)

Bonita Anderson

Subject: FW: maglev - engineers

From: "Simmons, Gregory"

Date: September 24, 2020 at 10:21:45 AM EDT

To: Rodney Roberts, Judith Davis

Cc: Gregory Simmons

Subject: maglev - engineers

Good morning to you both,

I wasn't able to watch Monday night but finally got an opportunity to watch the video (which was curtailed at the 1:00 mark during the discussion on meeting format, fyi).

Again, I believe this is very fruitful and productive conversation among the Council.

Not being one to hold my thoughts on this, I did want to state again that I do believe there is enough time to solicit and evaluate bids for an engineer. To the extent it is not specifically spelled out anywhere in the City Code, to me it seems like a directive to Staff at next Monday's meeting along the following lines might be appropriate:

- A. Direct the Staff to issue a solicitation for bids no later than ____ for individuals or firms to submit proposals for reviewing and developing comments on the maglev DEIS, and to request responses within 5 business days for the project that is described in the [maglev website]; and
- B. Direct Staff to request ability to comment on geotechnical, vibration, and/or soil dynamics, and other impacts of underground and above-ground magnetic levitation in Greenbelt East, and the City's Forest Preserve.
- C. Direct Staff to include in its RFP, the individuals to be assigned tasks and their resumes; the hourly rate for each individual to be assigned duties; a general description of previous work done in this area; and a scope of work and detailed cost estimate for each issue to be addressed in a DEIS with respect
- D. Direct Staff to allow for separate estimates on issues, and to indicate whether the respondent is willing to accept work on a single issue.
- E. And within 5 business days of receipt of the bids, the Staff and the City Solicitor shall present to the City Council an evaluation of all qualifying bids received by the deadline, and their recommendation of three (3) firms and/or individuals, with a more detailed discussion of these bids, for Council review.

If the Council agrees to that type of method, then upon the issuance of the bid, Staff and the City Solicitor can also specifically send the RFP to specific firms it believes might be most qualified to also participate in the bid. You would ideally time the issuance of the bids and Staff's review of them so you would be prepared to select them at a scheduled open meeting.

Best, -
Greg Simmons

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Racial Equity Resolution/Ordinance

Suggested Action:

Mayor Byrd requested that this item be added to the agenda. Included are the resolution and ordinance drafted by City Solicitor Pounds, including examples for comparison. Council direction is sought.

Attachments:

[Racial Equity Resolution.pdf](#)

[Racial Equity Ordinance.pdf](#)

[Resolution_example_3854.pdf](#)

[Ordinance_example_3855.pdf](#)

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

RESOLUTION NUMBER XXXX

A RESOLUTION OF THE CITY OF GREENBELT, MARYLAND IN THE EFFORT OF
ADVANCING RACIAL EQUITY

WHEREAS, in 1619, the first Africans - seized from a captured Portuguese slave ship - reached the British colonies in Point Comfort, Virginia, near Jamestown, and were sold as slaves; and

WHEREAS, in 1640, a Virginia court sentenced John Punch, an African, to a lifetime of slavery after he attempted to flee his service, marking the first legal sanctioning of slavery in the colonies; and

WHEREAS, in 1662 the Virginia royal colony approved a law stating that children born in the colony would take on the social status of their mother, which meant that children could be born into slavery, making African ancestry synonymous with institutional slavery; and

WHEREAS, in 1664, Maryland passed a law making Black men, women, and children enslaved for life; and

WHEREAS, at the founding of the United States in 1776, slavery was legal in all 13 colonies, still represented by the 13 stripes on the American flag today, and under the law, enslaved persons were treated as property to be bought, sold or given away; and

WHEREAS, in 1787, at the United States Constitutional Convention, delegates created the three-fifths clause, which defined how enslaved persons would be counted when determining a state's total population, rendering the worth of an enslaved person as 3/5 of a person; and

WHEREAS, Black men, women, and children were bought and sold as slave labor for nearly 250 years and suffered unspeakable acts of violence, including assault, rape, mutilation, and murder at the hands of their captors; and

WHEREAS, by the year of 1800, enslaved persons made up fifty eight percent (58%) of the population in Prince George's County; and

WHEREAS, in 1863, Abraham Lincoln declared enslaved persons in rebelling states free with the Emancipation Proclamation, though slaves in Prince George's County, as part of the Union, would not be freed until November 1864; and

WHEREAS, slavery was not officially abolished in all the United States until the Thirteenth Amendment was passed in 1865; and

WHEREAS, the Civil Rights Act of 1866 guaranteed citizenship to all males born within the jurisdiction of the United States, though Black citizens faced persistent discriminatory treatment; and

WHEREAS, many states instituted Black Codes, or Black Laws, used to restrict the civil and political rights of newly emancipated Black Americans as well as forcing them to work for lower wages than Whites; and

WHEREAS, the Black Codes would be the first in a long line of systematic oppression instituted at all levels of government, to restrict the freedoms of Black Americans; and

WHEREAS, in 1870, the Fifteenth Amendment was ratified giving Black men the right to vote, though they faced laws and loopholes restricting them from exercising that right; and

WHEREAS, gerrymandering , poll taxes and literacy tests systematically disenfranchised Black voters who, as former enslaved persons, had no wealth, earned lower wages, and had not received needed education; and

WHEREAS, the Fifteenth Amendment prompted a century of violence from radical white supremacist groups, such as the Ku Klux Klan, aimed at suppressing Black Americans and keeping them from exercising their rights, including the right to vote; and

WHEREAS, numerous states adopted Jim Crow laws perpetuating racist legal and social systems from before Civil War, resulting in the treatment of Black Americans as second-class citizens; and

WHEREAS, the United States saw over a century of state-sanctioned violence against Black citizens, enterprises, and communities despite the Thirteenth, Fourteenth, and Fifteenth Amendments and the adoption of the Civil Rights Acts of 1964 and 1968; and

WHEREAS, Black Americans across the country continue to experience inequalities in many aspects of daily life including, but not limited to, policing, housing, education, employment, and health, which erodes the quality of life of Black citizens and undermines their equal participation in society and government; and

WHEREAS, the killings of Eric Garner, Michael Brown, Tamir Rice, Walter Scott, Alton Sterling, Philando Castille, Stephon Clark, George Floyd, Breonna Taylor, as well as numerous others unlawfully detained, maimed, or injured, at the hands of law enforcement have once again forced our community and country to confront the unacceptable devaluation of Black life; and

WHEREAS, these residents deserve government that supports their dignity and demands their fair and equal treatment; and

WHEREAS, it is indisputable that Black lives matter and the lives of people of color matter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Greenbelt, Maryland, that the City of Greenbelt, Maryland will engage in a citywide review of all City of Greenbelt policies and practices to ensure the continued promotion of racial equity and further the city's active partnership in the work of building social justice.

PASSED by the Council of the City of Greenbelt, Maryland at a meeting on ____ day of October, 2020.

