



CITY COUNCIL AGENDA
COUNCIL MEETING WILL BE ONLINE ONLY

Due to the COVID-19 precautions, the Council Meeting 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 Zoom Meeting

[https://us02web.zoom.us/j/81764719361?](https://us02web.zoom.us/j/81764719361?pwd=Q0FzWWE2YTNiay92ODJLUkM5c2dYZz09)

[pwd=Q0FzWWE2YTNiay92ODJLUkM5c2dYZz09](https://us02web.zoom.us/j/81764719361?pwd=Q0FzWWE2YTNiay92ODJLUkM5c2dYZz09)

OR

Join By phone: (301) 715-8592

Meeting ID: 817 6471 9361

Passcode: 081255

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

Monday, September 13, 2021
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 Council and Staff Recommendations (Items on the Consent Agenda [marked by *] will be approved as recommended by Council and

Staff, subject to removal from the Consent Agenda by Council.)

5. Approval of Agenda and Additions

II. COMMUNICATIONS

6. Presentations

6a. Public Lands Day Proclamation

Suggested Action:

National Public Lands Day is the nation's largest hands-on volunteer effort to improve and enhance public lands. Brian Townsend, Assistant Public Works Director, will be present to receive the proclamation and provide an update on this event.

[Public Lands DayProclamation2021.pdf](#)

6b. National Hispanic Heritage Month Proclamation

Suggested Action:

Mayor Byrd will present a proclamation in recognition of National Hispanic Heritage Month which is celebrated September 15 - October 15.

[National Hispanic Heritage Month21.pdf](#)

7. Petitions and Requests

*8. * Minutes

Suggested Action:

Work Session - September 02, 2020

Work Session - September 09, 2020

Work Session - September 16, 2020

Work Session - October 14, 2020

Work Session - October 21, 2020

Work Session - November 04, 2020

Work Session - November 18, 2020

[WS200902.pdf](#)

[WS200909.pdf](#)

[WS200916.pdf](#)

[WS201014.pdf](#)

[WS201021.pdf](#)

[WS201104.pdf](#)

[WS201118.pdf](#)

9. Administrative Reports

*10 * Committee Reports

10a. PSAC Report on Police Reform Procedures of Greenbelt Police Department

Suggested Action:

It is recommended that Council accept this report.

[Follow-up Report to May 5, 2021 PSAC Report and July 14 Council Work Session 9_7_21.pdf](#)

10b. APB Report 2021-03: Request for Lakeside Drive Traffic Study

Suggested Action:

It is recommended Council accept this report. This item appears later on this evening's consent agenda for Council action.

[APB Report 2021-03_Request for Lakeside Drive Traffic Study.pdf](#)

III. LEGISLATION

IV. OTHER BUSINESS

11. Forest Preserve Report #2020-02 (Adding Greenbriar Park to the Forest Preserve)

Suggested Action:

Reference: FPAB Report to Council 2020-03 - Add Greenbriar Park to Forest Preserve

At the August 16 Council Work Session, the Forest Preserve Advisory Board presented to Council their recommendation to transfer Greenbelt Park into the Forest Preserve.

The Forest Preserve Advisory Board reviewed the forested city property in Greenbelt East and proposed adding an existing city park, Greenbriar Park, as a new tract in the Forest Preserve. This parcel was rejected for various reasons when the Preserve was first established, but the board felt that after 15 years, a review was needed.

Greenbriar Park should be permanently protected by being added as a new tract in the Forest Preserve. Greenbriar Park is a special patch of forest in Greenbelt. It has been continuously forested since the founding of Greenbelt and is a healthy forest

with high plant diversity and an interesting mix of plants and habitats, including uncommon and rare plant and plant varieties.

Council approval is sought.

[FPAB_Report_to_Council_2020-03_Add_Greenbriar_Park_Preserve.pdf](#)

12. Forest Preserve Advisory Board Report #2021-02 (Interim Piloting of Trail Management Activities in the Greenbelt City Forest Preserve)

Suggested Action:

Reference:

At the Work Session on August 23, 2021, Greenbelt City Council members requested additional information on the planned pilot activities. This supplemental note, prepared by FPAB member Bryan Bruns, describes maintenance activities for the trail sections proposed for the pilot. A draft of this note was circulated for comment by FPAB members, however, this note has not been reviewed or approved at a formal FPAB meeting. Figure 1 shows types of problems and planned maintenance options, including approximate locations as indicated by numbers on the map, which are then discussed for different sections of trail.

[Trail pilot description210909.pdf](#)

13. Davenport - Proposed Financial Policies Adopted by Council

Suggested Action:

Reference:

Memorandum, B. Gaymon, 09/09/2021

City of Greenbelt - Financial Policies from Davenport to Council

The City of Greenbelt engaged Davenport & Company LLC to complete a comprehensive review of the City's financial status and debt profile. In May 2021, Davenport made their first presentation to Council on the topic of financing strategies that could fund all or a portion of upcoming capital needs. The Davenport presentation also included other objectives including 1) providing the City with a perspective of its economic and demographic profile, as well as its financial and debt position; 2) reviewing the City's long-term capital needs, and potential methods for addressing them; 3) suggesting possible actions or strategies the City might employ

to improve its credit rating profile were the City to consider issuing rated bonds; and 4) providing recommendations on possible next steps. Council expressed some interest in learning more about possible funding opportunities and expressed their desire to continue conversations on the other recommended objectives. With this, Davenport agreed to prepare a schedule of working groups to continue discussions over the next six months.

The first working group was held on August 11th to discuss Davenport's recommended reserve and debt policies. A discussion was held allowing all Council questions to be answered by Davenport.

The final version of financial policies are presented for Council adoption.

Council approval is sought.

[Memorandum, B. Gaymon, 09/09/2021.pdf](#)

[City of Greenbelt - Financial Policies from Davenport to Council for 9-13-2021 Meeting.pdf](#)

14. Food Trucks in Greenbelt

Suggested Action:

Mayor Byrd requested this item to be added to the agenda.

The motion is to direct staff to:

- Establish a weekly food truck night at a City park (with some being at Schrom Hills Park and some being at Buddy Attick Lake Park); and
- Coordinate on and facilitate including food trucks as part of upcoming major City events, including (but not necessarily limited to):
 - 4th of July
 - Black History Month
 - Fall Fest
 - Annual Egg Hunt
 - Greenbelt Day Weekend
 - Gobble Wobble
 - Winter Lights Festival (formerly Festival of Lights)

[Food Truck Event Memo.pdf](#)

15. Extend Noise Ordinance Hours for Roosevelt Center

Suggested Action:

Mayor Byrd requested this item be added to the agenda to request that the City extend the New Deal Cafe's Blues Festival permit one hour later to 10pm on September 25th.

16. American Rescue Act Plan Immediate Spending

Suggested Action:

Reference: Memorandum, N. Ard, 09/19/2021

Based on the discussion at the August 30, 2021 Council Work Session, staff has revised the American Rescue Plan Act (ARPA) Immediate Funding Plan, presented below. As laid out in the pages that follow, the recommended funding level for the Immediate Funding Plan has been increased to accommodate assistance to homeowners as well as to provide contract-employee assistance in processing the expected volume of applications.

To this end, staff is recommending that Council set aside \$1.6M to be allocated over the next four (4) months to provided assistance to residents, businesses and other Greenbelt-located or serving entities in need. This amount reflects a small overall share of the City's ARPA funds, approximately 7%, but will provide important urgent and meaningful assistance.

The funds would be divided with \$500,000 being allocated for resident rental assistance programs, \$500,000 being allocated for business assistance programs and \$500,000 allocated for mortgage/HOA fee assistance. The remaining \$100,000 will provide immediate assistance to non-profits (including food banks) and will fund two (2) contract employees that will assist CARES and Economic Development in rapidly reviewing and processing the assistance applications and delivering funds to those in need. The City recognizes that there are other sources of relief funding, such as the County rental relief program. Residents and businesses may choose to seek those resources instead of City funds. City and County staff will continue to coordinate awards to avoid duplication.

Staff is requesting that Council review and approve the ARPA Immediate Funding Plan and allocate \$1.6M in ARPA funds to carry out the programs and activities described in the attached memorandum.

[Memorandum, N. Ard, 09/19/2021.pdf](#)

17. Proposed Greenbelt West Park Referendum

Suggested Action:

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

18. Police Reform

Suggested Action:

Reference: Police Reform Policy

Mayor Byrd requested this item to be added to the agenda.

[Police reform policy related motion -- Byrd -- 9-8-2021 \(3\).pdf](#)

[Memorandum.R. Bowers.09.10.2021.pdf](#)

19. Eviction Notices

Suggested Action:

Mayor Byrd requested this item to be added to the agenda.

The motion is to have the City Solicitor draft legislation that would require landlords to provide the City Planning and Community Development Department with notice whenever they file an eviction action against a Greenbelt resident in court.

20. Campaign Signs on Public Property

Suggested Action:

Reference: Memorandum, B. Anderson, 09/09/2021

The City Council, in 1991, established nine sites on public property throughout the City where election signs could be placed. At that time, candidates entered into a voluntary agreement not to place campaign signs in residential yards. Council has voted to continue the program through all subsequent City Council elections. At Council direction in 2019, the number of sites was expanded to 16.

The fee for participation in the campaign sign placement is \$75 to help defray the costs of staff time and materials.

Included in Council's packet is a memo from the City Clerk listing the sites proposed for 2021. Council direction is sought regarding continuing this program for the 2021 election.

[Memorandum, B. Anderson, 09/09/2021.pdf](#)

21. Council Activities

22. Council Reports

*23. APB Report 2021-03: Request for Lakeside Drive Traffic Study

Suggested Action:

Reference: APB Report 2021-03: Request for Lakeside Drive Traffic Study

In response to several recent serious car accidents on Lakeside Drive, and concerns related to pedestrian safety and excessive vehicular speed, the Advisory Planning Board voted 5-0 at the September 1, 2021, meeting to request City Council direct Planning & Community Development staff to conduct a traffic and pedestrian study on Lakeside Drive, to include a review of options for reducing the speed limit, installing speed reduction measures (e.g. stop signs at intersections, speed humps/bumps, rumble strips), and the feasibility of installing sidewalks to reduce pedestrian use of the roadway along Lakeside Drive. Staff notes that the study of speed limit reduction would need to be carried out by a professional traffic engineer. Staff recommends Council direct Staff to conduct a traffic study on Lakeside Drive to address recent concerns about speeding and traffic safety.

It is recommended that Council accept this report and to direct staff to undertake a Lakeside Drive Traffic Study.

[APB_Report_2021-03_Request_for_Lakeside_Drive_Traffic_Study.pdf](#)

*24. * Reappointment to Advisory Boards

Suggested Action:

Reference: Reappointment Survey

Lawrence Hilliard has indicated his willingness to continue to serve on the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES).

Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Hilliard to a new term.

*25. * Resignation from Advisory Groups

Suggested Action:

Reference: Email - C. Brannan
Email - L. Park

Catherina Brannan has submitted her resignation from the Senior Citizen Advisory Committee (SCAC).

Jon Gardner has submitted his resignation from the Advisory Committee on Education (AC).

Approval of this item on the consent agenda will indicate Council's intent to accept their resignation with regret.

*26. * Appointment to Advisory Board

Suggested Action:

Reference: Application and Signed Code of Conduct

On May 10, 2021, Council interviewed Ms. Beth Novick for appointment to the Forest Preserve Advisory Board.

Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Novick to the Forester Preserve Advisory Board.

V. MEETINGS

Meetings

Suggested Action:

[meetings.pdf](#)

Stakeholders

[Stakeholder Schedule.pdf](#)

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Brian Townsend

Submitting Department: Public Works

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

Public Lands Day Proclamation

Suggested Action:

National Public Lands Day is the nation's largest hands-on volunteer effort to improve and enhance public lands. Brian Townsend, Assistant Public Works Director, will be present to receive the proclamation and provide an update on this event.

Attachments:

[Public Lands DayProclamation2021.pdf](#)

PROCLAMATION

WHEREAS, National Public Lands Day was introduced in 1984 and is the largest, single-day volunteer event for public lands in the United States; and

WHEREAS, our public lands provide accessible natural and cultural resources for environmental learning, wildlife appreciation and recreation; and

WHEREAS, public lands promote civic ideals such as shared stewardship and recognition of the importance of public ownership; and

WHEREAS, shared stewardship requires the goodwill, cooperation and active support of residents - young and old, elected officials, business and other community leaders, and

WHEREAS, recreation opportunities in Greenbelt offered on public lands help families lead active lifestyles and reduce the incidence of obesity; and

WHEREAS, land conservation efforts improve access to public lands in urban areas and reduce barriers that prevent residents from utilizing their public lands; and

WHEREAS, an alliance between private residents, land managers and community leaders improves the condition of publicly held lands for the greater enjoyment and enrichment of all; and

WHEREAS, National Public Lands Day, co-sponsored by the National Environmental Education Foundation, the Bureau of Land Management, the Bureau of Reclamation, the Department of Defense, the Environmental Protection Agency, the National Park Service, U.S. Army Corps of Engineers, the U.S. Fish and Wildlife Service and the United States Department of Agriculture Forest Service, is an anticipated event each year for local participation on publicly held lands in Greenbelt.

NOW, THEREFORE, I, Colin A. Byrd, by the authority vested in me by the residents and City Council of Greenbelt, do hereby honor Saturday, September 25, 2021, to be recognized as

PUBLIC LANDS DAY

in Greenbelt and express gratitude to our residents who support and participate in efforts to improve and protect our public lands, which are a connection to our past, a pledge to future generations, and a continuing source of joy and spiritual renewal for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 13th day of September 2021.

COLIN A BYRD, Mayor

ATTEST: **Bonita Anderson, City Clerk**

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

National Hispanic Heritage Month Proclamation

Suggested Action:

Mayor Byrd will present a proclamation in recognition of National Hispanic Heritage Month which is celebrated September 15 - October 15.

Attachments:

[National Hispanic Heritage Month21.pdf](#)

PROCLAMATION

WHEREAS, every year from September 15 to October 15, Americans celebrate National Hispanic Heritage Month by appreciating the community's history, heritage, and contributions of the ancestors of American citizens who came from Mexico, Spain, the Caribbean, and South- and Central America; and

WHEREAS, Hispanic Heritage Month originally started with one week of commemoration when it was first introduced by Congressman George E. Brown in June 1968. With the civil rights movement, the need to recognize the contributions of the Latin community gained traction in the 1960s. Awareness of the multicultural groups living in the United States was also gradually growing; and

WHEREAS, two heavily Latinx and Hispanic populated areas, the San Gabriel Valley and East Los Angeles, were represented by Brown. His aim was to recognize the integral roles of these communities in American history. Observation of Hispanic Heritage Week started in 1968 under President Lyndon B. Johnson and was later extended to a 30-day celebration by President Ronald Reagan, starting on September 15 and ending on October 15. It was enacted into law on August 17, 1988; and

WHEREAS, September 15 is set as the starting date for the month as it is important for many reasons. It is the independence anniversary for Latin American countries El Salvador, Guatemala, Costa Rica, Nicaragua, and Honduras. From here onwards, the independence days of Mexico and Chile fall on September 16 and September 18, respectively. Dia de la Raza or Columbus Day also falls within this month, on October 12; and

NOW, THEREFORE, BE IT RESOLVED, I, Colin A. Byrd, by the authority vested in me by the residents and City Council of Greenbelt, do hereby proclaim September 15-October 15, 2021, as

NATIONAL HISPANIC HERITAGE MONTH

to acknowledge the Hispanic Americans on their contributions to the U.S. culture and economy.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 13th day of September 2021.