Colin A. Byrd, Mayor

[SEAL]

ATTEST:

Bonita Anderson, City Clerk

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

ORDINANCE NO. XXXX

AN ORDINANCE OF THE COUNCIL OF THE CITY OF GREENBELT, MARYLAND IN
DEFENSE OF BLACK LIVES, EXPRESSING A COMMITMENT TO ENACTING POLICIES
THAT DEFEND BLACK LIVES AND THE LIVES OF PEOPLE OF COLOR AND AIM TO
UNDO THE EFFECTS OF SYSTEMIC RACISM AFFECTING PEOPLE OF COLOR IN THE
CITY OF GREENBELT

WHEREAS, the City Council wishes to acknowledge the current environment of frustration and anger at the continuation of historic injustices and the perpetration of acts of violence by society in general; and

WHEREAS, in 1619, the first Africans - seized from a captured Portuguese slave-ship - reached the British colonies in Point Comfort, Virginia, near Jamestown, were sold as slaves; and

WHEREAS, in 1640, a Virginia court sentenced John Punch, an African, to a lifetime of slavery after he attempted to flee his service, marking the first legal sanctioning of slavery in the colonies; and

WHEREAS, in 1662 the Virginia royal colony approved a law stating that children born in the colony would take on the social status of their mother, which meant that children could be born into slavery, making African ancestry synonymous with institutional slavery; and

WHEREAS, in 1664, Maryland passed a law making Blacks and their children slaves for life; and

WHEREAS, at the founding of our country in 1776, slavery was legal in all 13 colonies, still represented by the 13 stripes on the American flag today, and under the law, an enslaved person was treated as property and could be bought, sold or given away; and

WHEREAS, in 1787, at the United States Constitutional Convention, delegates created the three-fifths clause, which defined how slaves would be counted when determining a state's total population and essentially rendered the worth of a slave as 3/5 of a

person; and

WHEREAS, Black people were bought and sold as slave labor for nearly 250 years and suffered unspeakable acts of violence, including assault, rape, mutilation, and murder at the hands of their captors; and

WHEREAS, by the year of 1800, slaves made up fifty eight percent (58%) of the population in Prince Georges County; and

WHEREAS, in 1863, Abraham Lincoln declared slaves free with the Emancipation Proclamation, even though Prince Georges County voted against the law; however, slavery was not officially abolished in the United States until the Thirteenth Amendment to the constitution was passed in 1865; and

WHEREAS, many states instituted what were known as Black Codes, or Black Laws, used to restrict the civil and political rights of newly emancipated Black Americans as well as forcing them to work for lower wages than Whites; and

WHEREAS , the Black Codes would be the first in a long line of systematic oppression instituted by whites in power, at all levels of government, to restrict the freedoms of blacks in the United States; and

WHEREAS , in 1870, the Fifteenth Amendment was ratified giving Black men the right to vote; however, they were faced with more laws and loopholes restricting them from exercising that right; and

WHEREAS, gerrymandering , poll taxes and literacy tests systematically disenfranchised Black voters who, as former slaves, had no wealth and earned lower wages than whites and had not been educated as slaves; and

WHEREAS, the Fifteenth Amendment also triggered a century of violence from radical white supremacist groups, such as the Ku Klux Klan, aimed at suppressing Black people and keeping them from exercising the right to vote or any other of their rights; and

WHEREAS, many states adopted Jim Crow laws following the end of this country's Civil War and the enactment of the Thirteen, Fourteenth, and Fifteenth Amendments; and

WHEREAS, Jim Crow laws perpetuated the racist legal and social system existing prior to the Civil War and resulted in Black people being treated as second-class citizens; and

WHEREAS, the Civil Rights Act of 1866 guaranteed equal rights under law for all people who lived within the jurisdiction of the United States; and

WHEREAS, this Country's ugly history of state-sanctioned violence against Black people persists despite the Thirteenth, Fourteenth, and Fifteenth Amendments and the adoption of the Civil Rights Acts of 1964 and 1968; and

WHEREAS, Black people and other people of color, generally, are unfairly targeted and profiled by law enforcement throughout this country at rates beyond what can be reasonably explained; and

WHEREAS, racial profiling of Black people results in disproportionate rates of arrest, incarceration, and overall exposure to the criminal legal system for Black people; and

WHEREAS, Black people experience inequalities across many aspects of daily living including, but not limited to, housing, education, employment, and health as a result of this Country's history , laws, and law enforcement practices, which erodes the quality of life for Black people; and

WHEREAS, Black people are justifiably outraged by this country's devaluation of Black life and humanity; and

WHEREAS, all residents deserve to be treated fairly, with dignity, and to have their humanity, existence, and contributions valued; and

WHEREAS, it is indisputable that Black Lives Matter.

Section 1. NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Greenbelt City Council that the City Code be and hereby is amended to add "Human Rights and Dignity", and "Black Lives Matter", to read as follows:

HUMAN RIGHTS AND DIGNITY

BLACK LIVES MATTER

THE CITY OF GREENBELT IS COMMITTED TO ENACTING POLICIES THAT UNEQUIVOCALLY DEFEND BLACK LIVES AND AIM TO UNDO THE EFFECTS OF SYSTEMIC RACISM AFFECTING BLACK PEOPLE IN THE CITY.

Section 2. BE IT FURTHER ORDAINED AND ENACTED by the Greenbelt City Council that the Code of the City of Greenbelt, Maryland, "Human Rights and Dignity", be and hereby is amended to add "Policies promoting racial justice in the City", to read as follows:

- A. THE CITY IS COMMITTED TO CONTINUING AND EXPANDING THE JUST AND EQUAL APPLICATION OF THE LAW IN THE CITY BY:
 1. EXAMINING THE BENEFIT OF ADOPTING A DISADVANTAGED BUSINESS ENTITY PROCUREMENT POLICY.
 2. EXPLORING OPPORTUNITIES TO ADOPT POLICIES THAT PROMOTE EQUAL HOUSING, EDUCATION, EMPLOYMENT

OPPORTUNITIES AND IMPROVE THE HEALTH AND WELL-BEING OF ALL PERSONS IN THE CITY.

3. CONTINUING TO REVIEW CITY POLICIES AND PROCEDURES, ACROSS THE CITY'S VARIOUS DEPARTMENTS, WITH INPUT FROM A DIVERSE CROSS-SECTION OF THE COMMUNITY REGARDING THEIR EXPERIENCES IN CONNECTION WITH INTERACTIONS WITH CITY GOVERNMENTAL REPRESENTATIVES AND STAFF, AND REPORTING FINDINGS TO THE COMMUNITY, AND SEEKING PUBLIC FEEDBACK.

Section 3. BE IT FURTHER ORDAINED that this Ordinance shall become effective after its enactment by the Council of the City of Greenbelt, Maryland.

PASSED by the Council of the City of Greenbelt, Maryland at a regular meeting on the ____ day of October, 2020.

Colin A. Byrd, Mayor

[SEAL]

ATTEST:

Bonita Anderson, City Clerk

APPROVED AS TO FORM AND SUFFICIENCY:

Todd K. Pounds, Esq., City Solicitor

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
IN THE EFFORT OF ADVANCING RACIAL EQUITY

WHEREAS, in 1619, the first Africans – seized from a captured Portuguese slave ship – reached the British colonies in Point Comfort, Virginia, near Jamestown, and were sold as slaves; and

WHEREAS, in 1640, a Virginia court sentenced John Punch, an African, to a lifetime of slavery after he attempted to flee his service, marking the first legal sanctioning of slavery in the colonies; and

WHEREAS, in 1662 the Virginia royal colony approved a law stating that children born in the colony would take on the social status of their mother, which meant that children could be born into slavery, making African ancestry synonymous with institutional slavery; and

WHEREAS, in 1664, Maryland passed a law making Black men, women, and children enslaved for life; and

WHEREAS, at the founding of the United States in 1776, slavery was legal in all 13 colonies, still represented by the 13 stripes on the American flag today, and under the law, enslaved persons were treated as property to be bought, sold or given away; and

WHEREAS, in 1787, at the United States Constitutional Convention, delegates created the three-fifths clause, which defined how enslaved persons would be counted when determining a state's total population, rendering the worth of an enslaved person as 3/5 of a person; and

WHEREAS, Black men, women, and children were bought and sold as slave labor for nearly 250 years and suffered unspeakable acts of violence, including assault, rape, mutilation, and murder at the hands of their captors; and