CONLIN A BYRD, Mayor

ATTEST: **Bonita Anderson, City Clerk**

PROCLAMATION

DRAFT

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS

Subject:

* Minutes

Suggested Action:

Work Session - September 02, 2020

Work Session - September 09, 2020

Work Session - September 16, 2020

Work Session - October 14, 2020

Work Session - October 21, 2020

Work Session - November 04, 2020

Work Session - November 18, 2020

Attachments:

[WS200902.pdf](#)

[WS200909.pdf](#)

[WS200916.pdf](#)

[WS201014.pdf](#)

[WS201021.pdf](#)

[WS201104.pdf](#)

[WS201118.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, September 2, 2020, to discuss the Royal Farms – Detailed Site Plan.

Mayor Byrd started the meeting at 8:02 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, Rodney M. Roberts, and Mayor Colin A. Byrd.

STAFF PRESENT WERE: Nicole Ard, City Manager; David Moran, Assistant City Manager; Terri Hruby, Director of Planning and Community Development; Molly Porter, Community Planner; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also present were: Tom Haller, Haller, and Gibbs Attorney; Richard Alter and Ed Scott, Manekin Property Owner; Matthew Snyder and George Warholic, Dewberry Civil Engineer; Keith Chernikoff, Advisory Planning Board Chair; Bill Orleans and others.

Ms. Porter explained Royal Farms submitted a Detailed Site Plan (DSP) to Maryland National Capital Park and Planning Commission (M-NCPPC) to construct a 4,649 square foot Royal Farms gas station and a second separate 4,368 square foot site for a commercial building. She noted that there had been a question regarding the zoning ordinance as it pertains to the usage at this site. Mr. Todd Pounds, the City Solicitor, has been in contact with Mr. Haller, the attorney for the Royal Farms project, and the staff recommends that any Council action should include a condition regarding this question.

Ms. Porter provided an update on the project, which includes staff recommendations. She noted between the existing property line and a proposed decorative fence, a vegetative buffer was proposed. Mr. Porter explained that there are currently trees on the back of the property line and along Greenbelt Road, but under a separate permit, the trees are proposed to be cleared by the State Highway Administration (SHA). She mentioned the staff's concern regarding the development of the second commercial site. Ms. Porter addressed the staff's concerns and the applicant's response.

Mr. Roberts inquired about the tree clearing on SHA right-of-way. Ms. Porter explained the tree removal is under a separate direct permit from SHA. She stated staff's recommendation is against the removal of trees with an opportunity to retain the existing trees in the SHA right-of-way. Mr. Roberts explained that the trees on Greenbelt Road need to be preserved and that Royal Farms could orientate its development towards the Beltway. He requested staff to contact SHA and oppose the permit to cut down the trees on Greenbelt Road.

There was a discussion regarding the automobile access from Royal Farms to Greenbelt Road. Mr. Jordan inquired if staff reviewed the feasibility of using Capital Drive and Walker Drive as the primary access point. Ms. Hruby noted that the staff desires this, but unfortunately, the City doesn't control those access points. She explained that the staff has been working with the developers and SHA, who doesn't have concerns regarding the movements from this development. She stated that staff proposed new conditions to require the applicant to engage SHA and the City regarding the access point. In response to a question asked by Mr. Jordan, Ms. Porter stated that cyclist safety had been discussed. The applicant is proposing to install four bike racks on-site and proffered \$3,500 for bicycle improvements for Greenbelt Road.

Ms. Davis explained that she was at the Advisory Planning Board (APB) meeting when this project was being discussed, and a lot of the same issues/concerns were addressed. She noted a concern from the Greenbelt National Park regarding trash blowing in the park, the stormwater runoff, and the tree removal. Ms. Davis requested all copies of the Market Study of the second site be sent to the Council in a timely manner.

Ms. Mach expressed her concern regarding the second building, which includes destroying the environment and tearing down trees. She stated she couldn't support the building of the second building.

In response to a question asked by Mr. Jordan, Mr. Alter noted that Royal Farms has its contained site, and there was additional land. He stated that Royal Farms met with and discussed the uses permitted in the zone and was seeking a medical center. Mr. Alter advised the developers wouldn't be building the second site.

Mr. Jordan asked with the potential widening of the Beltway, how the additional lanes would impact the Royal Farms stormwater mitigation. Mr. Snyder stated that Royal Farms has reached out to the State of Maryland regarding future designs, and they are still developing their proposal and plans. He noted Royal Farms is handling the stormwater runoff now. Mr. Jordan suggested that Royal Farms submit testimony in opposition to the Beltway Widening because the widening would have a negative impact on Royal Farms stormwater mitigations.

Keith Chernikoff, Advisory Planning Board (APB) Chair, explained APB had some specific detailed issues regarding the convenience store. He noted an area of focus was the trees along Greenbelt Road that could mitigate of the stormwater runoff.

Ms. Davis inquired has the City received or requested a traffic study. Ms. Porter stated a traffic study isn't required for this DSP. It met the conditions of the previous Preliminary Plan of Subdivision (PPS) per the Prince George's County Transportation staff. She noted a new condition staff is requesting is a traffic analysis of the intersection of Walker Drive and Capital Drive.

In response to a question asked by Ms. Davis, Ms. Porter stated that the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES) spoke with the applicant regarding solar panels. She stated the applicant noted they are normally in favor of solar panels; however, it depends on the feasibility of installing the panels. Mr. Haller explained that the installation of solar panels was a decision Royal Farms would have to make during the construction of the facility.

Mr. Roberts suggested alternative methods of stormwater mitigation other than the removal of trees and adding ponds, such as underground mitigation. He explained that he was opposed to the second pad site and would vote against the project.

Mr. Haller provided background on the site and an overview of the project. He noted that there was property between the Royal Farms property and Greenbelt Road that belongs to SHA. Mr. Haller stated that all the trees on the site are second-growth trees because the property was cleared years ago. The site has no 100-year flood plain, no streams, no wetlands, and no regulated environmental features. He advised the applicant has proposed to reforest the gravel area at the back of the Royal Farms property. That would widen the buffer between the Beltway

and the property. Mr. Haller stated that Royal Farms would reevaluate and redesign the entrance to separate the vehicle traffic inside the site. He explained all the stormwater flow towards the Royal Farm property, and that they are responsible for mitigating all the water. Mr. Haller noted that Royal Farms is providing the ultimate stormwater management protection on the site. He stated that Royal Farms would withdraw the second building from the DSP and would submit a second DSP for the second building. The lighting on the site would meet the dark sky standards. Mr. Haller stated that Royal Farms just received the newest staff recommendations today and hasn't had a chance to review them. He mentioned that a traffic analysis isn't a required part of the DSP but had contacted the Traffic Consultant. During the permit review process with SHA, the safety and functioning of the intersection of Capital Drive and Greenbelt Road will be evaluated.

Ms. Davis stated that if Royal Farms received more revenue from the foodservice side, the gas station doesn't need 16 gas pumps; maybe eight gas pumps would be better. Ms. Davis inquired about the landscaping warranty and expressed her concern regarding its maintenance. She suggested eliminating the second row/entrance because the row of parking spaces would be a problem. Ms. Davis asked to add air pressure machines, vacuum machines, and other machines to the back, which would assist with the traffic situation if there were a second building. Mr. Haller noted that all the machines are currently in the back of the building. He noted that the back parking is designed for customers to eat in their cars. Mr. Alter stated that Royal Farms agrees that evergreen trees would be attractive and desirable. He noted that Royal Farms is supportive of having evergreen trees; they grow faster and are green all year.

There was a discussion regarding the number of gas pumps. Ms. Davis suggested decreasing the number of gas pumps from 16 to 8. Mr. Haller stated that Royal Farms has a formula for the number of gas pumps. He noted the number of pumps would eliminate the number of times customers would be waiting to fill up their vehicles. Mr. Alter advised Royal Farms is built to a standard and the standard was more than eight pumps.

Mr. Roberts expressed concerns regarding the 125 feet of trees along the Beltway being removed by the State for the Beltway Widening. He inquired does the stormwater pipe empty into Still Creek. Ms. Hruby agreed that the stormwater pipe empties into the creek. Mr. Roberts noted that conveying all that extra water would destroy the creek that flows into Greenbelt Park. Mr. Haller explained that Royal Farms is complying with all the County Stormwater Management Regulations and their regulations are stricter than the State Stormwater Management Regulations.

Mr. Jordan reiterated that Royal Farms should state their concern while the public hearings are in the process regarding the impact the Beltway Widening has on their property. Ms. Hruby stated that the Environmental Impact Statement had been extended until November, and there is still an opportunity for public comments.

Based on a question asked by Mr. Jordan, Mr. Haller noted that Royal Farms would be open for 24-hours. Ms. Davis stated she was informed that Royal Farms wouldn't be 24-hours. Mr. Haller advised he reviewed prior work session minutes and video, and it was noted that Royal Farms would be open 24-hours.

Ms. Pope noted that she doesn't have major issues with the project except for the second building. She expressed her concern for losing the strip of trees and wildlife. She asked, was

there a place to walk dogs and a dog walk station. Mr. Haller stated there wasn't a designated space for a place to walk dogs; however, there would be stations and grassy areas.

Mr. Haller answered Ms. Pope's question that there would be two 30 gallon tanks, and it will be the same amount of gas pumps that were proposed two-years ago. Ms. Pope requested that Royal Farms research implementing a dog walk area.

There was additional discussion regarding the gas pumps. Mr. Roberts advised that 16 gas pumps, allow 32 vehicles to fuel at one time. Mr. Haller explained that it would be eight gas pumps, which allow 16 vehicles to fuel at one time. Ms. Hruby clarified eight pumps are doubled sided that could fuel 16 vehicles.

Ms. Porter addressed Mr. Putens's question that was asked in the zoom chatbox. She stated there are currently no plans to install a traffic light at Greenbelt Road and Capital Drive. She noted the new condition staff had recommended for the applicant is working with SHA to review right-in and right-out only on Capital Drive. Ms. Hruby explained that when the Subdivision was approved, one of the approved conditions was a trip count. She noted that this project would generate a fewer trip count that was previously approved for office development. Mr. Alter noted that the traffic consultant has participated in previous work sessions and will continue to work with the City on raised issues.

There was a discussion regarding the Toaping Castle site. Mr. Jordan inquired about the historic Toaping Castle sign on Walker Drive and Capital Drive. Ms. Porter stated that the staff anticipates that the information would be different on the sign and has been working with Megan Searing-Young, the Museum Coordinator, on what information could be added to the sign. Mr. Jordan inquired were any servants or slaves buried at the historic site. Ms. Hruby noted that this is more an archaeological site that's related to the foundation. Mr. Roberts stated that the burial spot is located at Indian Spring Cemetery. Mr. Haller explained that a Phase II analysis is being completed to identify if any remains are on the property. The area will be fenced during the development process. He stated that Royal Farm is scheduled to go before the Prince George's County Historic Preservation Commission on September 15 to review the study and findings.

Ms. Davis noted that there is another sign on Kenilworth Ave that describes the farm that Toaping Castle was on. She asked that the applicant add their plans for the Toaping Castle to include the Indian Springs Cemetery. She noted that there is a Revolutionary War soldier buried there.

Based on a question asked by Ms. Davis, Mr. Haller explained that Royal Farms maintains its property by having employees walk around the site to pick up litter throughout the day. Mr. Alter noted that the property is maintained on a regular schedule. Ms. Davis requested that the employee check the buffer area on a regular basis.

Informational Items:

Ms. Davis requested that the Council review the MML LAR's and thanked Mr. Jordan, Ms. Pope, Ms. Mach, and Mr. Putens for turning in their two LAR choices. She requested that Mayor Byrd and Mr. Roberts return their two LAR choices by Friday.

Ms. Davis stated the MML Legislative Committee discussed the LAR's, the Small Cell Bill, Historic Preservation, and Unemployment Insurance. A House and Senate workgroup on Police Reform will be a topic this upcoming session and the focus of the Fall Conference.

Mr. Jordan requested an update from staff on Monday regarding Governor Hogan and the County Executive Alsobrooks COVID-19 update. Ms. Ard noted that the City had one request for a public permit. She explained she would have more information after County Executive Alsobrooks's press conference.

Based on a question asked by Mr. Jordan, Ms. Pope explained that virtual learning is challenging, but it's working. She noted that she and some of her colleagues had some minor glitches but nothing serious. It is getting a little easier each day.

Ms. Davis asked about the eight new temporaries in the parking lot of Eleanor Roosevelt High School. Ms. Ard stated she would follow-up with the principal, Mr. McNeill, Eleanor Roosevelt High School.

Ms. Pope advised the Dora Kennedy French Immersion School has a new principal.

The meeting ended at 9:57 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, September 9, 2020, with Prince George's County School Board Member Joshua Thomas.

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, Rodney M. Roberts, and Mayor Colin A. Byrd. Councilmember Edward V. J. Putens was absent.

STAFF PRESENT WERE: Nicole Ard, City Manager; Dr. Liz Park, Director of CARES; Greg Varda, Director of Recreation; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also present were: Joshua Thomas, Prince George's County School Board Member; Juan Mercedes, Prince George's County School Board District 1, 2, & 8 Liaison; Robert Goldberg-Strassler and others.

Mr. Thomas provided an update on the Prince George's County Public Schools (PGCPS) and distance learning. He noted that all Greenbelt Schools would serve as a food distribution site on Mondays and Wednesdays. There will be technology distributions in the coming weeks, and several parent support hotlines and centers have been established. Mr. Thomas noted the PGCPS administration had established a school renaming commission reviewing the names of over 20 schools within the system named after actual slave owners or directly connected to the systemic and racial inequity in this County.

There was a discussion regarding the School Resource Officers (SROs). Mr. Thomas noted that PGCPS renewed the SROs contract in May 2020. He explained the initial-part of the review process would be on the upcoming PGCPS Board's agenda. Ms. Mach wanted to encourage the PGCPS Board to keep the SROs because it is a good example of community policing. She noted that Eleanor Roosevelt's SRO has developed a relationship with students and has stopped incidents before they have occurred. Mr. Roberts stated that students informed him that they didn't want police officers in the schools with guns. His opinion is that officers in the school are fine without their weapon.