WHEREAS, by the year of 1800, enslaved persons made up fifty eight percent (58%) of the population in Prince George's County; and

WHEREAS, in 1863, Abraham Lincoln declared enslaved persons in rebelling states free with the Emancipation Proclamation, though slaves in Prince George's County, as part of the Union, would not be freed until November 1864; and

WHEREAS, slavery was not officially abolished in all the United States until the Thirteenth Amendment was passed in 1865; and

WHEREAS, the Civil Rights Act of 1866 guaranteed citizenship to all males born within the jurisdiction of the United States, though Black citizens faced persistent discriminatory treatment; and

WHEREAS, many states instituted Black Codes, or Black Laws, used to restrict the civil and political rights of newly emancipated Black Americans as well as forcing them to work for lower wages than Whites; and

WHEREAS, the Black Codes would be the first in a long line of systematic oppression instituted at all levels of government, to restrict the freedoms of Black Americans; and

WHEREAS, in 1870, the Fifteenth Amendment was ratified giving Black men the right to vote, though they faced laws and loopholes restricting them from exercising that right; and

WHEREAS, gerrymandering, poll taxes and literacy tests systematically disenfranchised Black voters who, as former enslaved persons, had no wealth, earned lower wages, and had not received needed education; and

WHEREAS, the Fifteenth Amendment prompted a century of violence from radical white supremacist groups, such as the Ku Klux Klan, aimed at suppressing Black Americans and keeping them from exercising their rights, including the right to vote; and

WHEREAS, numerous states adopted Jim Crow laws perpetuating racist legal and social systems from before Civil War, resulting in the treatment of Black Americans as second-class citizens; and

WHEREAS, the United States saw over a century of state-sanctioned violence against Black citizens, enterprises, and communities despite the Thirteenth, Fourteenth, and Fifteenth Amendments and the adoption of the Civil Rights Acts of 1964 and 1968; and

WHEREAS, Oden Bowie, who served as Governor of Maryland from 1869 to 1872, was among the state's largest slaveholders and increased the number of enslaved persons he owned when he assumed control of Fairview; and

WHEREAS, when thousands of houses were built and sold during a seven-year period of unprecedented growth in Bowie, Levitt & Sons refused to sell new homes to Black residents, and the discriminatory sales practices only stopped when compelled by a County open-housing ordinance in 1967; and

WHEREAS, Black Americans across the country continue to experience inequalities in many aspects of daily life including, but not limited to, policing, housing, education, employment, and health, which erodes the quality of life of Black citizens and undermines their equal participation in society and government; and

WHEREAS, the killings of Eric Garner, Michael Brown, Tamir Rice, Walter Scott, Alton Sterling, Philando Castille, Stephon Clark, George Floyd, Breonna Taylor, as well as numerous others unlawfully detained, maimed, or injured, at the hands of law enforcement have once again forced our community and country to confront the unacceptable devaluation of Black life; and

WHEREAS, approximately fifty-three percent (53.2%) of the residents of the City of Bowie today identify as Black or African American, and an additional ten percent (10%) identify as other non-White races and ethnicities; and

WHEREAS, these residents deserve government that supports their dignity and demands their fair and equal treatment; and

WHEREAS, it is indisputable that Black lives matter and the lives of people of color matter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the City of Bowie, Maryland will engage in a citywide review of all City of Bowie policies and practices to ensure the continued promotion of racial equity and further the city's active partnership in the work of building social justice.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on _____, 20__.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor

AN ORDINANCE
 OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
 IN DEFENSE OF BLACK LIVES, EXPRESSING A COMMITMENT TO
 ENACTING POLICIES THAT DEFEND BLACK LIVES AND THE LIVES
 OF PEOPLE OF COLOR AND AIM TO UNDO THE EFFECTS OF
 SYSTEMIC RACISM AFFECTING PEOPLE OF COLOR IN THE CITY OF
 BOWIE, WHILE EXPRESSING THE CITY COUNCIL'S GRATITUDE
 TOWARD AND RESPECT FOR THE ADMINISTRATION OF THE
 CITY'S POLICE DEPARTMENT AND THE MEN AND WOMEN WHO
 SERVE THE CITY IN A LAW ENFORCEMENT CAPACITY.

WHEREAS, the City Council wishes to express its admiration for the manner in which law enforcement has been administered in the City since the inception of the City's police department in 2006 and its respect for and gratitude to the officers of the Bowie Police Department for their exemplary conduct towards the City's residents and members of the public in general; and

WHEREAS, the City Council believes the BPD can serve as a model for effective and just administration of justice for law enforcement across the country; and

WHEREAS, the City Council wishes, nevertheless, to acknowledge the current environment of frustration and anger at the continuation of historic injustices and the perpetration of acts of violence by society in general and by law enforcement in particular in other jurisdictions and to take actions to help ensure that the record of the BPD for consummate professionalism and regard for the rights of all people continues in the future; and

WHEREAS, in 1619, the first Africans – seized from a captured Portuguese slave ship – reached the British colonies in Point Comfort, Virginia, near Jamestown, were sold as slaves; and

WHEREAS, in 1640, a Virginia court sentenced John Punch, an African, to a lifetime of slavery after he attempted to flee his service, marking the first legal sanctioning of slavery in the colonies; and

WHEREAS, in 1662 the Virginia royal colony approved a law stating that children born in the colony would take on the social status of their mother, which meant that children could be born into slavery, making African ancestry synonymous with institutional slavery; and

WHEREAS, in 1664, Maryland passed a law making Blacks and their children slaves for life; and

WHEREAS, at the founding of our country in 1776, slavery was legal in all 13 colonies, still represented by the 13 stripes on the American flag today, and under the law, an enslaved person was treated as property and could be bought, sold or given away; and

WHEREAS, in 1787, at the United States Constitutional Convention, delegates created the three-fifths clause, which defined how slaves would be counted when determining a state's total population and essentially rendered the worth of a slave as 3/5 of a person and;

WHEREAS, Black people were bought and sold as slave labor for nearly 250 years and suffered unspeakable acts of violence, including assault, rape, mutilation, and murder at the hands of their captors; and

WHEREAS, by the year of 1800, slaves made up fifty eight percent (58%) of the population in Prince Georges County; and

WHEREAS, in 1863, Abraham Lincoln declared slaves free with the Emancipation Proclamation, even though Prince Georges County voted against the law; however, slavery was not officially abolished in the United States until the Thirteenth Amendment to the constitution was passed in 1865; and

WHEREAS, Oden Bowie, who served as Governor of Maryland from 1869-1872, and his family were among the state's largest slaveholders and Mr. Bowie increased the number of enslaved persons that he owned when he assumed control of Fairview; and

WHEREAS, many states instituted what were known as Black Codes, or Black Laws, used to restrict the civil and political rights of newly emancipated Black Americans as well as forcing them to work for lower wages than Whites; and

WHEREAS, the Black Codes would be the first in a long line of systematic oppression instituted by whites in power, at all levels of government, to restrict the freedoms of blacks in the United States; and

WHEREAS, in 1870, the Fifteenth Amendment was ratified giving Black men the right to vote; however, they were faced with more laws and loopholes restricting them from exercising that right; and

WHEREAS, gerrymandering, poll taxes and literacy tests systematically disenfranchised Black voters who, as former slaves, had no wealth and earned lower wages than whites and had not been educated as slaves; and

WHEREAS, the Fifteenth Amendment also triggered a century of violence from radical white supremacist groups, such as the Ku Klux Klan, aimed at suppressing Black people and keeping them from exercising the right to vote or any other of their rights; and