Based on a question asked by Mr. Jordan, Mr. Thomas answered that he has made it a point to make it to all the virtual Back To School Nights in District 2. He stated that the PGCPS Board is in the talks of creating an entire report to be provided County-wide with individual sections for each District. That is one way of moving forward with communicating with the public.

Mr. Jordan asked if Mr. Thomas was able to attend any of the PTA meetings virtually. Mr. Thomas answered before the pandemic he made it a point to stay in contact with the local PTAs, but since the pandemic, he hasn't been able to join any virtual PTA meeting. He stated that he was invited to one, and there was a date conflict.

Ms. Davis inquired is there a shortage of teachers. She noted in the past that PGCPS had a shortage of bus drivers and nurses. Mr. Thomas stated that yes, there is currently a national shortage of teachers; however, with virtual learning, the PGCPS has a little more flexibility on how the teachers are being utilized. He explained that the buses will be fully staffed once the schools are in the reopening stages.

Based on a question asked by Ms. Davis and Mr. Goldberg-Strassler, (via zoom chat), Mr. Thomas answered the reopening plan does include supporting the Special Education students, which meets all the federal requirements with students with an Individualized Education Program(IEP).

Mr. Goldberg-Strassler, a Greenbelt resident, inquired if the Public-Private Partnership (P3) Building Program is still on schedule. The Request for Proposal (RFP) was due in August 2020. Mr. Thomas noted that the RFP was on track to be due August 2020. The follow up would be either on this PGCPs Board's agenda or the next agenda.

Based on a question asked by Mr. Goldberg-Strassler, Mr. Thomas answered that he would follow-up with Mr. Goldberg-Strassler regarding if any or all Greenbelt Schools are receiving the Digital Literacy Initiative Program for grades K-3.

Mr. Goldberg-Strassler inquired if the PGCPs Board had received any proposals or inquiries regarding shifting to a 100% Clean Energy Program for any school or administrative office. Mr. Thomas noted the Board hadn't received any formal proposals; however, the Board is aware that there is a lot of interest.

In response to a question asked by Mr. Goldberg-Strassler, Mr. Thomas explained that the question, how the school system will measure the qualitative success of online learning, is being asked across the country, not just in Prince George's County. He advised this question should be asked even when the school is not in an online setting. Mr. Thomas stated that he wanted to have adequate survey timelines take place in which students, parents, teachers, and school staff, on how virtual learning is going.

Ms. Pope noted that everyone is looking forward to going back to school, but it has to be in a safe manner. Ms. Pope noted that there are little glitches, some connection issues with distant learning, but the teachers learn as they go. Ms. Pope explained that there are several classrooms, and she teaches in a separate classroom with her students. She described the impact of teacher shortages on the in-person classrooms as well as the virtual classrooms. Ms. Pope favors SROs and that the SRO at Eleanor Roosevelt High School teaches a class.

Based on a question asked by Mr. Jordan, Mr. Thomas answered that part of the training the teachers were required to do before distance learning was opened was to identify situations and know the procedure and protocol. He explained that case referrals had declined across the County because teachers are the gatekeepers between school and home. Mr. Thomas stated that the bus drivers are delivering food to several distribution sites across the County. He advised that maintenance staff are in the buildings maintaining the schools' upkeep.

Ms. Davis thanked Mr. Thomas and Dr. Monica Goldson, Chief Executive Officer of Prince George's County Public Schools, for support with assisting with the boundary change for the students at Greenbelt Station Community. She inquired was there any other boundary changes that would affect Greenbelt, especially around Duval High School. Mr. Thomas stated that there hadn't been any other formal boundary changes that have been presented to the PGCPs Board.

Ms. Davis requested that Mr. Thomas convey to the Board of Education the importance of opposing the Maglev. Mr. Thomas noted that the Board of Education could make a public statement regarding the Maglev, and he stands in solidarity with District 2. He advised he could

pen a letter and circulate it to the whole Board to include an item of discussion on the next agenda. He asked that City staff send information regarding the routes, maps, and letters that have been sent in opposition. Mayor Byrd suggested that the PGCPs Board reach out to the MNPPC to determine where the Maglev intersects with schools within the County. Ms. Davis stated that some of the interacting maps the City have a note where some of the schools are located within the County. Mr. Jordan stated that the PGCPs Board opposition should be about the impact on the infrastructure around the schools and the financial cost. Ms. Mach noted that Eleanor Roosevelt High School is built on shaky ground, and if a tunnel is built under the school, the school will collapse.

Based on a question asked by Ms. Davis, Mr. Varda answered the City has been working with the Greenbelt Middle School to have use of the athletic field. He explained that the field was in disrepair. If PGCPs would bring the field up to par, the City would take over basic maintenance moving forward. The Memorandum of Understanding (MOU) has been drafted and submitted to the Board of Education and the City hasn't heard back. Mr. Varda stated that getting that field up to par is very important to the Greenbelt West Community in order to offer more recreation programs. Mr. Thomas stated he doesn't have the update on the MOU, but he will follow-up with Dr. Goldson regarding the status of the MOU.

Ms. Davis expressed her concern regarding Eleanor Roosevelt High School installing the rear parking lot lights. Would the lights would be on all night? She suggested a policy that would be drafted that the lights would be turned off after a certain hour. Mr. Thomas would follow-up with Dr. Goldson regarding the back-parking lot lights.

Mr. Jordan explained the MOU is a very important issue. The City would help maintain the track so it could be more useful for the students. Mr. Jordan noted that the decibel levels at the night games at Eleanor Roosevelt High School could be a little high. He explained that having an SRO at Eleanor Roosevelt High School is very important not only for inside the school but for handling the security outside and around the school.

Mr. Roberts noted that with the mass shooting, there wasn't an SRO in the building to stop the incident. Mr. Roberts shared his opinion on the City pursuing their own park versus the MOU with the Board of Education regarding the Greenbelt Middle School Field. He advised the residents of Greenbelt West should have their facilities in their neighborhood.

Informational Items:

Ms. Davis provided a report on the MML Legislative Committee.

There was a discussion regarding agenda items on the Council's Regular Meeting.
The meeting ended at 9:50 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, September 16, 2020, to meet with Beltway Plaza (stakeholders).

Mayor Byrd started the meeting at 8:02 pm. 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, Rodney M. Roberts, and Mayor Colin A. Byrd.

Staff present were: Nicole Ard, City Manager; Terri Hruby, Director of Planning and Community Development; Charise Liggins, Economic Development Coordinator; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also present were: Kap Kapastin, Quantum; Matt Tedesco, McNamee Hosa; Alex Villegas Rodgers Consulting; Mayor Amanda Dewey, Councilmember Ethan Sweep, Town of Berwyn Heights; and Bill Orleans.

Ms. Davis stated that this is a stakeholder meeting with Beltway Plaza and not an update on the redevelopment of Beltway Plaza. Ms. Ard agreed with Ms. Davis that this is a regular stakeholder meeting with Beltway Plaza. She indicated that the Council would participate in addressing the redevelopment project and review process later.

Mr. Tedesco provided a brief update on the first phase of the redevelopment project of Beltway Plaza. He stated that Quantum is actively pursuing the Detail Site Plan and is fully engaged and working with the Planning and Recreation staff.

Mr. Kapastin provided an update of Beltway Plaza Security. He noted that Chief of Security John Rogers had retired, and Nate Wesley is the current Chief of Security. Mr. Kapastin explained that in mid-March, AMC and several merchants volunteered to close due to the concerns of the spread of the pandemic. During the shutdown, the essential businesses, approximate 30 businesses, which were open, were listed on the Beltway Plaza website, the City's website, and on social media. Mr. Kapastin noted during the shutdown, Quantum representatives have attended webinars and have studied health and safety regulations guidelines. He stated that grant and loan information was shared with the tenants of Beltway Plaza.

Mr. Kapastin noted that GNC and Books of Million had closed permanently and that several small tenants will not reopen or will be transferring their business, including Loving Time and ID Communications. The overall vacancy of the mall is less than 5%. He stated that Gus Fried Chicken has transitioned to Miss Mable's and Coffee Shop. The limitations imposed upon the operation of indoor amusement parks by Governor Hogan makes it economically unfeasible for Laugh Out Loud to be open at this time. Mr. Kapastin stated that the Beltway Plaza customer base is composed of 65% Greenbelt, 30% Hyattsville, Langley Park, Northeast Washington, and 5% Outer area.

Mr. Kapastin stated that the Office State's Attorney, The Common Market, and the Mayor of Greenbelt hosted a Farmers to Families Free food give away. Foot traffic and sales have been increasing, but it has not reached pre-shutdown levels. Mr. Kapastin advised that Beltway Plaza is the prime sponsor of the NBC Celebration, a current site for Census 2020 and Voter Registration Drives.

In response to a question asked by Ms. Mach, Mr. Kapastin noted that the doors are all open and never had issues with the doors being chained shut. It was determined that this occurred months ago when the hours were changed.

Mr. Roberts inquired were there customers in the open theaters. Mr. Kapastin stated he had read that the crowds haven't returned to the movie theaters and some of the major distributors held back some films until the holiday season.

Based on a question asked by Mr. Jordan, Mr. Kapastin answered that the shopping patterns are still the same as during the pre-pandemic. It's just fewer customers. The current hours of Beltway Plaza are Monday – Saturday, 11 am-7 pm, and Sunday 11 am-6 pm. Mr. Kapastin noted he encouraged all the inside food purveyors to get onboard the Digital Program, to incorporate online ordering and no-touch payment. Mr. Jordan inquired about alfresco dining alternatives for the restaurants that are in the mall. Mr. Kapastin answered he had offered the alternatives.

Ms. Davis asked what new establishments Beltway Plaza has since March. Mr. Kapastin stated Anarkali Bazaar, which has replaced part of the Discounter Palace. He noted he is currently considering an Indian restaurant for the other part. In response to a question asked by Ms. Davis, Mr. Kapastin answered that he would assist any tenant with the permitting process if the tenant wanted to have the alternative dining. His opinion is that it is a personnel issue, that the tenants have to have extra employees to run the inside store and the outside dining.

Mr. Michael Hartman, New Deal Café, noted that Beltway Plaza and Beltway Plaza Merchant Association supported and sponsored the New Deal Café Online Fundraiser Auction. He stated that he appreciates Mr. Jordan's donation as well. Mr. Hartman stated that Quantum had supported and sponsored pasted festivals for the Friends of the New Deal Café Arts.

Mayor Dewey thanked Mr. Kapastin and the City Council for the thorough update, and she hopes to continue the conversation about weathering the pandemic storm. Mr. Kapastin stated that he would like to coordinate a stakeholder work session meeting with the Town of Berwyn Heights. Mayor Dewey noted that she would follow-up with their town manager to arrange the stakeholder work session.

In response to a question asked by Mr. Jordan, Mr. Kapastin answered that Quantum acquired the former Money One Credit Union, but they have vacated the dentist office and the auto parts store. He stated that Quantum would like to work with the Town of Berwyn Heights on mixed-use development.

Mr. Putens inquired was the store trying to get rid of their back stock because the shelves aren't being restocked. Mr. Kapastin advised he read there were supply chain disruptions. He noted that he would hope that the major stores would keep their shelves stocked, but it's not his position to tell the stores how to run their business.

Based on a question asked by Ms. Davis, Mr. Kapastin answered that Quantum and the City should work together to encourage the residents to shop and dine locally. He noted that buying local is more important and the pandemic has demonstrated staying close to home will be the new trend. Mr. Kapastin requested Ms. Charise Liggins, Economic Development Coordinator, to

promote "shop local and dine local." Mr. Kapastin advised that Quantum had Mr. Bill Cornett to do a 13 part documentary video series, featuring individual tenants and a comedian.

In response to a question asked by Mr. Jordan, Ms. Hruby answered that the Code Enforcement issues tend to be regarding signage popping up in the right-of-way of Greenbelt Road. The City Inspection staff has a good working relationship with Beltway Plaza.

Mayor Dewey stated at the last Four Cities Meeting that Mr. Jordan expressed a desire that the Town of Berwyn Heights and the City work together and be forward-thinking regarding Greenbelt Road. She noted that the interim town manager of the Town of Berwyn Heights has been reaching out to the City staff regarding scheduling a work session.

Based on a question asked by Mr. Bill Orleans, Ms. Ard answered that materials had been sent to the Town of Berwyn Heights last week on Beltway Plaza and the history of the State Highway project. She suggested at the City Council's Monday night meeting that a work session needs to be set between the Town of Berwyn Heights and the City. A Councilmember noted that he wanted to invite the City of College Park.

Informational items –

Mr. Jordan inquired about the shredding and the electronic recycling events. Ms. Ard stated that the staff is working on electronic recycling and the paper shredding event sponsored by the Greenbelt Federal Credit Union. The City's contractor for paper and cardboard recycling doesn't provide services any longer, and the staff is in the process of considering another vendor.

Mr. Jordan stated that at the Transportation Planning Board Meeting today, a Greenbelt resident, L'il Dan Celdran, sent in public comment regarding the Maglev.

Mr. Jordan suggested for the Census event at Beltway Plaza on September 23, that Council sign wave.

Ms. Davis provided a report on the Town Hall Meeting that Delegate Alonzo Washington and Delegate Nicole Williams held the night before.

The meeting ended at 9:14 pm.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, October 14, 2020, to discuss Zoom Meeting and Webinar Formats.

Mayor Byrd started the meeting at 8:02 pm. 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, Rodney M. Roberts, and Mayor Colin A. Byrd.

STAFF PRESENT WERE: Nicole Ard, (8:04 pm.), City Manager; Dale Worley, Director of Information Technology; Beverly Palau, Public Information and Communications Coordinator; Bonita Anderson, City Clerk; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also present were: Bill Orleans, Molly Lester, and others.

At the last Regular Council Meeting on October 15, Ms. Davis requested that the Council enter the meeting as an attendee instead of a panelist.

Mayor Byrd expressed his opinion that the Council should transition back to using the zoom meeting format and ensure that security features are in place, including a waiting room.

Mr. Roberts expressed his opinion that the Council should go back to the zoom meeting format. He added that a staff member should be running the zoom portion of the meeting while Mayor Byrd runs the Council Meeting/Work Sessions.

Ms. Davis agreed with Mr. Roberts regarding a staff member running the zoom portion of the meeting. She stated that when Mayor Byrd is the host of the zoom meeting, he gets distracted, and he needs to focus on running the Council Meeting/Work Sessions.

Based on a question asked by Ms. Davis, Mr. Worley answered that call-in attendees could hear the meeting. He noted that once the host opens the meeting up for attendees for comments and discussion, all participants can speak.

Mr. Worley explained that he and Ms. Palau had checked with most of the larger surrounding jurisdictions, and the agencies are using a webinar form to conduct their meetings. He noted that most of the agencies do have the public preregister for the meeting to receive the credentials to attend the meeting. The zoom credentials aren't published in the local paper, and public comments are submitted in an email before the meeting. Mr. Worley advised Greenbelt is more transparent than other jurisdictions by allowing citizens to participate in meeting, via calling in and commenting during the meeting.

Mr. Worley noted that if meeting credentials are published in the News Review, the meeting could be zoom bombed. He explained that the zoom webinar is safe and provides the most security. Ms. Davis suggested that Council resume the zoom meeting format with security features in place.

Ms. Mach agreed that to have staff run the meeting's technology and have the Mayor run the Council Meetings/Work Sessions. She would like more research on how the public can provide their comments during the meeting.

Mayor Byrd explained that he does a decent job running both the zoom meeting and the actual Council Meeting/Work Session. He added that there is a staff member that is co-hosting the zoom meetings.

Mr. Roberts stated that the zoom bomb occurred once and might not occur again. He advised that the Council should use the zoom meeting format instead of the webinars.

Mr. Jordan explained the Council's responsibilities to the public and stated that virtual meetings should try to mimic the in-person meetings. He noted that it would be helpful that a staff member run the zoom meeting while Mayor Byrd runs the Council Meetings/Work Sessions. Mr. Jordan stated that the sound quality of the zoom meeting was compromised. He suggested the public should be able to call the City and express their questions or comments and have it read to Council during the Council Meetings/Work Sessions. Mr. Jordan explained a privacy concern with the zoom meeting format with the call-in attendee's phone number is displayed during the meeting. He stated that the zoom meeting format isn't appropriate.

Mayor Byrd addressed Mr. Roberts's comment stating that Greenbelt will not be like other jurisdictions of being less transparent. He mentioned that he doesn't mind if the public provides advance notification but will not require the public to preregister for public comments.

Mayor Byrd addressed Mr. Jordan's comment stating the audio quality is a very important point, but it is separate from the zoom meeting format discussion. He noted the sound quality had improved since switching from the in-person meetings. Mayor Byrd noted that the privacy issues are a concern, and at an in-person Council Meetings, Council would ask for the residents to provide their address for the record. He explained that in an in-person Council meeting, the public could see who was in the room, and in the current webinar format, the public cannot. Mayor Byrd noted that in the current webinar format, it is Council talking to the public versus it being an open dialogue.

Mr. Worley addressed privacy concerns. The in-person meetings broadcasted on the City's channels are accessible to only the City of Greenbelt, and the zoom format is accessible worldwide. Mayor Byrd noted the in-person meetings are broadcasted on the City's website and can be accessed worldwide.

Mr. Orleans stated he favors a training program for the Council, Staff, and the residents of Greenbelt, to learn the features of zoom. He noted that call-in attendees are required to press star () 9 to inform the host that the call-in attendee wishes to speak and star (*) 6 to unmute your phone. Mr. Orleans requested instruction be added to the agenda and in the Greenbelt News Review. He stated that the host of the meeting should have back-up support.*

In response to a question asked by Mr. Orleans, Mayor Byrd advised every logistical detail of a meeting will be best served to be discussed in the meeting. He stated that speaking "off-line" isn't for secrecy reasons; it keeps the flow of the meetings, and if an item needed to be addressed in a public setting, it can be addressed in a Council Meeting/Work Session.

Ms. Davis stated the following security features needed: staff member is a co-host; the waiting room is installed and staff is paying attention to the waiting room; in the waiting room, attendees have to state their name, have their camera on, are muted until the host recognizes an attendee, cannot be renamed, and cannot share their screen unless permitted; disable the enter/exit chimes

and the host and co-host know how to dismiss a disruptive attendee. If these conditions are in place, she would consider the zoom meeting format. Ms. Davis discussed virtual meeting etiquette and wanted to remind attendees that attending a virtual meeting is the same as attending an in-person meeting.

Based on a question asked by Mr. Putens, Mr. Worley explained the difference between a zoom meeting format and a zoom webinar format. He noted that in a zoom meeting format, it is almost impossible to restrict attendees from doing certain things, but an attendee of a zoom webinar format cannot disrupt the Council Meeting/Work Session.

Mr. Putens inquired about phasing back to in-person meetings. He noted that he was comfortable with using the zoom webinar format.

Mr. Jordan noted he was curious about the Council Chambers modifications and when it would be safe to attend in-person meetings. He stated that the Council should make it easy to receive public comments. He advised the Council should have a way to accommodate the public to make comments during the meeting. Mr. Jordan suggested that Council and staff receive a zoom meeting training that is open to the public.

Ms. Mach stated she prefers the zoom webinar format and finding a way to encourage the public to participate in the Council Meetings/Work Sessions.

There was a discussion regarding Ms. Davis's zoom meeting security requests. Mayor Byrd noted that he was in favor of all the recommendations. However, Mayor Byrd did explain that a host couldn't view the attendee video before admission into the meeting. Ms. Davis clarified her comment, stating once the attendee is admitted to the meeting, their camera should be on and not a picture. Mayor Byrd stated that staff and some Council members participate in the meetings without their cameras turned on.

Ms. Pope stated she liked the zoom webinar format that the Council is currently using. However, she didn't like being an attendee at the Police Town Hall Meeting. Ms. Pope noted the meetings needed to be restricted because the Council Meetings and Work Sessions are professional. There needs to be a way for the public to participate by voicing their opinions and joining in during the discussions.

Based on a question asked by Ms. Pope, Mr. Worley answered that Ms. Davis's recommendations are possible. He echoed Mayor Byrd's comment that attendees are unable to show their video before being admitted to the meeting. Mr. Worley stated that communicating the changes to the public is important, so that the public is prepared for what is expected in a virtual meeting.

Mr. Jordan advised the zoom meeting format is appropriate for Town Halls, Public Forums, or Public Hearings. He noted that there should be methods to ensure that the public can participate in a zoom webinar format.

Mr. Roberts requested that the zoom meeting/webinar format be placed on the next Council Regular Meeting agenda.

Ms. Pope suggested neighborhood meetings should be a different format with more open discussion. Mr. Worley stated the Advisory Groups meetings are scheduled as zoom meetings, not webinars. Ms. Pope stated the Advisory Groups could use training on the zoom.

Ms. Mach agreed with Mr. Roberts on having this item on the upcoming agenda and requested additional information on both options.

Molly Lester stated that there has been a disruption in in-person meetings in the past and requested that the Council address how the advisory board meetings would be conducted. Ms. Pope agreed with Ms. Lester that Council should address the meeting format of the advisory boards.

There was a discussion on whether zoom links should be published. Ms. Ard noted that the zoom links are being published on the City's calendar. She clarified that the Council Meetings/Work Sessions are being broadcasted not only on the local channels but in neighboring municipalities. Other people across the world could be a part of the community conversation. Ms. Palau explained the zoom links are not published in the Greenbelt News Review. She stated the zoom links are posted on the City's calendar. Ms. Palau stated that the Recreation Department requested that a participant email the department to receive the direct zoom links.

Informational Items:

Ms. Davis stated that the 2020 Census deadline is October 15 at 11:59 pm. She explained that the 2020 mail-in ballot dropbox would be in the parking lot of Eleanor Roosevelt High School from October 15 through October 18.

Ms. Mach stated that there was a mail-in ballot drop box in the parking lot of Duvall High School, and it was easy to access.

Mr. Jordan restated his request from the October 12 Regular Meeting, requesting an update from the Department of Public Works and Transportation regarding the Bikeshare Station in Greenbelt. He requested staff to ask County Council Chair Turner.

Mr. Jordan also restated his request from the October 12 Regular Meeting, an update from the County Health Department to identify how many new COVID-19 cases since September for the City of Greenbelt. Ms. Ard stated that staff would contact the County for specific COVID-19 cases for the City of Greenbelt versus the 20770 zip code. She stated on Monday there were 720 cases of COVID-19 in the 20770 zip code, and the County had an additional 123 cases.

The meeting ended at 9:28 pm.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, October 21, 2020, to discuss the Greenbelt Road Task Force.

Mayor Byrd started the meeting at 8:05 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, Rodney M. Roberts and Mayor Colin A. Byrd.

STAFF PRESENT WERE: Nicole Ard, City Manager; Terri Hruby, Director of Planning and Community Development; Molly Porter, Community Planner; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also present were: Mayor Patrick Wojahn, City of College Park; Mayor Amanda Dewey, Mayor Pro Tem Jodie Kupla-Eddy, Councilmember Ethan Sweep, Town of Berwyn Heights; Kap Kapastin, Quantum; Nat Ballard, Bill Orleans; and others.

Ms. Hruby explained the Town of Berwyn Heights staff reached out to the City of Greenbelt City Manager and staff regarding moving the I-193 Improvement Project forward as a result of the Urban Land Institute Technical Assistance Panel (ULI TAP) Project. She indicated that the work session was for the elected officials of the City of Greenbelt, the Town of Berwyn Heights, and the City of College Park to discuss strategies and next steps.

Mr. Jordan stated that Greenbelt Road connects the three communities, the City of Greenbelt, the Town of Berwyn Heights, and the City of College Park. He provided a brief history of the Neighborhood Conservation Project, the Greenbelt Metro Area and MD-193 Corridor Sector Plan and Sectional Map, and the ULI Study. Mr. Jordan advised the three jurisdictions need to work together to develop a shared vision, so that Greenbelt Road would become a Walkable/Bikeable Corridor.

In response to a question asked by Ms. Davis, Ms. Hruby answered the ULI Study was a joint effort between the municipalities and has been shared with the County. She stated the study is listed on the County's Joint Capital Transportation Improvement Program Letter that is before the County Council for approval. The Study, Phase 1- US Route 1 to Hanover Parkway, is listed as number 2 on the County's Priority List. Ms. Hruby noted that the State of Maryland is a major stakeholder and State Highway Administration (SHA) needs to be a part of the planning and designing process.

Mayor Dewey stated that the three connecting municipalities working together to present the project to the County could move the project along with a little more ease. She agreed to have a regular joint forum with the three municipalities.

Susan Walker, a Greenbelt resident, stated at a previous in-person Council Meeting that Delegate Washington advised he was in contact with the legislative committee leader regarding obtaining funding for this project. She inquired if the Council followed-up with Delegate Washington. Mayor Byrd stated that Delegate Washington attached an amendment to an

Appropriation Bill that went through the Senate Budget and Taxation Committee. He explained the amendment was to require a department to conduct a study and provide a report.

Ms. Davis stated she agreed with Mr. Jordan. She stated that all three Cities need to review the charts and maps of the ULI Plan and come to an agreement.

In response to a question asked by Ms. Davis, Mr. Kapastin provided an overview of the suggested improvements to Greenbelt Road regarding the Beltway Plaza Redevelopment project, which includes having a complete sidewalk along Greenbelt Road, improvement to the frontage of Beltway Plaza, and the safe entry access to Beltway Plaza.

Mr. Ballard provided a presentation of the Greenbelt Road Conceptual Beltway Plaza Frontage Improvements. Based on a question asked by Ms. Davis, Mr. Ballard answered that there aren't any utility poles in the middle of the sidewalks. He stated that there are several poles that are close to the sidewalk with guide wires. Ms. Davis suggested that Quantum needs to work with Pepco or the owner of the utility poles.

Ms. Davis inquired if the ULI Plan had included bike lanes along Greenbelt Road. Ms. Hruby stated that the ULI Plan envisioned bicycle facilities and provided two alternatives - along the edge line and a multiuse concept down the median - that could be addressed in the corridor.

Ms. Davis suggested to Mr. Kapastin when he makes improvements in front of Beltway Plaza, it would be nice to make the same improvements to the properties he owns on the other side of Greenbelt Road in the Town of Berwyn Heights. Mr. Kapastin stated he would research her request, but noted that would be expensive.

Mr. Jordan noted that the ULI Plan discussed removing the two pork chops and the slip lanes from in front of Beltway Plaza to make room for a protected bike lane.

Mr. Roberts advised that there would be a lot of changes on Greenbelt Road, including Beltway Plaza, the Royal Farms proposal, and the proposed development at 7010 Greenbelt Road.

Mayor Wojahn stated that the focus should be on the recommendations that were proposed in the ULI Plan. He noted to also focus on Greenbelt Road where University Blvd. separates and beyond into College Park. Mr. Jordan noted the connection should be seamless all the way up to Soil Conservation Road.

Mr. Sweep explained Greenbelt Road has a lot of disconnect for pedestrians and cyclists. He noted crossing over the railroad tracks from the City of Greenbelt into the Town of Berwyn Heights into the City of College Park. Mr. Sweep agreed with Mr. Roberts on redesigning Greenbelt Road to be more walkable/bikeable. He also agreed with Ms. Davis that all three municipalities need to agree on a plan and present the same plan to their County Councilmembers and State representative.

There was a discussion on the next steps the Greenbelt Road Task Force was going to take. Mayor Dewey suggested a framework on how the task force will work together and be more

productive. Ms. Kupla-Eddy suggested establishing a subcommittee to review and combine the existing plans for the task force. Ms. Hruby noted the plans are outdated and the ULI plan provided two concepts on innovative ways to provide for pedestrians and bicycles facilities within the corridor. She suggested that all three municipalities, SHA, the County, and Economic Development come together and develop plans for the corridor. Mayor Wojahn suggested the municipalities could jointly apply for several different grants to get the funding to design the plans.

There was a discussion regarding the County Council priority letter. Ms. Hruby suggested that all three municipalities email their County Council representatives and request that the Priority Letter be amended to include the Greenbelt Road Project to be listed on the cover letter. Mayor Wojahn noted that he has been in contact with his County representative. Mr. Jordan suggested including County Council At-Large representatives Calvin Hawkins and Mel Franklin.

Mr. Orleans, a Greenbelt resident, suggested for the short-term goal concentrate on the section of Greenbelt Road between Baltimore Avenue and Hanover Parkway. He noted that the Greenbelt Road Task Force should be comprised of the residents of the three municipalities with staff assistance and then the elected officials. Mr. Orleans agreed that the Task Force's first priority is to come up with a plan. One of the first principles of the Task Force should include preserving any forested areas that already exist on Greenbelt Road. He suggested a second overpass from Beltway Plaza over Greenbelt Road to connect both the City of Greenbelt and the Town of Berwyn Heights.

Mr. Sweep inquired if the Task Force was going to use the existing plans as a literature review since the plans are outdated. He noted that he would like for the Task Force to have a goal and deadline moving forward on plans and funding sources. Mr. Jordan suggested having the Task Force meetings either quarterly or every six months.

Based on a question asked by Mr. Jordan, Ms. Hruby advised the connecting trail between the Greenbelt Metro Station and the Greenbelt Station Community is in the permitting, design, and engineering phase. There were significant delays in the County permitting process and with Washington Metropolitan Area Transit Authority (WMATA) permits. She stated that design and permitting should be completed by Summer 2021 and construction by Fall or Winter 2022.

Ms. Davis suggested having a follow-up meeting in three months with the Task Force with concepts and ideas on what each of the municipalities would like to see in the Greenbelt Road Corridor.

Informational Items:

Ms. Davis inquired if Mr. Sterling, Ms. Robles, and Mr. Lippert would attend the next Council Regular Meeting to receive accolades for the City receiving Sustainable Maryland Certified 2020 Sustainability Champion. Ms. Ard noted she will follow-up with the City Clerk.