WHEREAS, many states adopted Jim Crow laws following the end of this country's Civil War and the enactment of the Thirteen, Fourteenth, and Fifteenth Amendments: and

WHEREAS, Jim Crow laws perpetuated the racist legal and social system existing prior to the Civil War and resulted in Black people being treated as second-class citizens: and

WHEREAS, the Civil Rights Act of 1866 guaranteed equal rights under law for all people who lived within the jurisdiction of the United States; and

WHEREAS, this Country's ugly history of state-sanctioned violence against Black people persists despite the Thirteenth, Fourteenth, and Fifteenth Amendments and the

adoption of the Civil Rights Acts of 1964 and 1968; and

WHEREAS, Black people and other people of color, generally, are unfairly targeted and profiled by law enforcement throughout this country at rates beyond what can be reasonably explained; and

WHEREAS, racial profiling of Black people results in disproportionate rates of arrest, incarceration, and overall exposure to the criminal legal system for Black people, and

WHEREAS, Black people experience inequalities across many aspects of daily living including, but not limited to, housing, education, employment, and health as a result of this Country's history, laws, and law enforcement practices, which erodes the quality of life for Black people; and

WHEREAS, Black people are justifiably outraged by this country's devaluation of Black life and humanity; and

WHEREAS, approximately fifty- three and one-fifth percent (53.2%) of the residents of the City of Bowie identify as Black or African American and an additional ten percent (10%), approximately, identify as other non-White ethnicities; and

WHEREAS, these residents deserve to be treated fairly, with dignity, and to have their humanity, existence, and contributions valued; and

WHEREAS, it is indisputable that Black Lives Matter.

Section 1. NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Bowie City Council that the City Code be and hereby is amended to add Chapter 1B, “Human Rights and Dignity”, and to enact Section 1B-1, “Black Lives Matter”, to read as follows:

CHAPTER 1B. HUMAN RIGHTS AND DIGNITY

SECTION 1B-1. BLACK LIVES MATTER.

THE CITY OF BOWIE IS COMMITTED TO ENACTING POLICIES THAT UNEQUIVOCALLY DEFEND BLACK LIVES AND AIM TO UNDO THE EFFECTS OF SYSTEMIC RACISM AFFECTING BLACK PEOPLE IN THE CITY.

Section 2. BE IT FURTHER ORDAINED AND ENACTED by the Bowie City Council that the Code of the City of Bowie, Maryland, Chapter 1B, “Human Rights and Dignity”, be and hereby is amended to add Section 1B-2, “Policies promoting racial justice in the City”, to read as follows:

SECTION 1B-2. POLICIES PROMOTING RACIAL JUSTICE IN THE CITY.

A. THE CITY COUNCIL ACKNOWLEDGES THE EXEMPLARY CONDUCT OF THE MEMBERS OF THE BOWIE POLICE DEPARTMENT (“THE DEPARTMENT”), SINCE ITS INCEPTION, WITH RESPECT TO PURSUING THE DEPARTMENT’S MISSION TO MAINTAIN PEACE, SAFETY, AND GOOD ORDER IN THE CITY, IN A FAIR, JUST, AND EQUITABLE MANNER, BY ENSURING PUBLIC AWARENESS OF AND OBEDIENCE TO FEDERAL, STATE AND CITY CRIMINAL LAWS.

B. THE CITY IS COMMITTED TO CONTINUING AND EXPANDING THE JUST AND EQUAL APPLICATION OF THE LAW IN THE CITY BY :

1. EXAMINING THE BENEFIT OF ADOPTING A DISADVANTAGED BUSINESS ENTITY PROCUREMENT POLICY.
2. EXPLORING OPPORTUNITIES TO ADOPT POLICIES THAT PROMOTE EQUAL HOUSING, EDUCATION, EMPLOYMENT OPPORTUNITIES AND IMPROVE THE HEALTH AND WELL-BEING OF ALL PERSONS IN THE CITY.
3. CONTINUING TO REVIEW CITY POLICIES AND PROCEDURES, ACROSS THE CITY’S VARIOUS DEPARTMENTS, WITH INPUT FROM A DIVERSE CROSS-SECTION OF THE COMMUNITY REGARDING THEIR EXPERIENCES IN CONNECTION WITH INTERACTIONS WITH CITY GOVERNMENTAL REPRESENTATIVES AND STAFF, INCLUDING BUT NOT LIMITED TO LAW ENFORCEMENT, REPORTING FINDINGS TO THE COMMUNITY, AND SEEKING PUBLIC FEEDBACK.

4. APPOINTING A CITIZENS REVIEW BOARD TO EXAMINE CITY POLICIES, INCLUDING BUT NOT LIMITED TO LAW ENFORCEMENT POLICIES, AND TO ISSUE REPORTS AND RECOMMENDATIONS WITH RESPECT TO IMPROVING THE EQUAL PROTECTION AND ENFORCEMENT OF THE LAW AND ADVANCING OPPORTUNITIES FOR DISADVANTAGED POPULATIONS, WITH A COMMITMENT TO PROVIDING NECESSARY SPECIFIC TRAINING FOR BOARD MEMBERS IN LAW ENFORCEMENT POLICY AND PROCEDURE.
5. CONTINUING COMMUNITY POLICING AS THE STANDARD FOR THE CITY'S POLICE DEPARTMENT AND EXPLORING WHETHER ADDITIONAL REFORMS ARE NECESSARY TO ENSURE THAT OFFICERS BEHAVE IN A MANNER CONSISTENT WITH THE CITY'S VISION FOR ETHICAL AND HUMANE LAW ENFORCEMENT THAT TREATS ALL PERSONS WITH RESPECT AND DIGNITY TO THE MAXIMUM EXTENT POSSIBLE.
6. ENSURING THAT POLICE OFFICERS CONTINUE TO ADHERE TO THEIR DUTY TO INTERVENE WHEN ANOTHER POLICE OFFICER DEMONSTRATES BAD JUDGMENT OR OTHERWISE FAILS TO REPRESENT THE CORE VALUES OF THE CITY OR TO ACT IN FURTHER OF THE DEPARTMENT'S RESPONSIBILITY TO SERVE AND PROTECT AND THAT THEY ACT IN ACCORDANCE WITH SAID DUTY AT ALL TIMES.
7. CONTINUING TO REVIEW AND, WHEN NECESSARY TO REFORM, CITY POLICIES TO ENSURE THAT FORCE IS USED APPROPRIATELY AND AS INFREQUENTLY AS POSSIBLE, CONSISTENT WITH THE DEPARTMENT'S MISSION TO SERVE AND PROTECT ALL PERSONS EQUALLY.

Section 3. BE IT FURTHER ORDAINED that this Ordinance shall become effective thirty (30) days after its enactment by the Council of the City of Bowie, Maryland provided that a fair summary of this Ordinance is published at least once prior to the date of passage and at least once within ten (10) days after the date of passage in a newspaper having

general circulation in the City.

INTRODUCED by the Council of the City of Bowie, Maryland at a regular meeting on the _____ day of September, 2020.

PASSED by the Council of the City of Bowie, Maryland at a regular meeting on the _____ day of September, 2020.

Awilda Hernandez
City Clerk

By:

Timothy J. Adams, Mayor

APPROVED AS TO FORM AND SUFFICIENCY:

Elissa D. Levan, City Attorney

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Increased Crime on Lakecrest Drive and Adjacent Residential Areas

Suggested Action:

Councilmember Pope requested this item to be added to the agenda.

The motion is request increased police patrols and that a virtual meeting on safety and crime be held with area residents.

An Old Greenbelt Community Virtual Town Hall Meeting was held by the Greenbelt Police Department on September 29, 2020.