Ms. Davis reported on attending the Higher Achievement Webinar and the Sustainability Maryland Executive Committee Meeting.

The meeting ended at 9:28 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

DRAFT

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, November 4, 2020, to meet with the State Highway Administration.

Mayor Byrd started the meeting at 8:04 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, Rodney M. Roberts and Mayor Colin A. Byrd.

STAFF PRESENT WERE: Nicole Ard, City Manager; Chief Rick Bowers, Greenbelt Police Department; Terri Hruby, Director of Planning and Community Development; Nicole DeWald, Arts Supervisor; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

Also present were: Shannon Coyne, Erica Rigby, David Rodgers, Peter Campanides, State Highway Administration; Mayor Pro Tem Jodie Kupla-Eddy, Councilmember Ethan Sweep, Town of Berwyn Heights; Kap Kapastin, Quantum; Susan Walker; Konrad Herling; Renaud Brown; and others.

Ms. Coyne explained Royal Farms would not need an access permit from the State Highway Administration (SHA) Maryland Department of Transportation (MDOT) because the access will be via Capitol Drive. She provided the contact information for the Royal Farms developer, Mr. Edward Scott. Ms. Davis inquired about the SHA Stormwater Plan next to the Royal Farms development. She indicated that the SHA Stormwater Plan was to remove a batch of trees along and around Greenbelt Road. Ms. Coyne stated she will follow-up with the Council regarding the current environmental plans and the removal of trees. Ms. Davis noted that the National Park would like the trees to remain.

Based on a question asked by Mr. Campanides, Ms. Hruby explained during the Royal Farms Development review with the Maryland National Capital Park and Planning Commission (MNCPPC), was indicated that Royal Farms would apply for a separate permit for permission to clear trees from SHA right-away to accommodate stormwater management. The City isn't a part of the permitting process and has concerns regarding the need to clear the trees and what would be the magnitude of the clearing. Mr. Campanides advised the City's concerns will be conveyed to the District Area Management Supervisor. Mr. Roberts stated that the Royal Farms developers had an alternative regarding the gas station. They could use the adjacent property for stormwater management instead of cutting down the trees.

Ms. Hruby advised there was discussion regarding trip access from the Capital Drive and Greenbelt Road intersection when Royal Farms Developers received their approval from the Prince George's County Planning Board. She wanted to reiterate why Royal Farms doesn't need access. The police department indicated that the intersection had been problematic and in the past five years there had been 12 vehicular accidents.

Mr. Campanides noted that SHA received a request from a resident to evaluate the intersection of Lakecrest Drive and Greenbelt Road regarding safety concerns. He explained the review was performed and it was found vehicles were compliant with pedestrians. Mr. Campanides

recommended any additional attention would be addressed by the police department. He advised that SHA isn't pursuing any additional enhancements.

There was discussion regarding the Lakecrest Drive and Greenbelt Road intersection. Ms. Davis explained at a previous Work Session with SHA, Council suggested that the intersection be redesigned due to the traffic pattern from the Belle Pointe Business Office and the American Legion. SHA would research and redesign the intersection. Ms. Pope explained that intersection is a nightmare and needs to be reevaluated. Mayor Byrd agreed with Ms. Pope that the intersection is a nightmare. Mr. Putens requested that the intersection be reevaluated for safety for the drivers. Mr. Campanides advised SHA would reevaluate the intersection, but do not think the intersection could be redesigned geometrically. Mr. Putens requested that SHA reevaluate the half-mile stretch of Greenbelt Road starting at Southway heading west to the proposed Royal Farms development.

Michael Hartman, a Greenbelt resident, inquired if the off-ramp from Southbound Baltimore Washington Parkway onto Southway might be widened for a dedicated right turn lane. Mr. Campanides explained the ramps are maintained by the National Park Service (NPS).

Mr. Campanides advised that SHA is waiting on Pepco to provide power to the pedestrian walk signal at the Southway/Baltimore Washington Parkway Ramp. Based on the current schedule with the contractors, the signal would be turned on in January.

In response to Mr. Hartman's question, Ms. Davis advised the City made the same request to NSP to widen the ramp three or four times. She explained that NPS noted the agency doesn't have adequate right-away to widen the ramp.

Ms. Davis thanked SHA for installing the crosswalks and pedestrian signals.

Based on a question asked by Ms. Davis, Mr. Campanides inquired could the City install a "Do Not Block the Intersection" sign and pavement markings at Lakecrest Drive and Greenbelt Road. Ms. Davis noted that the sign and marking are at that intersection. Mr. Jordan stated additional lines might be helpful.

There was a discussion regarding the Greenbelt Road Improvement Corridor. Mr. Rodgers noted that SHA currently doesn't have any project programs that would contribute towards the Greenbelt Road Improvement Corridor. Mr. Jordan noted there is tremendous development planned on RT 193 between RT 1 and Kenilworth Avenue. He explained it's a pressing need to plan to accommodate all the future car trips, to include pedestrian and cycle safety. Mr. Jordan stated that the City of College Park, the Town of Berwyn Heights, and the City of Greenbelt have been working together to develop concepts that could be implemented. He advised all three municipalities would like to work with SHA to develop a plan to connect all three communities. Mr. Campanides advised coordinating more meetings to have more in-depth discussion.

Mr. Roberts explained he wasn't in favor of 2,500 apartments at Beltway Plaza and 1,000 more vehicles on Greenbelt Road.

Mr. Sweep requested that an SHA representative attend the next Greenbelt Road Task Force Work Session. Mr. Rodgers advised a representative will be at the next work session. He noted that SHA has limited funds.

Ms. Coyne explained that the refreshing of the pavement markings on Kenilworth Avenue and Greenbelt Road Bridge would be complete in three weeks.

There was discussion regarding the Southway and Greenbelt Road intersection. Ms. Davis explained the City has requested crosswalks and pedestrian walkway at that intersection. She noted the sidewalk at that particular intersection is narrow and the crosswalks would make it safer for the pedestrians to cross. Ms. Davis advised the need for the City to have signage on Greenbelt Road to direct drivers into Historic Greenbelt. Ms. Coyne explained there are specific rules about signage on roadways and the signs would need to be approved. She advised that SHA would review and reevaluate the crosswalk/pedestrian walkway. Mr. Campanides reiterated what Ms. Coyne stated that there are specific criteria regarding signage on roadways. He noted that a white on brown sign with Historic Greenbelt, with nothing specific, could be considered.

Based on a question asked by Mr. Jordan, Mr. Campanides stated SHA is committed to Zero Vision. He explained that SHA just completed a Context-Driven Guideline Manual on what type of treatments that could be used on Greenbelt Road, which would be classified as a Suburban Town Center. Mr. Campanides noted that SHA is slowly trying to implement crosswalk markings and evaluating posted speed limits. He stated that bicycle usage is more challenging to address and it would determine traffic volumes to address adding more or reducing travel lanes. Mr. Jordan stated the most dangerous part of Greenbelt Road is the north entrance ramp of the Baltimore Washington Parkway up to Edmonston Road.

Mr. Roberts explained there is already a Historic Greenbelt sign on Greenbelt Road at Southway. He suggested adding a Historic Roosevelt Center Shops/Stores sign on the existing sign.

Ms. Davis thanked SHA for repairing the Edmonston Road ramp and repainting the lane markings on Greenbelt Road and Kenilworth Avenue intersection.

Based on a question asked by Ms. Davis, Mr. Campanides stated that the signals at the interchange have been reconstructed within the last 6-8 months. He said there was a “No Turn on Red” sign on Southbound Kenilworth Avenue to make a right on Westbound Greenbelt Road, and the configuration of the double left signal at the on-ramp Eastbound Greenbelt Road to Northbound Kenilworth Avenue.

There was a discussion regarding the red-light cameras. Chief Bowers explained that the red-light cameras were removed two years ago due to construction on Kenilworth Avenue and Greenbelt, and SHA denied the City’s request to reinstall the cameras. Mr. Campanides noted that SHA would need a couple of years of traffic data to determine if the reengineering of the traffic signal at that intersection was effective before the red-light camera could be reinstalled.

Ms. Kupla-Eddy thanked SHA on behalf of the Town of Berwyn Heights for being so responsive to the request that the Town of Berwyn Heights made this fall, regarding the repair of a sign on Kenilworth Avenue and fence repairs across from Greenbelt Metro Station.

Mr. Jordan inquired were there any plans for Kenilworth Avenue. He noted that the road was terrible on Kenilworth Avenue near the light an East/West Highway. Mr. Campanides stated that there weren't any plans for Kenilworth Avenue in the Greenbelt area at this time. He advised that Kenilworth Avenue at East/West Highway was under construction due to the Purple Line.

Informational Items:

Ms. Davis provided a report on the SCMaglev Strategy Group conference call she attended.

There was a discussion regarding the Royal Farms Appeal Process. Mayor Byrd requested that if the City needs to act on the appeal process that the City proceed promptly. Mr. Putens suggested that this item be added to the next Council Regular Meeting agenda. Ms. Hruby stated Mr. Pounds advised waiting on the Prince George's County Planning Board's final resolution. She suggested that this item be added to the following agenda.

The meeting ended at 9:37 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, November 18, 2020, to receive the City Manager's Update.

Mayor Byrd started the meeting at 8:25 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, Rodney M. Roberts and Mayor Colin A. Byrd.

STAFF PRESENT WERE: Nicole Ard, City Manager; David Moran, Assistant City Manager; Bertha Gaymon, City Treasurer; Mary Johnson, Director of Human Resources; Terri Hruby, Director of Planning and Community Development; Brian Kim, Assistant Director of Public Works; Joe McNeal, Assistant Director of Facilities; Charise Liggins, Economic Development Coordinator; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Daniel Santosh Philipose; Renaud Brown; Michael Hartman; Bob Rand; and others.

Ms. Ard provided a PowerPoint presentation, which provided an update of the Council's Goals, Accomplishments, and Projects.

Due to technical difficulties, the Council provided their Informational Items:

Ms. Davis noted that she had received Ms. Mach's Management Objectives (MBOs) and reminded Council that she would like to receive theirs by Friday.

Ms. Davis requested the Closed Session - City Manager Evaluation, January 4th, 2021, at 7:30 pm, be added to the calendar.

Ms. Davis provided a report on the PGCMA Legislative Committee meeting she attended virtually yesterday. Mr. Roberts advised that he had signed up to speak at the bill hearing regarding the Maglev. Ms. Davis noted that the committee reviewed that Bill yesterday and suggested adding schools and historic districts. She stated it's another way of stopping the Maglev.

Based on a question asked by Ms. Mach, Ms. Davis answered that Mayor Byrd is the City's NLC Representative. Ms. Mach stated that she serves on the Human Development Committee that had made changes to the new resolution, "We Need a Holiday to End Slavery", and hoped that it is supported.

Mr. Roberts pointed out that one of Council's goals was to fight the Maglev and highway widening.

Ms. Davis thanked Ms. Liggins, Ms. Johnson, and Dr. Park for all their work with the Business Relief Fund and Apartment Relief Fund. Ms. Ard noted that Ms. Barnabie, Ms. Allen, Ms. Whaples, Ms. Tull, and Ms. Gaymon also assisted with the Business and Apartment Relief Funds and thanked them for their assistance.

Mr. Jordan inquired about the status of Document Management Solutions. Ms. Ard explained that the Human Resources Department, Information Technology, and the City Manager's Office had started training with the vendor. She noted that the Human Resources Department has been scanning documents and assigning workflow. Ms. Ard stated that with the transition to teleworking, the Information Technology Department has made sure that all departments had access to files and different resources to work from home.

Ms. Mach inquired about the systematic camera upgrades. She noted that the Schrom Hills Park camera will come online this fall with Franklin Park to follow. Ms. Mach questioned who was installing the cameras at Franklin Park. Ms. Ard answered that cameras have been rotated from the Eastside of Greenbelt to the Westside. She stated the City is in partnership with Franklin Park to install the cameras.

Based on a question asked by Mr. Jordan, Mr. Moran explained the COVID-19 pandemic had slowed down the renovation process of 10A. He stated that staff is continuing to work with the architect to finalize the project. Mr. Moran noted that staff is continuing to fundraise, applying for grants, and applying for extensions on existing grants. He advised at this time he doesn't have a timeframe when the project would be completed. Ms. Davis stated that the final draft of the plans hasn't been completed and, once finalized, staff will present the plans to Council for approval.

Ms. Mach inquired about the update of the renovation of the second space at the Old Greenbelt Theatre. Ms. Davis answered the renovation had been placed on hold due to the COVID-19 pandemic. Mr. McNeal stated that he will follow-up with Mr. Greg Varda, Director of Recreation Department, and report back to Ms. Ard and Council.

Mr. Jordan expressed his frustration regarding the Bike Share Program being delayed until next spring. He requested staff follow-up with Prince George's County Council Chair Todd Turner and the Department of Permitting, Inspections, and Enforcement (DPIE), to have the program implemented. Ms. Ard noted that staff had followed up beyond the initial letter and can send correspondence from Council to Prince George's County Council Chair Turner. Ms. Hruba explained that the City's Bike Share Program has been delayed due to the easement records and that the courts have been closed due to the COVID-19 pandemic.

Ms. Davis noted that the Council Action Requests (CAR) Report mention the progress of the code violations at the Roosevelt Center and inquired about the next steps. Ms. Hruba explained staff has been trying to reach out to the Roosevelt Center Owners. Code Enforcement has been advised to issue Municipal Infractions (MI's) on all outstanding violations.

There was a discussion regarding Short-Term Rentals. Ms. Hruba noted that Prince George's County has trying to pass legislation to clarify their enforcement. She stated she requested this item be included in Council's upcoming work session with the Prince George's County Executive.

Ms. Ard thanked the Recreation and Police staff for assisting the Park Rangers to help address the social distancing and health guidelines at the Parks.

Ms. Ard thanked all the volunteers and Police staff for assisting at the Shelter. She advised there has been interest from College Park regarding the Greenbelt Community Animal Response Team (G-CART) program.

Based on a question asked by Mr. Jordan, Mr. Kim answered the electric vehicle charging stations at Schrom Hills Park are waiting on County inspection. The electric vehicle charging stations have been installed in the parking lot of the Springhill Lake Rec Center.

There was a discussion regarding multipurpose vehicles. Based on a question asked by Mr. Jordan, Ms. Ard explained there have been items that were already ordered in advance for the fiscal year that haven't been received yet.

Mr. Jordan inquired about waste collection vendors. Mr. Kim answered that staff has been notified that waste collection will be resuming shortly.

There was a discussion regarding the Greenbelt Connection. Ms. Pope mentioned that the Greenbelt Connection is a lifesaver for many of the residents of Greenbelt. Ms. Ard thanked Ms. Palau and the Public Works staff for connecting residents to the in-person voting locations.

Ms. Ard thanked Mr. Sterling, Mr. Kim, and the Public Works staff for assisting in reconfiguring CARES space needs.

Based on a question asked by Ms. Pope, Ms. Ard explained there has been work on the Rec Track software over the last month to address the outage and server issues. Mr. McNeal noted that changing the product for the consumers and staff make some of the upgrades to the software challenging.

Based on a question asked by Ms. Davis, Mr. McNeal stated the fitness wing of the Aquatic & Fitness Center is accommodating two users per room in 45-minute increments and is in the process of expanding the hours to accommodate more users.

He explained the indoor pool has been accommodating single swimmers and is reevaluating family swim because it wasn't being utilized. Mr. McNeal advised staff is reevaluating to see if the indoor pool can accommodate younger lap swimmers to meet some of the demand from the swim team. He noted that one of the challenges is hiring certified trained lifeguards.

There was a discussion regarding pickleball. Mr. McNeal noted there was a community meeting scheduled to discuss the proposed locations of the pickleball courts but it was canceled due to the COVID-19 pandemic. He explained normally the tennis courts on Lakeside are not being used, but as of late there has been an increase.

Mr. Jordan expressed his concern and frustration regarding that the Council had expressed a strong interest in new public art over several years. He advised there have been designated areas for public art. Ms. Davis noted that the residents at Greenbelt Station Community wanted recreation amenities not necessarily public art. Ms. Ard explained correspondence was disseminated to the Council regarding the donation of art to the Municipal Building. Some of the technical issues are being worked out, making sure the artwork is preserved and protected when it is contributed to the City.

There was a discussion regarding special events. Mr. McNeal explained the Gobble Wobble will be held virtually this year due to the COVID-19 pandemic. He noted that Ms. Nicole DeWald, Art Supervisor, has been working with Ms. Palau and Ms. Sterling to develop a virtual art craft show.

Mr. McNeal stated that Mr. Chris Cherry, Performing Arts Coordinator was, developing a virtual tree lighting program.

Mr. Michael Hartman, a Greenbelt resident, requested the City establish an Employee Advisory Committee on Diversity and Inclusion; Diversity and Inclusion Strategic Plan; and the separation of the Equal Employment Opportunity (EEO) function from the Human Resources Department functions.

Mr. Bob Rand, a Greenbelt resident, read an email suggesting adding on objective to the 2021 MBO's Fiscal Year List, the main topic: Public Health and Welfare, with 3 subtopics: 1) mitigating infections and death from COVID-19; 2) housing and food security; 3) addressing racial disparities in health and welfare outcomes. Mr. Jordan thanked Mr. Rand for his suggestions. He explained the City did receive CARES Act Funding this year, and maybe the City could incorporate something similar into the next year's MBO's.

About CAR #117, Ms. Davis noted that Council hasn't received a list of the Task Force Applicants.

About CAR #46 (Updated List of Double Telephone Poles) and #103 (Neighborhood Demographic), Ms. Davis noted that both reports were sent to Mayor Byrd, but not to the rest of Council, and requested a copy of both reports.

Ms. Davis requested a copy of the Social Media Policy be sent to Council.

About CAR #121(Greenbriar Park becoming a Forest Preserve), Ms. Davis noted that she would add this item to the Work Session list at Council's next regular meeting.

In response to Mr. Rand's suggestion, Mr. Putens requested that Mr. Rand forward his suggestion to the City Manager.

About CAR #125 (COVID-19 case count for the month of September), Mr. Jordan requested that the COVID-19 case count be obtained on an ongoing basis.

About CAR #71 (Develop a Turner Place Extension Plan), Mr. Jordan stated this item has been completed. He thanked Public Works for paving the pathway.

Mr. Jordan advised the Memorandum of Understanding (MOU) between the City and the Prince George's County Public School regarding the Greenbelt Middle School fields needs to be put in place and added to the CAR Report. He noted that Greenbelt West needs recreation amenities. Mr. McNeal explained that the Recreation staff has received the MOU document, but the condition of the field is unsafe. He noted that per the agreement that was proposed by the Prince George's County Public School staff member, the City would take on fees for field maintenance.

Ms. Davis suggested contacting the City's School Board Representative to assist. Mr. Roberts suggested that the City purchase available land so that Greenbelt West has more parks and fields.

Ms. Gaymon provided Council an update on the CARES Funding. She explained the City will be submitting receipts to the County for reimbursement of \$944,772 by November 20th.

Ms. Gaymon provided the Council an update on the Financial Report. She explained, as of October 20th, that revenue collection is at a 74% rate and the expense is at 30%.

Ms. Gaymon noted that abatements will occur and she is following-up with the State to get an understanding of their process.

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

Ms. Davis seconded the motion.

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

The motion failed 3-4 (Ms. Pope, Mr. Putens, Mr. Roberts, and Mayor Byrd voted no)

There was a discussion regarding the Closed Session. Mayor Byrd noted that the City Solicitor wasn't currently on the call and the Closed Session regarding outstanding legal matters couldn't take place. Ms. Davis explained the Closed Session could be on personnel matters only. Mr. Roberts advised there wasn't any public notice regarding the Closed Session and if it is held tonight it would violate the Open Meeting Act. Mr. Jordan requested at the next City Manager's Update a Closed Session be scheduled too.

The meeting ended at 10:30 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Mark Sagan

Submitting Department: Greenbelt Police

Item Type: Reports

Agenda Section: COMMUNICATIONS

Subject:

* PSAC Report on Police Reform Procedures of Greenbelt Police Department

Suggested Action:

It is recommended that Council accept this report.

Attachments:

[Follow-up Report to May 5, 2021 PSAC Report and July 14 Council Work Session 9_7_21.pdf](#)

DATE: September 7, 2021

TO: Captain Mark Sagan, City Liaison to Public Safety Advisory Committee
Richard Bowers, Police Chief

FROM: Public Safety Advisory Committee (PSAC)
Dr. Laura Kressler, Chair
Members: Cindy Comproni, Peggy Higgins, William James, Eunice Pierre,
Mary Thomas, Stan Zirkin

CC: Nicole Ard, City Manager
Bonita Anderson, City Clerk

RE: Follow-up Report and Recommendation to May 5, 2021 PSAC Report and
July 14, 2021 Council Work Session

As the City of Greenbelt's Public Safety Advisory Committee (PSAC), we submit this report to express how profoundly disheartened and appalled we are by Mayor Byrd's comments about our committee members' race, age and participation during the July 14, 2021 council work session.

At that work session PSAC representatives outlined the recommendations for reform of police procedures for the Greenbelt Police Department (GPD) as delineated in its May 5 written report to the council. The recommendations were developed in response to a council referral for PSAC input on Mayor Byrd's PowerPoint proposal for a local Fair and Just Policing Act.

The committee took its responsibilities seriously, doubling its committee meetings over an eight-month period, reviewing large amounts of material and spending many hours in discussion. We compared the mayor's bullet-point proposal with existing GPD general orders, the Maryland state legislation passed in April 2021 and the recommendations of the International Association of Chiefs of Police. The end product was a 14-page report with 32 recommendations for reform of GPD police procedures.

In some cases we agreed with the mayor's proposals; in other cases we did not. Recognizing that significant changes were being proposed, we welcomed debate on the recommendations and an excellent exchange of ideas ensued during the meeting.

However, near the end of the meeting, Mayor Byrd, turned the meeting into a thinly veiled attempt to undermine the deliberations of PSAC by implying that our committee could not possibly understand police reform because the committee members were insufficiently represented by African Americans. He began by asking "Do you think that the racial composition of the public safety advisory committee is reflective of the city?"

We quickly responded yes, pointing out that the committee consisted of 4 Whites and 3 Blacks and that our recommendations were adopted unanimously. The mayor then pivoted and questioned whether young African American males were on PSAC, implying that only persons of that race, gender and generation could possibly understand police deficiencies.

Later, he again took the committee to task regarding its membership and dynamics, opining that PSAC was not representative because the presentation at the work session was made by two “non-black members of the committee” and, based upon his observations of the PSAC meetings he attended, the committee meetings preceding the report were also dominated by “non-black” committee members. For accuracy, it is noted that the mayor briefly attended only one PSAC meeting, leaving the meeting soon after he made his comments to the committee.

In response, Eunice Pierre, one of the black members of our committee, immediately took umbrage with the mayor’s account, asserting her and other PSAC members’ active involvement and substantive contributions to the report. Dr. Laura Kressler, Chair of PSAC, also responded, noting that council, not the committee, is responsible for appointing members to the PSAC.

All members of PSAC fully support Ms. Pierre and Chair Kressler and their remarks. Each committee member played a critical role in the outcome of our report and the committee as a whole determined who would present the report to the council.

We are proud of our work. We took the referral to advise on the difficult issues of police reform in Greenbelt seriously. We worked hard and came to a consensus on particularly challenging, sensitive issues that communities across the country are struggling with and produced what is recognized as a detailed, quality product. The quality of the report was applauded not only by numerous council members, but by the mayor himself: “I definitely echo [my colleagues in] my gratitude for all the work that went into this. I think it was a very thoughtful set of recommendations...I am definitely pleased.”

So then to attack and undermine the committee members themselves is extraordinarily disappointing. The nature of the mayor’s comments regarding the race, age and contributions of PSAC members were divisive and hurtful. While saying he “hoped nobody takes this personal...I don’t...”, Mayor Byrd tried to turn what was a mostly professional and substantive discussion into his own personal polemic.

Words have an impact. The mayor’s attempts to minimize the effect of his comments about the demographics and contributions of PSAC members were either disingenuous or reflect a lack of understanding of the impact of these comments to council appointed, unpaid Greenbelters who earnestly took on these issues for the betterment of Greenbelt. It would have been much more constructive to remain focused on the

report's almost 3 dozen recommendations of which the mayor expressed overall appreciation several times.

We are concerned that if such disrespect can happen to us, it can happen to other city-appointed committees. **We recommend the council work to assure that these types of inappropriate comments do not carry over in discussions with other sister committees. Not to do so could have the additional impact of deterring other Greenbelters from volunteering, who have much to contribute to our community, regardless of their age or race.**

Thank you for your attention to this matter.

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Terri Hruby

Submitting Department: Planning

Item Type: Board and Committee Reports

Agenda Section: COMMUNICATIONS

Subject:

* APB Report 2021-03: Request for Lakeside Drive Traffic Study

Suggested Action:

It is recommended Council accept this report. This item appears later on this evening's consent agenda for Council action.

Attachments:

[APB Report 2021-03_Request for Lakeside Drive Traffic Study.pdf](#)

ADVISORY PLANNING BOARD

REPORT NO. 2021-03

REPORT TO COUNCIL

Date: 9/7/2021

SUBJECT: Request for Lakeside Drive Traffic Study

In response to several recent serious car accidents on Lakeside Drive, and concerns related to pedestrian safety and excessive vehicular speed, the Advisory Planning Board hereby requests City Council direct Planning & Community Development staff to conduct a traffic and pedestrian study on Lakeside Drive. This study would be expected to review options for reducing the speed limit, installing speed reduction measures (e.g. stop signs at intersections, speed humps/bumps, rumble strips), and the feasibility of installing sidewalks to reduce pedestrian use of the roadway along Lakeside Drive. This request was voted on by the Board at the September 1, 2021, meeting, and passed in a vote of 5-0.

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Brian Townsend

Submitting Department: Public Works

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Forest Preserve Report #2020-02 (Adding Greenbriar Park to the Forest Preserve)

Suggested Action:

Reference: FPAB Report to Council 2020-03 - Add Greenbriar Park to Forest Preserve

At the August 16 Council Work Session, the Forest Preserve Advisory Board presented to Council their recommendation to transfer Greenbelt Park into the Forest Preserve.

The Forest Preserve Advisory Board reviewed the forested city property in Greenbelt East and proposed adding an existing city park, Greenbriar Park, as a new tract in the Forest Preserve. This parcel was rejected for various reasons when the Preserve was first established, but the board felt that after 15 years, a review was needed.

Greenbriar Park should be permanently protected by being added as a new tract in the Forest Preserve. Greenbriar Park is a special patch of forest in Greenbelt. It has been continuously forested since the founding of Greenbelt and is a healthy forest with high plant diversity and an interesting mix of plants and habitats, including uncommon and rare plant and plant varieties.

Council approval is sought.

Attachments:

[FPAB_Report_to_Council_2020-03_Add_Greenbriar_Park_Preserve.pdf](#)

SUBJECT: Adding Greenbriar Park to the Forest Preserve

DATE: June 26, 2020

BACKGROUND: The Forest Preserve Advisory Board has reviewed forested city property in Greenbelt East and proposes to add an existing city park, Greenbriar Park, as a new tract in the Forest Preserve. This parcel was rejected for various reasons when the Preserve was first established, but the board felt that after 15 years a review was needed.

DISCUSSION: Greenbriar Park is a city park located at the southwest corner of the intersection of Hanover Parkway and Mandan Road. It consists of two parcels: Parcel E is 1.0 acres and Parcel 202 is 7.0 acres. The park is completely forested, but there is a picnic area and a former fitness course (now unused) in the park. There are several wide well-used trails and a few smaller informal trails in the park. The wide trails receive foot traffic from park visitors; people may use it as a short cut from the Greenbriar and Glen Oaks apartment complexes to Eleanor Roosevelt High School. Litter can often be found where the trails converge, and the southwest corner of the park appears to be used as a hangout by Roosevelt High School students.

This park receives little formal use and is not programed by the city recreation department. The picnic area is underused and many of the amenities are in disrepair. The once-grassy picnic area has recovered with native plants growing amidst the benches and pavilion. Pink ladyslipper, an uncommon orchid grows in the picnic area.

Greenbriar Park has been continuously forested since the founding of Greenbelt. The forest is very healthy, with an interesting assortment of plants. This may be due to the topography and to areas of wet soil. There are plants that are typically found in wetlands, such as sweetbay magnolia, cinnamon fern, and swamp azalea, growing next to plants that grow in very dry soils, such as white oak, Allegheny chinquapin, and the ladyslippers mentioned earlier. The site has a pair of red-tailed hawks nesting in a tree this year. Members of Greenbelt Biota, a natural history club, have seen blue-tailed skinks, several species of snakes, and many species of nesting birds over the past few years.

Members of the Maryland Native Plant Society recently visited the park. One member, Rod Simmons, wrote:

This is a really nice site and worthy of many return visits... Much of it is a vast, acidic seepage and lycophyte belt (capillary fringe where the water table is permanently near

the surface but not saturated)... It was a nice surprise to see a number of fairly tall *Rhododendron viscosum* var. *glaucum* [clammy swamp azalea]. This is an ancient relictual plant that is rarely seen in our region today, but is well preserved and flourishing here... Another great find - and an even more unusual one because it is wholly unexpected - was mature Sweet Birch (*Betula lenta*) in the lycophyte-ericad seepage. None of these appeared planted - and moreover, have never been documented naturally for Prince George's County (entirely on the Coastal Plain and a little Fall Zone) – and yet here they were.