Attachments:

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Richard Bowers

Submitting Department: Greenbelt Police

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Greenbelt Dog Park Rules and Procedures/Reopening

Suggested Action:

At the Special Meeting held on September 23, 2020

Council had agreed to the following:

- The fees will be \$10.00 per household for residents of Greenbelt (no matter how many dogs) and \$30.00 per household for non-residents.
- Please use Councilmember Davis's rules for the application and applicant signature.
- Public Works would post the rules both inside and outside the park.
- Open park by Monday
- Police Department and Park Rangers would patrol and looking for the current tags.
- Council directed staff to research the camera system and not get any controlled access

Council approval is sought.

Attachments:

[Dog Park Suggested Access Systems.pdf](#)

[Dog Park Survey.pdf](#)

[Dog Park Access Control_LS Quote.pdf](#)

[Dog Park Memo.pdf](#)

[Dog Park Rules Posting.pdf](#)

[Proposed Dog Park Rules v2.pdf](#)



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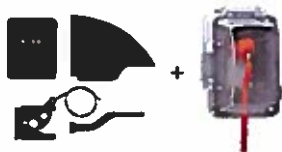
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Product Description

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Customer Q&A (42)

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- Manually locking. [M230 auto-lock](#) available
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- As with all mechanical locks allows for one user code
- Weatherproof performance
- No batteries, wires, or AC/DC needed
- Operates with simple turn of knob with long or short code of your choosing

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SHOPPING GUARANTEE

Dog Parks within 15 mile radius of the Greenbelt Dog Park

Heurich Dog Park - Hyattsville, MD :

- No fee
- Open to all
- No age requirements
- No registration needed
- No controlled access

Riverdale Dog Park - Riverdale Park, MD:

- No fee
- Open to all P.G. County residents
- Children under 5 years old are prohibited
- Registration is needed to use the park (No enforcement)
- No controlled access

College Park Dog Park at Acredale Community Park – College Park, MD:

- First dog is \$30, \$10 for additional dog(s) - (limit of 4 dogs)
- Open to all Prince Georges and Montgomery County residents
- Children under 8 years old are prohibited
- Membership needed to use the dog park
- Lock code installed on both side of entrance/exit door – Code needed to access

Bowie Dog Park – Bowie, MD:

- No fee
- Open to all
- No age requirements, although children younger than 8 are strongly discouraged
- No registration needed
- No controlled access

Dr. Bruce Morley Dog Playground – Laurel, MD

- R | \$30 per household NR | \$35 per household (Limit of 4 dogs)
- Open to all
- No age requirements
- Membership is needed to use the dog park
- Key card needed to gain access into the park

New Carrollton Dog Park – New Carrollton, MD

- No fee
- Open to all
- No age requirements
- No registration
- No controlled access



Quotation #: 12673

Opportunity#: 16044_20

Date: September 4, 2020

Opportunity Name: City of Greenbelt Police Department - Dog Park Access Control
550 Crescent Road
Greenbelt, MD 20770

Attention: Gordon Pracht

From: Mark Phelps
(410) 552-1777
mphelps@lssmd.com

LS Systems
1417 Knecht Avenue Suite 2A
Arbutus, MD 21227
www.lssmd.com

This quotation shall remain valid for thirty days from the proposal date. Price is based upon delivery of equipment within three months. LS Systems payment terms are NET 30 unless specified otherwise under this proposal.

SCOPE OF WORK

Per the request of the Greenbelt Police Department, LS Systems shall provide door equipment to secure the Dog Park located at 7300 Hanover Dr, Greenbelt, MD 20770. Two gates will have proximity controlled smart deadbolts. The lock is programmable with a timing feature and captures an audit trail of up to 1,000 events. An enrollment reader will be installed at the S2 Netbox to enroll and control access cards. A total of 100 smart cards will be supplied.

The following scope of work shall be conducted in the below designated door locations:

- Install (2) Schlage Smart Deadbolt locks
- Install (1) S2 Enrollment reader at the S2 Netbox located in the Police Building
- Provide training on the use and programming of the locks and smart cards.

****Prior to installation, City of Greenbelt will be responsible for metal fabrication on the gates for proper placement - LS Systems will provide consultation on the type and placement of the fabricated pieces.**

After installation, the system will be tested for proper functionality.



Quote Details

This quote includes

Delivery of any needed material
Applicable taxes
Training on any new equipment
Applicable operations and maintenance manuals

Security Exclusions:

Work on door hardware including but not limited to hinges, handles, locks, etc.
Work on door frame
Door re-alignment
High voltage wiring

This quote excludes the following unless noted elsewhere on the proposal

Material and Installation of Conduit, Pipe, Deck Work, Boxes and Fittings
Lifts and Hoists
Vertical Core Drilling
On-Site Lockable Storage Facility
Ceiling Tiles and Ceiling Grid Repairs
Horizontal Core Drilling
Fees associated with obtaining electronic CAD files
Permit fees
Engineer's plan review & stamping fees
Any modification to existing base building FACP or Annunciator (IF APPLICABLE)
Payment & Performance Bonds
Patching and Painting
Firestopping / Caulking (excluding existing penetrations)
Fire Watch
120VAC and Fused Disconnect Switch
Correction of Wiring Faults and field devices errors Caused by Others
Floor Coverings for Lifts and Hoists
U.L. Central Station Monitoring Services
U.L. Listing for the premise (Proposal available upon request)
Client Support Plan (Proposal available upon request)
Maintenance of proper environmental conditions for protection and operation of equipment/devices

CLARIFICATIONS AND EXCLUSIONS

- This quote is based on all wiring being free of ground faults, shorts or any other problematic conditions that may arise due to wiring. This MUST be confirmed in writing before LS Systems arrives on site for any tie in, programming, or testing.
- LS Systems assumes absolutely no responsibility for the isolation or correction of wiring faults, such as opens, shorts, grounds, incorrect EOL, resistor values, pinched or broken wire/conductors etc.
- **Installed equipment will be properly protected by others**
- **Maintenance of proper environmental conditions for provided equipment will be provided by others**
- Twenty Five percent (25%) of the proposed sell price shall be payable to LS Systems for project mobilization. Mobilization shall be invoiced and due upon customer acceptance of this proposal.
- Anything in the Contract Documents notwithstanding, in no event shall either Contractor or Subcontractor be liable for special, indirect, incidental or consequential damages, including commercial loss, loss of use, or lost profits, even if either party has been advised of the possibility of such damages.



- LS Systems reserves the right to negotiate mutually acceptable contract terms and conditions with customer by making mutually agreeable changes to the formal contract included in the Bid Documents.
- Submittal Packages (CAD engineered drawings and equipment submittal books) with require a minimum of 15 business days for completion depending on the size of the project (size to be determined prior to acceptance). Any special requests outside of these parameters will be accommodated based on availability at additional costs.
- Any revisions or alteration to the submitted drawings or submittal package will result in additional charges for engineering/re-engineering, re-printing and re-submitting (If the submittal package requires special NICET, UL, FPE or licensing – additional cost will be incurred)
- Any returned material **MUST** be in brand new re-sellable condition. Any items that are opened or not in their original packaging are not returnable. All items that are returned for credit are subject to a 50% restocking charge
- All invoice terms are Net 30 calendar days unless specifically noted elsewhere. We do not operate on a “paid when paid” basis. This proposal is based strictly on a Net 30 payment basis.
- LS Systems requires that all project invoices be paid to 90% prior to the project’s substantial completion.
- Warranty service is based on standard working hours 6:00am – 3:30pm Monday through Friday (excluding holidays). Warranty service after standard working hours will be provided on an overtime basis (Saturdays and Sundays are time plus half, holidays are double-time).
- Any and all equipment will require a minimum of ten business days for delivery after we receive a written release from the customer. Any special requests for delivery outside of these parameters will be accommodated based on availability at additional costs if required.
- Unless noted under “performance items” this proposal assumes that all conduit, raceway and wiring will be provided and installed by a qualified electrical contractor who is familiar with low voltage wiring and is comfortable using tools and techniques that may be required to isolate and correct wiring faults in regards to low voltage wiring.
- Additional work beyond the scope provided herein will require a signed change order prior to the project commencing in regards to LS Systems

PROJECT INVESTMENT

Price: \$6,900.00 (Six Thousand Nine Hundred Dollars)

Thank you for considering LS Systems If you have any questions or would like additional information, please don’t hesitate to contact me immediately. If you like to proceed with the scope of work as outlined in this proposal, please sign below and email/fax directly to our office.