Ericads are a shrub family that includes blueberries, azaleas, mountain laurel and other heath plants. Lycophytes are related to ferns and a commonly called clubmoss, ground cedar, or ground pine. He described a rare variety of swamp azalea that exists there and discussed the unlikely presence of sweet birch in this region. Sweet birch is a piedmont and montane tree has only been found in one other location in Prince George's County. Another botanist, Michael Ellis, wrote this:

This park is a fine example of the fascinating Coastal Plain plant communities of Prince George's County, and offers unique ecology. Owing to the site's history of very little disturbance of the site, the site retains a well-preserved native soil structure and unique subsurface hydrology, with an absolutely pristine forest interior comprised of almost entirely of native species. Because of the phenomenal ecology the site provides I recommend this site be preserved and protected from undue harm and placed in a permanent conservation status.

Mr. Simmons is a well-known botanist in the region. He is the former president of the Maryland Native Plant Society, and is a botanist for the City of Alexandria, Virginia. Mr. Ellis is a current board member of the Maryland Native Plant Society and is the former vegetation ecologist for Prince George's County Parks. He is currently the curator for native plants at the University of Maryland College Park campus arboretum. Mr. Ellis' letter contains a complete plant list for the site. The two letters that Mr Simmons and Mr Ellis wrote after the field trip to Greenbiar Park are attached as Appendix A to this report.

There is a moderately-incised stream that runs through the center of the park. Based on an examination of aerial photographs this stream seems to have appeared and become incised since the mid-1960's. Currently the source of the stream is a stormwater pond adjacent to the southern end of the park. The stream does not appear to be eroding or becoming further incised. In 2014 a firm approached the city with a plan to restore the stream. At the time FPAB and several other advisory boards opposed this plan and the firm chose another site. That decision saved this forest from being opened to heavy construction, major tree removal, and major damage to plant communities adjacent to the stream.

Greenbriar Park was not recommended for inclusion by the original Task Force because “there is no pressing or urgent demand on the use of this park for any use other than those previously described, which would indicate that the aggressive protection associated with the forest preserve designation is not necessary.” (Management and Maintenance Guidelines 2006, Appendix A, p. 61). The original task force also stated that designation of preserve tracts should be reserved for forests with “some strategic value”. The task force wrote that “opportunity must be retained for the city to respond to future recreation and park needs, and this requires that some city properties not be designated as forest preserve... this parcel should be excluded, at least for the time being, from the forest preserve program.”

RECOMMENDATION: Greenbriar Park should be permanently protected by being added as a new tract in the Forest Preserve. Greenbriar Park is a special patch of forest in Greenbelt. It has been continuously forested since the founding of Greenbelt and is a healthy forest with high plant diversity and an interesting mix of plants and habitats, including uncommon and rare plant and plant varieties. The park’s unlikely hydrology has led to a strange and rare admixture of plant. The unused picnic area has become a grassy glade with several species of native grasses, sedges, and mosses in the centers, with blueberry shrubs, ferns and orchids growing on the fringes.

FPAB disagrees with the assessment that this site has no strategic value. The eastern portion of Greenbelt lacks a large, significant patch of forest, although it does have several 5-20 acre forested areas that could contribute to the variety and quality of the Preserve if they were added. The only Preserve parcel in Greenbelt East is the Sunrise Tract. Greenbrier is an older, healthier forest than Sunrise, which was open grassland in 1938. Adding Greenbrier would double the amount of acres in Greenbelt East that are protected by the preserve designation.

This is a unique and interesting small patch of forest. It should be preserved due to its uniqueness and to expand the preserve further into the eastern portion of the city.

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Brian Townsend

Submitting Department: Public Works

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Forest Preserve Advisory Board Report #2021-02 (Interim Piloting of Trail Management Activities in the Greenbelt City Forest Preserve)

Suggested Action:

Reference:

At the Work Session on August 23, 2021, Greenbelt City Council members requested additional information on the planned pilot activities. This supplemental note, prepared by FPAB member Bryan Bruns, describes maintenance activities for the trail sections proposed for the pilot. A draft of this note was circulated for comment by FPAB members, however, this note has not been reviewed or approved at a formal FPAB meeting. Figure 1 shows types of problems and planned maintenance options, including approximate locations as indicated by numbers on the map, which are then discussed for different sections of trail.

Attachments:

[Trail pilot description210909.pdf](#)

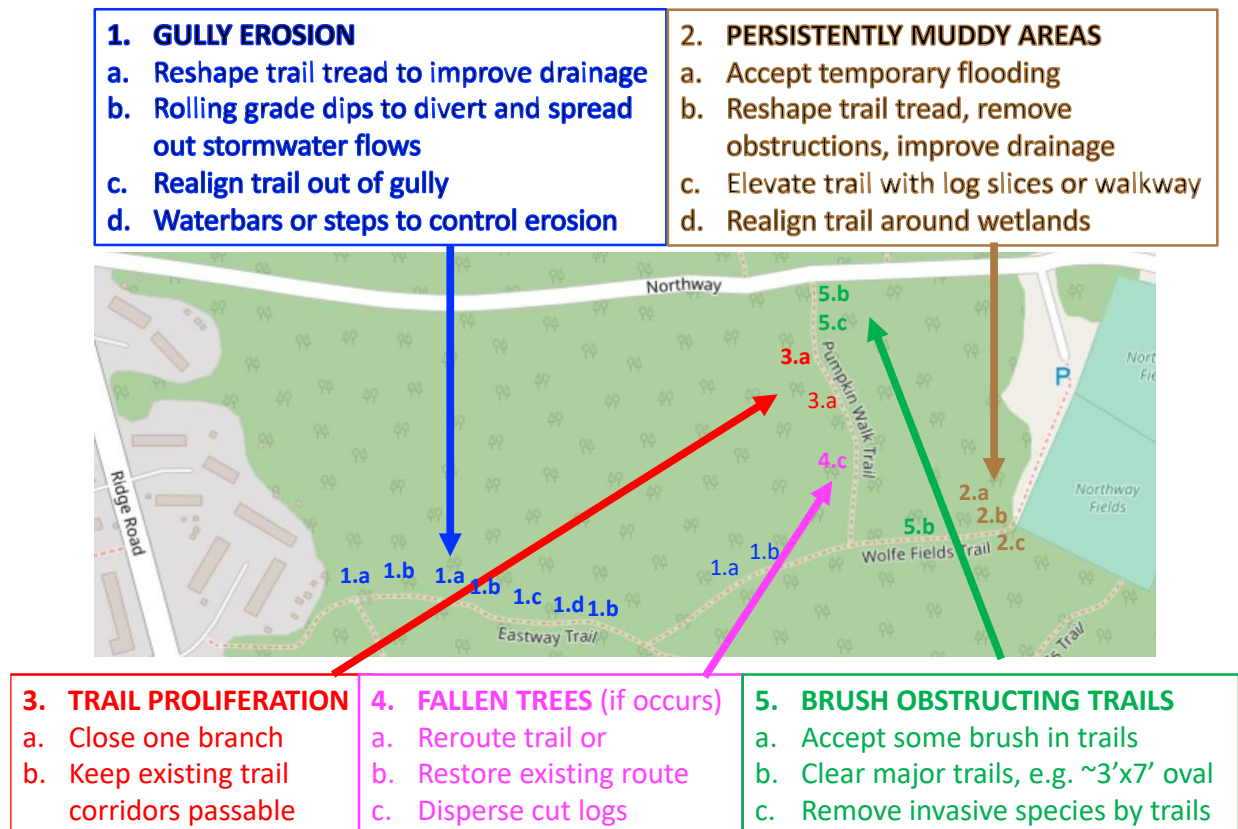
SUBJECT: Interim piloting of trail management activities in the Greenbelt City Forest Preserve – **Supplementary note on pilot activities**

DATE: September 8, 2021

BACKGROUND. At the Work Session on August 23, 2021, Greenbelt City Council members requested additional information on the planned pilot activities. This supplemental note, prepared by FPAB member Bryan Bruns, describes maintenance activities for the trail sections proposed for the pilot. A draft of this note was circulated for comment by FPAB members, however, this note has not been reviewed or approved at a formal FPAB meeting. Figure 1 shows types of problems and planned maintenance options, including approximate locations as indicated by numbers on the map, which are then discussed for different sections of trail.

Overall, trail maintenance is intended to allow enjoyment of the forest while concentrating impacts such as on vegetation and soil compaction into a narrow corridor thereby protecting the rest of the forest preserve. Maintenance is intended to protect the natural character of the forest preserve, and so would be designed to be unobtrusive and compatible with the existing terrain and habitat. This includes shaping the trail and its edges in natural forms: gently curved, rough, or irregular, rather than straight edges and right angles. Pilot activities would focus on problems

Types of pilot activities and approximate locations



for which previous (unauthorized) volunteer maintenance has been inadequate or counterproductive. Activities would be primarily implemented through a series of volunteer workdays, with assistance from Public Works if necessary for specific activities, such as making log disks (“tree cookies”) or narrow walkways for crossing muddy areas. Pilot activities would generally be intended to maintain trails as they have developed through usage over the years, while remedying or reducing specific problems.

A. Trail from Eastway/44 Court Ridge. The main problem in this section of trail is erosion with some sections severely gullied and others at risk of becoming so. Several different options for reducing erosion and making the trail more walkable will be tried out.

- Where the trail is not severely eroded, reshape the trail tread to improve drainage, removing accumulated material on the downhill edge of the trail tread.
- Where the slope below the trail permits, install rolling grade dips capable of moving larger flows of water off of the trail. These create a slight rise in the trail after a gentle dip to divert water into a swale or wide ditch by the trail.
- In deeply gullied areas, relocate the trail, for example to higher land next to the current trail and control erosion in the (old trail) gully using logs, berms, and trenches. In some cases users have already started to shift from the gullied trail to a new route on the shoulder of the gullied trail.
- If relocation of a gullied trail seems infeasible or inappropriate, use logs to create steps or waterbars to help keep the route passable and reduce erosion.
- After any maintenance work, place leaves over exposed earth to restore a natural appearance.

B. Pumpkin Walk Trail south from Northway Road. There are two places where the trail branches into two paths, an example of trail proliferation. This appears to be due to people trying to avoid a muddy section of trail. There are several areas where fallen trees have blocked the trail in the past. Sawn logs have been placed at the side of the trail, in ways that are not inconspicuous and that can interfere with trail drainage.

- For the two places with divided trails, close off the lower (eastern) side, using branches or brush from nearby areas. For the closed trail, remove outside materials such as boards and wooden pallets, and rearrange logs and branches to restore a more natural appearance. On the retained branch, reshape trail tread if this can improve drainage.
- For areas where trees fell across the trail and were sawn to reopen the trail, rearrange logs left beside the trail to restore natural appearance and runoff flows.
- If trees fall across the trail during the pilot period, promptly assess the location to decide whether to reroute the trail around the fallen tree(s) or reopen the existing path. If rerouting appears preferable, mark a new path (promptly, to prevent unauthorized detours from being created). As a temporary measure, use flagging tape to mark the new route and post temporary explanatory signage. If the trail is to be reopened and the size of the tree(s) or amount of work is beyond what can be conveniently done using volunteer labor with handsaws, then seek assistance from suitably qualified chainsaw operators, such as from the Public Works Department.

- Selectively remove brush encroaching into the trail, such as near the entrance from Northway Road, especially if this would help keep the existing trail passable, reduce exposure to ticks, prevent users from widening the trail to avoid intruding brush, and also prevent the damage and disease that can result from users bending and breaking branches. This could include removal of invasive species in and along the trail, such as multiflora rose, Japanese honeysuckle, and stiltgrass. Poison ivy in or immediately next to the trail may also be removed if and only if located where trail users might be likely to come into contact with it. Control of brush in the Hamilton Woods could be based on an 18" wide trail tread and a clearance area along the trail in accordance with the width and height of current (unauthorized) trail clearance, which is approximately 3 to 4 feet wide and 6 ½ to 7 feet high and could be done in a roughly oval shape.

C. Trail to Wolfe Fields (Northway Athletic Fields). The section of this trail near the fields experiences periodic temporary flooding, presumably in part due to the runoff from the elevated playing fields (built on top of the former landfill). Some (unauthorized) volunteer efforts have placed boards in this area to help make it easier to cross., but have only been partially effective.

- For some areas where rainwater runoff crosses the trail it, may be necessary and wiser to accept temporary flooding for a period of hours or even days after heavy rains, even if this impedes use of the trail.
- Reshape trail tread and remove logs if they are obstructing drainage and create a gentle swale to direct water towards the deeper channel to the east.
- Try out two different options for making it easier to cross muddy areas: circular log disks as steppingstones and narrow two-board walkways. A pair of boards, 2"x6" or 2"x8" can be placed on timber crosspieces, e.g. 6"x6" or 8"x8" to elevate the walkway above standing water and allow water to flow underneath.
- Selectively remove brush obstructing the trail as discussed above, especially if this would help keep the existing trail passable and prevent users from widening the trail to avoid intruding brush.
- Remove unnecessary boards and other outside materials to restore a more natural appearance to the trail.

Sources for information on trail design and maintenance:

Forest Preserve Stewardship Guidelines. City of Greenbelt, Maryland, 2019.

Natural Surface Trails by Design: Physical and Human Design Essentials of Sustainable, Enjoyable Trails. By Troy Scott Parker. Natureshape. 2004. Also see <http://www.natureshape.com/index.html>

Trail Fundamentals and Trail Management Objectives. USDA Forest Service. September 2016. <https://www.fs.usda.gov/managing-land/trails/trail-management-tools/trail-fundamentals>

Trail Construction and Maintenance Notebook 2007 Edition. Woody Hesselbarth, Brian Vachowski, and Mary Ann Davies. USDA Forest Service. <https://www.fs.fed.us/t-d/pubs/htmlpubs/htm07232806/toc.htm>

Drainage Design & Drain Dips. PCTA Trail Skills College Curriculum Instructor Planning Guide. Course 201. https://www.pcta.org/wp-content/uploads/2012/11/201_Drainage_Design_Drain_Dips_v0311.pdf?x20165

Lightly on the Land: The SCA Trail Building and Maintenance Manual. By Robert C. Birkby. The Student Conservation Association. Mountaineers Books. 2005.

Appalachian Trail Design, Construction, and Maintenance. By William Birchard, Jr. and Robert Proudman. Appalachian Trail Conference. 2000.

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Bonita Anderson

Submitting Department: Finance

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Davenport - Proposed Financial Policies Adopted by Council

Suggested Action:

Reference:

Memorandum, B. Gaymon, 09/09/2021

City of Greenbelt - Financial Policies from Davenport to Council

The City of Greenbelt engaged Davenport & Company LLC to complete a comprehensive review of the City's financial status and debt profile. In May 2021, Davenport made their first presentation to Council on the topic of financing strategies that could fund all or a portion of upcoming capital needs. The Davenport presentation also included other objectives including 1) providing the City with a perspective of its economic and demographic profile, as well as its financial and debt position; 2) reviewing the City's long-term capital needs, and potential methods for addressing them; 3) suggesting possible actions or strategies the City might employ to improve its credit rating profile were the City to consider issuing rated bonds; and 4) providing recommendations on possible next steps. Council expressed some interest in learning more about possible funding opportunities and expressed their desire to continue conversations on the other recommended objectives. With this, Davenport agreed to prepare a schedule of working groups to continue discussions over the next six months.