Sincerely,

Mark Phelps

By signing below, I accept this proposal and agree to the Terms and Conditions contained herein.

Authorized Agent or Representative (Print)

Purchase Order / Job Number

Authorized Agent or Representative (Sign)

Date



TERMS AND CONDITIONS

Throughout this Installation Proposal, the term "LSS" refers to the LS Systems operating in the state/province in which the work is being performed.

SECTION 1. THE WORK

This Installation Proposal takes precedence over and supersedes any and all prior proposals, correspondence, and oral agreements or representations relating to the work set forth in the attached scope of work ("Work"). This Installation Proposal commences on the Signed Date as specified in the attached scope of work, and represents the entire agreement between LSS and Customer (the "Agreement") and it may only be amended by a written document signed by both LSS and Customer. In the event any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall remain in full force.

LSS agrees in accordance with the mutually agreed project schedule:

- a. To submit shop drawings, product data, samples and similar submittals if required in performing the Work,
- b. To pay for all labor, materials, equipment, tools, supervision, programming, testing, startup and documentation required to perform the Work in accordance with the Agreement,
- c. Hire subcontractors and order material to perform part of the Work, if necessary, while remaining responsible for the completion of the Work.

Customer agrees in accordance with the mutually agreed project schedule, and at no cost to LSS:

- a. To promptly approve submittals provided by LSS,
- b. To provide access to all areas of the facility which are necessary to complete the Work,
- c. To supply suitable electrical service as required by LSS, and
- d. That in the event of any emergency or systems failure, reasonable safety precautions will be taken by Customer to protect life and property during the period of time from when LSS is first notified of the emergency or failure and until such time that LSS notifies the Customer that the systems are operational or that the emergency has cleared.

SECTION 2. PRICING

Pricing and amounts proposed shall remain in valid for 30 days unless otherwise specified. Price includes only the material listed based on LSS's interpretation of plans and specifications unless noted otherwise. Additional equipment, unless negotiated prior to order placement, will be billed accordingly. Sales taxes, and any other taxes assessed on Customer shall be added to the price upon invoice to Customer.

SECTION 3. INVOICE REMITTANCE AND PAYMENT

Customer agrees to pay LSS twenty-five (25%) percent of the total price as a mobilization fee at the time of executing this Agreement.

If the Work is performed over more than a month, LSS will invoice Customer each month for the Work performed during the previous month.

Customer agrees to pay the amount due to LSS as invoiced, within thirty (30) days of the date of such invoice. If the Work is completed in less than one month, Customer agrees to pay LSS in full after the Work has been performed within thirty (30) days of the date of being invoiced.

Invoices shall not include or be subject to a project retention percentage. If Customer is overdue in any payment to LSS, LSS shall be entitled to suspend the work until paid, and charge Customer an interest rate of 1 and 1/2% percent per month, (or the maximum rate permitted by law), and may avail itself of any other legal or equitable remedy. Customer shall reimburse LSS costs incurred in collecting any amounts that become overdue, including attorney fees, court costs and any other reasonable expenditure.

SECTION 4. WARRANTY

LSS provides the following warranty to the Customer:

For the period of one (1) year, commencing at the earlier of substantial completion of the Work, or first beneficial use, ("Warranty Period"):

- a. That Work performed under this Agreement will be of good quality;
- b. That all equipment will be new unless otherwise required or permitted by this Agreement,
- c. That the Work will be free from defects not inherent in the quality required or permitted, and
- d. That the Work will conform to the requirements of this Agreement.

The Customer's sole remedy for any breach of this warranty is that LSS shall remove, replace and/or repair at its own expense any defective or improper Work, discovered within the Warranty Period, provided LSS is notified in writing of any defect within the Warranty Period.

Any equipment or products installed by LSS in the course of performing the Work hereunder shall only carry such warranty as is provided by the manufacturer thereof, which LSS hereby assigns to Customer without recourse to LSS. Upon request of Customer, LSS will use all reasonable efforts to assist Customer in enforcing any such third party warranties. This warranty excludes remedy for damage or defect caused by abuse, modifications not executed by LSS, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. NO FURTHER WARRANTIES OR GUARANTIES, EXPRESS OR IMPLIED, ARE MADE WITH RESPECT TO ANY GOODS OR SERVICES PROVIDED UNDER THIS AGREEMENT, AND ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY DISCLAIMED.

SECTION 5. CHANGES

Without invalidating this Agreement or any bond given hereunder, Customer or LSS may request changes in the Work. Any changes to the Work and any adjustment to the Agreement Price or the time for completion of the Work; shall be in writing signed by both Customer and LSS. If Customer orders any additional work or causes any material interference with LSS's performance of the Work, LSS shall be entitled to an equitable adjustment in the time for performance and in the Agreement Price, including a reasonable allowance for overhead and profit.

SECTION 6. FORCE MAJEURE

Neither Customer nor LSS shall be responsible or liable for, shall incur expense for, or be deemed to be in breach of this Agreement because of any delay in the performance of their respective obligations pursuant to this Agreement due solely to circumstances beyond their reasonable control ("Force Majeure") and without the fault or negligence of the party experiencing such delay, provided that the party experiencing the delay shall promptly give written notification to the other party within five (5) days after such party has learned of the Force Majeure. A Force Majeure event shall include, but not be limited to accident, fire, storm, water, flooding, negligence, vandalism, power failure, installation of incompatible equipment, improper operating procedures, source current fluctuations or lighting. If performance by either party is delayed due to Force



Majeure, the time for that performance shall be extended for a period of time reasonably necessary to overcome the effect of the delay. Any Services required by LSS due to reasons set forth in this Force Majeure Section shall be charged to Customer in addition to any amounts due under this Agreement.

SECTION 7. INSURANCE

LSS shall have the following insurance coverage during the term of this Agreement, and shall provide certificates of insurance to the Customer prior to beginning work hereunder:

Worker's Compensation Employers Liability Commercial General Liability

Statutory Limits

\$1,000,000 per occurrence/aggregate

\$1,000,000 per occurrence/aggregate

\$2,000,000 general aggregate

Automobile Liability

\$1,000,000 per occurrence/aggregate

Excess/Umbrella Liability

\$4,000,000 per occurrence/aggregate

All insurance policies carried by LSS hereunder shall be primary to and noncontributory with the insurance afforded to Customer, and shall name the Customer as "additional insured", with respect to liability arising out of work performed by LSS, as applicable, but only to the extent of liabilities falling within the indemnity obligations of LSS, pursuant to the terms of this Agreement LSS shall provide to the Customer no less than thirty (30) days notice prior to the termination or cancellation of any such insurance policy

SECTION 8. INDEMNIFICATION

LSS shall indemnify and hold Customer harmless from and against claims, damages, losses and expenses, (including, but not limited to, reasonable attorney's fees), attributable to bodily injury, sickness, disease or death, or to destruction of tangible property, but only to the extent caused by: a) the negligent or willful acts or omissions of LSS or LSS's employees or subcontractors while on Customer's site, or b) the malfunction of the equipment supplied by LSS, or c) LSS breach of this Agreement.

IN NO EVENT SHALL EITHER LSS OR CUSTOMER BE LIABLE TO THE OTHER PARTY HERETO FOR SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING COMMERCIAL LOSS, LOSS OF USE OR LOST PROFITS, EVEN IF THAT PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL LSS BE LIABLE TO CUSTOMER FOR ANY AMOUNTS IN EXCESS OF THE AMOUNTS PAID BY CUSTOMER TO LSS.

It is understood and agreed by the parties hereto that LSS is or may be providing monitoring and or intrusion products which are designed to provide notification of certain events but are not intended to be guarantees or insurers against any acts for which they are supposed to monitor or inform. As required by the monitoring and intrusion industry and the manufacturers thereof, LSS indemnification obligation pursuant to Section 8 herein, does not apply to the extent the loss indemnified against is caused by any monitoring or intrusion product or software provided by but not manufactured by LSS. LSS shall have **no** liability to Customer for any losses to the extent such losses are caused by the monitoring or Intrusion product or software. Customer shall indemnify, defend, and hold harmless LSS from and against all claims, lawsuits, damages, losses and expenses by persons not a party to this Agreement, but only to the extent caused by such monitoring or intrusion product or software provided by but not manufactured by LSS.

SECTION 9. COMPLIANCE WITH LAW, EEO & SAFETY

This Agreement shall be governed and construed in accordance with the laws of the state/province which the Work is being performed. LSS agrees to comply with all laws and regulations relating to or governing the Work. LSS agrees to comply with all reporting requirements imposed by law or this Agreement. LSS shall comply with all safety related laws and regulations and with the safety program of the Customer, provided such program is supplied to LSS prior to beginning work.

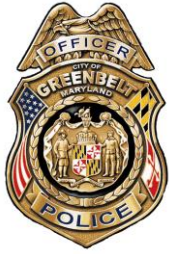
In the event that LSS discovers or suspects the presence of hazardous materials, or unsafe working conditions at Customer's facility where the Work is to be performed, LSS is entitled to stop the Work at that facility if such hazardous material, or unsafe working conditions were not provided by or caused by LSS. LSS in its sole discretion shall determine when it is "safe" to return to perform the Work at Customer's facility. LSS shall have no responsibility for the discovery, presence, handling, removing or disposal of or exposure of persons to hazardous materials in any form at the Customer's facility. Customer shall indemnify and hold harmless LSS from and against claims, damages, losses and expenses, including but not limited to, reasonable attorney fees, arising out of or resulting from undisclosed hazardous materials, or unsafe working conditions at Customer's facility.

SECTION 10. DISPUTES

In the event of any dispute between LSS and Customer, LSS and Customer shall first attempt to resolve the dispute in the field, but if that is not successful, then in a meeting between authorized officers of each company. If settlement attempts are not successful, then the dispute shall be subject to and decided by mediation or arbitration. Such mediation or arbitration shall be conducted in accordance with the Construction Industry Mediation or Arbitration Rules of the American Arbitration Association currently in effect and shall be a final binding resolution of the issues presented between the parties.

SECTION 11. MISCELLANEOUS

Neither party to this Agreement shall assign this Agreement without the prior written consent of the other party hereto. LSS may assign this Agreement to any of its parents, subsidiary or affiliated companies or any entity majority owned by LSS. Notices shall be in writing and addressed to the other party, in accordance with the names and addresses of the parties as shown above. All notices shall be effective upon receipt by the party to whom the notice was sent. A waiver of the terms hereunder by one party to the other party shall not be effective unless in writing and signed by a person with authority to commit the Customer or LSS and delivered to the non-waiving party according to the notice provision herein. No waiver by Customer or LSS shall operate as a continuous waiver, unless the written waiver specifically states that it is a continuous waiver of the terms stated in that waiver. The Sections regarding invoicing, warranty and indemnity shall survive the termination of this Agreement.



City of Greenbelt

Police Department

Captain Gordon Pracht

550 Crescent Road

Greenbelt Maryland 20770

(240) 542-2139

To: City Council via Richard Bowers, Nicole Ard

From: Captain Gordon Pracht

Date: 09/15/2020

Re: Greenbelt Dog Park Rules and Procedures/Reopening

Chief,

After the last work session on this topic, staff has gathered more information on this topic to support staff recommendations. Please find the attached information for reference:

- A) Results of an unofficial survey of dog parks within a 15 mile radius of the City of Greenbelt.**
- B) Proposed rules for posting at the dog park.**
- C) Proposed rules for signature by applicants for the dog park.**
- D) Quote for controlled access to the dog park from LS Systems (current City vendor for security access at Police Department and City Offices).**
- E) Staff Suggested ideas on controlled access solutions.**

Based on the information and Council input from the work session, below are staff recommendations concerning use and opening of the dog park.

- 1) Staff recommends that all owners using the dog park be required to apply annually. This renewal will verify shot records and other vital information to ensure the safety of dog park users.**
- 2) Staff recommends that at each renewal a different colored tag be issued to the owner and displayed on pets when using the dog park.**
- 3) Staff recommends a \$10.00 dollar application/renewal fee for all residents of the City of Greenbelt and a \$30.00 application/renewal fee for all non-residents.**

- 4) Staff recommends a less costly solution to the controlled access system quoted. A push combination lock has worked for local dog parks and they have no issues with emergency exiting. Attached are two possible, staff recommended, solutions.
- 5) Staff recommends adopting the proposed rules for use of the dog park. The longer written rules would be used for applications and distribution to the owners. The shorter, colored rules would be used for posting at the park and provide a link for information on the dog park and use.

Captain G. Pracht



City of Greenbelt

DOG PARK RULES

Hours of Operation: Dawn until Dusk

- All children must be supervised
- All dogs are required to wear a dog park permit tag
- No more than 2 dogs per handler are allowed

- **Strictly Prohibited:**

NO dogs in heat

NO aggressive dogs

NO smoking or drinking

NO glass containers

NO food/dog treats

NO dogs younger than four months

NO sick/injured dogs

NO dogs should be left unattended at the dog park

NO business use of the dog park (professional dog trainers)

- **Owners/Handlers MUST:**

Remain with their dog(s) at all times

Maintain control of their dog(s)

Disclose with other dog owners present at the park about their unaltered dog(s)

Clean up and dispose of any trash/feces

Stop their dog(s) from digging holes in the park and immediately fill any holes dug

Keep leashes in hand at all times (no pinch collars are permitted)

Leash their dog(s) before leaving the dog park

Treat all dogs humanely

- **Violators of rules for use of the park are subject to removal from the park, suspension or revocation of dog park permit(s), and issuance of municipal infractions**

The City of Greenbelt is not responsible for injuries to dogs, their owners/handlers, or others that use the Dog Park. This area is for dogs and their owners/handlers only. The City is also not responsible for loss or theft of or damage to personal property. Users of the dog park are responsible for all damages made to City property.

***Please report any violators to Greenbelt Animal Control at 301-474-6124.
Call the Greenbelt Police emergency number at 301-474-5454 or 911 for life threaten
situations only.***

To obtain a Dog Park Permit please contact Animal Control at 301-474-6124 or via email at animalcontrol@greenbeltmd.gov . You may also obtain more information for a Dog Park Permit by visiting <https://www.greenbeltmd.gov/i-want-to/sign-up>

Proposed Dog Park Rules

Persons who choose to use the Dog Park as a condition of use agree to the following rules:

Hours of Operation: Dawn until Dusk

1. Use of the dog park is done at your own risk. The dog park is only for the use and enjoyment of dogs and their owners. Recreational use by others is not permitted. Professional dog trainers may not use this facility in the conduct of their business.
2. Users must have a valid city dog park permit, visible while using the dog park. Dogs must be current on Rabies and Distemper vaccines and be deemed healthy by a licensed veterinarian.
3. All children must be supervised. Children under 8 years of age are strongly discouraged from being in the dog park.
4. Owners/handlers must maintain control of their dog(s) and are responsible for damage or injury inflicted by their dog(s). Owners must stop their dog(s) from digging holes and immediately fill any holes dug.
5. Owners/handlers must remain inside, with leash, within view and voice control of their dog(s) at all times. Pinch collars are not permitted. Dogs must be leashed before leaving the dog park.
6. Owners of unaltered dogs (not spayed or neutered) should disclose this to the other owners present. Dogs that are in heat are not permitted.
7. Sick, injured or dogs with fresh wounds are not permitted.
8. Dogs showing aggressiveness towards people or other dogs must be immediately leashed and removed from the dog park. Excessive barking or other noise should be humanely stopped by the owner.
9. No more than two dogs per owner/handler are allowed in the dog park at once.
10. Puppies must be at least 4 months old with current vaccinations.
11. Owners must clean up and properly dispose of feces and any trash/destroyed toys deposited by their dog(s).
12. No smoking or eating in the dog park. No glass containers are permitted.
13. Violators of these rules are subject to removal from the facility, suspension or revocation of their dog park permit, and issuance of municipal infractions

The City of Greenbelt is not responsible for injuries to dogs, their owners/handlers, or others that use the Dog Park. This area is for dogs and their handlers/owners only. The City is also not responsible for loss or theft of or damage to personal property. Users of the dog park are responsible for all damages made to City property.

Animal Control number - (301)-474-6124

Police non-emergency number - (301) 474-7200

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* Reappointments to Advisory Boards

Suggested Action:

Reference: Survey

Isiah Horton has indicated his willingness to continue to serve on the Ethic Commission (EC). Approval of this item on the consent agenda will indicate Council's intent to appoint him to a new term.

Attachments:

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: MEETINGS

Subject:

Meetings

Suggested Action:

Attachments:

[meetings.pdf](#)

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

10/2/2020 12:26 PM



City Council Meetings & Work Sessions October

Regular Meeting, (Virtual)	Mon.	10/05	8:00 pm
MML Fall Conference, (Virtual)	Thurs. – Fri.	10/8-10/09	
No Meeting	Wed.	10/07	
Regular Meeting, (Virtual)	Mon.	10/12	8:00 pm
Work Session – TBD, (Virtual)	Wed.	10/14	8:00 pm
Work Session – GHI Board of Directors (stakeholders), (Virtual)	Mon.	10/19	8:00 pm
Work Session – Greenbelt Road Task Force, (Virtual)	Wed.	10/21	8:00 pm
Regular Meeting, (Virtual)	Mon.	10/26	8:00 pm
Work Session – State Highway Administration (stakeholder), (Virtual)	Wed.	10/28	8:00 pm
Four Cities Meeting, New Carrollton Host City, (Virtual)	Tues.	10/29	7:30 pm

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

This schedule is subject to change. For confirmation, call 301-474-8000. Regular and Special meetings and Work Sessions are open to the public. If special accommodations are required for any disabled person, please call 301-474-8000 or 301-474-3870 no later than 10 a.m. on the meeting day. Deaf individuals are advised to use MD RELAY at 711 or e-mail banderson@greenbeltmd.gov to reach the City Clerk. Due to the COVID-19 precautions, the Council Meetings will be held online and is planned to be cablecast on Verizon 21, Comcast 71, and 996 and streamed to www.greenbeltmd.gov/municipalTV. Unless otherwise noted, Council meetings will be virtually by zoom. Zoom meeting information for public participation is posted on the City's website at www.greenbeltmd.gov on the meetings calendar.

Bonita Anderson, City Clerk

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

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

MD RELAY 711

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

10/2/2020 12:26 PM

Ready to be scheduled:

BARC/BEP Meeting (include: Beltsville &
Vansville Associations, FAR-B, Congressman
Hoyer, etc.)
MARC Train Service/ MDOT
GHI – NCOZ/Arts & Entertainment District
Potential Bond Referendum/Capital Financing
Cemetery Plans
Forest Preserve/Community Gardens (Jan. 2021)
WSSC
Teleconferencing
Pepco
University of Maryland (Spring 2021)
Bernard Penney (Memorial Donation in honor of
Leonie Penney)
Greenbelt Fair and Just Policing Act of 2020
Juneteenth
Collective Bargaining Process (Fall 2020)
County Executive Alsobrooks
Parke Crescent Apartment Complex

For later scheduling:

Zoning Enforcement
Parkway Apartment Owners/GHI (parking)
Northway Fields Master Plan
City Manager Updates (Jan, Pre-budget; July &
Sept/Oct)
Meeting with County on Transportation Plan
Hotels
Department of Permitting, Inspections &
Enforcement (DPIE)
Museum Plan
Apartments

City Council Agenda Item Report

Meeting Date: October 5, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: MEETINGS

Subject:

Stakeholders

Suggested Action:

Attachments:

[Stakeholder Schedule.pdf](#)

Annual														
Advisory Group Chairs	3/16	2/17	7/18	7/19	6/20									
Franklin Park at Greenbelt Station Mgmt.	8/16	11/17	12/18	12/19										
Greenbelt East Advisory Coalition	3/16	7/17	3/19	6/20										
Greenbelt Homes, Inc.	6/16	7/17	7/18	7/19										
Greenbelt Station	8/19	12/19	8/20											
County Executive/ County Council	12/13	9/16	1/19	8/20										
Biennial														
Roosevelt Center Merchants	11/16	1/18	1/20											
Beltsville Ag. Research Center/ NPS Greenbelt Park	03/14	7/16	8/18											
	7/15	1/18	1/20											
Beltway Plaza	9/14	3/17	9/20											
Greenway Center	7/14	12/16	2/19											
Civic Associations	8/14	2/18	8/20											
NASA/GSFC	3/15	3/17	9/19											
PG Co. Economic Development Corp.	8/14	4/17	7/19											
School Board	2/16	5/17	10/18	3/19	9/20									
State Highway Administration	6/15	10/17												
Every Three Years														
Apartments	2/18													
Religious/Spiritual Organizations	3/13	6/15	6/19											
Greenbelt Watershed Groups	8/14	10/16	10/19											
Hotels														
University of Maryland	3/13	4/15												
Every Three Years or Major Issue														
Comcast	9/13	11/17												
Verizon	2/20													
PEPCO	9/14	1/17												
WSSC	12/12	9/16												
WGL														
Capital Office Park	12/12	1/16	9/19											
Other Business Parks:														
Maryland Trade Center														
Golden Triangle														
Hanover Parkway														
Belle Point														
Edmonston Road														
Hanover Parkway														

WMATA/PGDPW&T (Semi-Annual)	11/16	9/17	11/18	1/20										
Other/As Needed														
M-NCPPC/Planning Board (Major Issue)	6/06	7/14	10/19											
Business Coffee (Every Four Months)	10/17	2/18	8/18	11/18	2/19	5/19	8/19	12/19	3/20	8/20				
State's Attorney (4 years)	2/11	4/15	9/19											
Roosevelt Center Owner	9/15	8/20												

(Rev. September 18, 2020)