The first working group was held on August 11th to discuss Davenport's recommended reserve and debt policies. A discussion was held allowing all Council questions to be answered by Davenport.

The final version of financial policies are presented for Council adoption.

Council approval is sought.

Attachments:

[Memorandum, B. Gaymon, 09/09/2021.pdf](#)

[City of Greenbelt - Financial Policies from Davenport to Council for 9-13-2021 Meeting.pdf](#)



CITY OF GREENBELT

Memorandum

Date: September 9, 2021

To: Nicole Ard, City Manager

From: Bertha A Gaymon, City Treasurer

Re: Recommended Financial Policies from Davenport & Company

The City of Greenbelt engaged Davenport & Company LLC to complete a comprehensive review of the City's financial status and debt profile. The main goals and objectives of Davenport's Financial Review and Roadmap were: 1) to provide the City with a perspective of its economic and demographic profile, as well as its financial and debt position with respect to historical City trends, current peers, and national medians for the General Fund; 2) to review the City's long-term capital needs, and potential methods for addressing them; 3) where appropriate, to suggest actions or strategies the City might employ to improve its credit rating profile were the City to consider issuing rated bonds; and 4) to provide initial observations and recommendations based on the foregoing, and where appropriate, discuss next steps.

In May 2021, Davenport presented the City with several financing strategies that could fund all or a portion of upcoming capital needs which would allow the City to take advantage of the current low interest rate environment. Council expressed some interest in learning more about possible funding opportunities and expressed their desire to continue conversations on the other recommended objectives. With this, Davenport agreed to prepare a schedule of working sessions to continue discussions over the next six months.

The first working worksession was held on August 11th to discuss Davenport's recommended reserve and debt policies. A discussion was held allowing all Council questions to be answered by Davenport. Council agreed the proposed financial policies were necessary and asked Davenport to make several adjustments and present the final versions of the reserve and debt policies.

The final version of the reserve and debt policies are being presented for Council adoption.

City of Greenbelt - Recommended Draft Financial Policies (September 13, 2021)

- **Debt as a Percentage of Full Value:** The City will maintain its tax-supported debt at a level not-to-exceed three percent (3%) of full value. This ratio is a measure of debt capacity and allows the City to determine if additional debt can be issued to fund current and/or future capital needs.
- **Debt Service as a Percentage of Total Governmental Fund Expenditures:** The City will maintain its annual tax-supported debt service (as recorded in the Debt Service Fund) at or below twelve percent (12%) of total governmental fund expenditures with a target of 10% or less. This ratio is a measure of debt affordability and allows the City to determine its ability to repay tax-supported debt without affecting other general government services.
- **Total Fixed Costs as a Percentage of Total Governmental Fund Expenditures:** The City will calculate a fixed cost burden that will measure the City's overall financial flexibility. The City's fixed cost burden will be calculated as a total of annual tax-supported debt service from the Debt Service Fund, annual pension contributions and annual contributions for Other Post-Employment Benefits ("OPEB") as a percentage of total governmental fund expenditures. The City's fixed cost burden shall not exceed 25% of total governmental fund expenditures.

- **Reserve Policy:**

- **Rainy Day Fund:** The City will establish a Rainy Day Fund ("RDF") that will be maintained at a level not less than fifteen percent (15%) of General Fund expenditures. Reserves in the RDF should be considered restricted and only available for use to help offset significant revenue or expenditure fluctuations driven by extreme one-time events such as natural disasters, global pandemics, economic recessions, and/or federal mandates. Use of RDF reserves requires a supermajority vote of City Council.

If the City Council, upon the recommendation of the City Manager and the City Treasurer, wishes to appropriate RDF reserves such that the amount would fall below its 15% threshold, such appropriation must be accompanied by a reserve replenishment plan that restores the fund balance to its policy level within the subsequent three years.

- **Budget Stabilization Fund:** The City will establish a Budget Stabilization Fund ("BSF") that will be maintained at a level not less than three percent (3%) and a target of five percent (5%) of General Fund expenditures. Reserves in the BSF can help offset any revenue or expenditure fluctuation that may occur in any given fiscal year with a simple majority vote of City Council. Reserves in the BSF should be utilized before any draws can be made on the RDF.

At the close of each fiscal year, the BSF shall receive any remaining operating surplus after the Rainy Day Fund is full. Balances in the BSF will be allowed to accumulate until they reach an amount equal to 5% of General Fund expenditures. Once the BSF reaches the 5% target, 50% of any surplus normally allocated to the BSF will fall to the unassigned General Fund balance, which may be appropriated by City Council for one-time expenditures.

- **Capital Reserve Fund:** The City recognizes that continued, periodic reinvestment and maintenance of capital infrastructure is critical to maintaining the quality of life residents and businesses and minimizing the additional cost associated with deferred maintenance. Direct funding for the Capital Reserve Fund (“CRF”) shall come from 50% of any annual operating surpluses in the City’s General Fund, as long as the City’s 15% policy for the RDF and 5% target for the BSF have been met.

Monies in the CRF shall be appropriated by the City Council for payment of debt service that was incurred for capital projects or to directly fund capital expenditures.

- **Frequency of Financial Policy Review:** The City will review these policies to determine if they are still applicable or if any changes need to be implemented at least every two years after adoption.

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Food Trucks in Greenbelt

Suggested Action:

Mayor Byrd requested this item to be added to the agenda.

The motion is to direct staff to:

- Establish a weekly food truck night at a City park (with some being at Schrom Hills Park and some being at Buddy Attick Lake Park); and
- Coordinate on and facilitate including food trucks as part of upcoming major City events, including (but not necessarily limited to):
 - 4th of July
 - Black History Month
 - Fall Fest
 - Annual Egg Hunt
 - Greenbelt Day Weekend
 - Gobble Wobble
 - Winter Lights Festival (formerly Festival of Lights)

Attachments:

[Food Truck Event Memo.pdf](#)

Memo

To: Nicole Ard
CC: Anne Oudemans; Tim George
From: Andrew Phelan; Charise Liggins
Via: Greg Varda
Date: September 7, 2021
Subject: Food Truck Event

In response to City Council's August 18 work session on food trucks in Greenbelt, Recreation staff convened with Economic Development Coordinator, Charise Liggins, on Friday, August 27 to discuss the feasibility of the City offering food truck events. While staff supports the idea of a food truck event in the community, we strongly urge the City to take a more deliberate approach when introducing such an event. Staff recommends that the City's first venture into food trucks focuses on a one-time, standalone food truck event at Schrom Hills Park. This approach could be supported with current staffing and it would provide an opportunity to test the demand for potential growth/expansion of food truck events. Staff has numerous reservations about supporting more frequent food truck events in the City.

Coordinating regular food truck events would require a significant time commitment from staff and would be especially difficult to execute with current staffing. Food trucks are highly regulated by Prince George's County, only allowing for the designation of food truck hubs with two or more vendors or as part of a special event. For food truck hubs, a coordinator is required to be present at every designated food truck hub event. A collaborative effort from multiple City departments (Recreation, Planning & Community Development, Public Works, Police) would be necessary for any food truck event. A successful event would demand staff committed to coordinating event logistics, securing permits, marketing, traffic control, trash/cleaning, and many other tasks related to the planning and execution of the event. Staff is confident in the ability of our dedicated employees to support a great food truck event, but weekly or monthly events would be especially taxing on staff, directly impacting the quality of each event.

In addition to the staffing and time commitment concerns, Staff is also cognizant of the potential impact of regular food truck events on our brick-and-mortar restaurants. Prior to the Covid19 pandemic, restaurants operated on very tight profit margins. Since the pandemic, local restaurants continue to struggle because customers are still hesitant to dine in; there are staffing shortages; and an ongoing need to maintain social distancing. While we are always looking for different ways to serve the community, we have to keep in mind the potential impacts a regular food truck event can have on the customer base of local restaurants. Much like restaurants, food trucks are businesses that rely on paying customers to visit them on a regular basis. If a food truck program fails to deliver the volume of customers on a weekly or monthly basis, the food truck vendors will take their business elsewhere.

Staff supports the introduction of a single food truck event. If successful, the event could ultimately evolve beyond an annual event. In an effort to ease the demands on staff, the City should consider a model similar to the Greenbelt Labor Day Festival and Greenbelt Farmers Market, designating a community group to lead the coordination of food truck events. City departments could provide in-kind support for what could ultimately be another great community-driven event.

The Economic Development Coordinator is also available to provide one-on-one technical assistance on the process of becoming a food truck vendor or hosting a special event. Staff can create an online portal of resources for Greenbelt-based food trucks that want to start or expand including information on County food truck business licenses, food truck websites and regional food truck associations. As of August 21, 2021, there is currently one registered Greenbelt-based food truck vendor from a list of eighty-five provided by the County's Health Department Food Protection Program Chief.

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Extend Noise Ordinance Hours for Roosevelt Center

Suggested Action:

Mayor Byrd requested this item be added to the agenda to request that the City extend the New Deal Cafe's Blues Festival permit one hour later to 10pm on September 25th.

Attachments:

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

American Rescue Act Plan Immediate Spending

Suggested Action:

Reference: Memorandum, N. Ard, 09/19/2021

Based on the discussion at the August 30, 2021 Council Work Session, staff has revised the American Rescue Plan Act (ARPA) Immediate Funding Plan, presented below. As laid out in the pages that follow, the recommended funding level for the Immediate Funding Plan has been increased to accommodate assistance to homeowners as well as to provide contract-employee assistance in processing the expected volume of applications.

To this end, staff is recommending that Council set aside \$1.6M to be allocated over the next four (4) months to provided assistance to residents, businesses and other Greenbelt-located or serving entities in need. This amount reflects a small overall share of the City's ARPA funds, approximately 7%, but will provide important urgent and meaningful assistance.

The funds would be divided with \$500,000 being allocated for resident rental assistance programs, \$500,000 being allocated for business assistance programs and \$500,000 allocated for mortgage/HOA fee assistance. The remaining \$100,000 will provide immediate assistance to non-profits (including food banks) and will fund two (2) contract employees that will assist CARES and Economic Development in rapidly reviewing and processing the assistance applications and delivering funds to those in need. The City recognizes that there are other sources of relief funding, such as the County rental relief program. Residents and businesses may choose to seek those resources instead of City funds. City and County staff will continue to coordinate awards to avoid duplication.

Staff is requesting that Council review and approve the ARPA Immediate Funding Plan and

allocate \$1.6M in ARPA funds to carry out the programs and activities described in the attached memorandum.

Attachments:

[Memorandum, N. Ard, 09/19/2021.pdf](#)



MEMORANDUM

DATE: September 13, 2021

TO: City Council

FROM: Nicole Ard, City Manager
ARPA Project Team

RE: American Rescue Plan Act – Immediate Funding Plan: Resident/Business Assistance

Based on the discussion at the August 30, 2021 Council Work Session, staff has revised the American Rescue Plan Act (ARPA) Immediate Funding Plan, presented below. As laid out in the pages that follow, the recommended funding level for the Immediate Funding Plan has been increased to accommodate assistance to homeowners as well as to provide contract-employee assistance in processing the expected volume of applications.

To this end, staff is recommending that Council set aside \$1.6M to be allocated over the next four (4) months to provided assistance to residents, businesses and other Greenbelt-located or serving entities in need. This amount reflects a small overall share of the City's ARPA funds, approximately 7%, but will provide important urgent and meaningful assistance.

The funds would be divided with \$500,000 being allocated for resident rental assistance programs, \$500,000 being allocated for business assistance programs and \$500,000 allocated for mortgage/HOA fee assistance. The remaining \$100,000 will provide immediate assistance to non-profits (including food banks) and will fund two (2) contract employees that will assist CARES and Economic Development in rapidly reviewing and processing the assistance applications and delivering funds to those in need. The City recognizes that there are other sources of relief funding, such as the County rental relief program. Residents and businesses may choose to seek those resources instead of City funds. City and County staff will continue to coordinate awards to avoid duplication.

Staff is requesting that Council review and approve the ARPA Immediate Funding Plan and allocate \$1.6M in ARPA funds to carry out the programs and activities described below.

City of Greenbelt COVID-19 Rental and Utility Assistance Program

- The purpose of the City's Rental and Utility Assistance Program is to provide financial support to residents who have been impacted by COVID-19. Assistance can be provided for past due rent and utilities that occurred beginning April 1, 2020. Maximum grant amount of \$10,000 per household. With an initial ARPA allocation of \$500,000, this initial Immediate Funding program anticipates serving 50-75 households.
- Residents in need of more than \$10,000 will be referred to the County Rental and Utility Assistance Program. The County program offers to cover "Past due rent or utilities beginning April 1, 2020, up to 18 months".

Eligibility:

- Must live with the City of Greenbelt
- Must show financial hardship due to COVID-19
- Must meet income guidelines
- May have received less than \$10,000 in Rental Assistance from City or County Rental and Utility Assistance Programs.
- Cannot have received \$10,000 or more previously from the City or County Rental and Utility Assistance program. Residents who exceed the \$10,000 maximum amount will be referred to the County Rental and Utility Assistance Program which is offering up to 18 months of assistance.

Requirements:

- 1) Completed Application
- 2) Submission of documents:
 - 30 Day Proof of income or unemployment
 - Copies of Monthly bills (phone, cable, electric, etc.)
 - Copy of Lease or Letter from Landlord
 - Completed Landlord Form

Note: The Federal Treasury does not require proof of resident status thus it will not be required for this grant program.

Grant Amount:

- A household may receive up to \$10,000 in rental and utility assistance
- Households who previously received assistance totaling less than \$10,000, from the City or County may apply for additional assistance. No household is to receive more than \$10,000 in Rental Assistance total.

- Households that need more than \$10,000 in combined Rental and Utility Assistance will be referred to the County Program.

County Coordination:

The program will coordinate with the Prince George's County Department of Housing and Community Development (DHCD) to ensure applicants are enrolled in one program for assistance.

Grant Disbursement:

Grant checks will be made out to the Landlord.

Income Guidelines for Rental and Utility Assistance

Household income at or below 80% of Area Median Income (AMI)

Household Size	<u>Extremely low income</u> (30% AMI = Maximum Income)	<u>VERY</u> <u>LOW INCOME</u> (50% AMI = Maximum Income)	<u>LOW INCOME</u> (80% AMI = Maximum Income)
1	\$27,100	\$45,150	\$57,650
2	\$31,000	\$51,600	\$65,850
3	\$34,850	\$58,050	\$74,100
4	\$38,700	\$64,500	\$82,300
5	\$41,800	\$69,700	\$88,900
6	\$44,900	\$74,850	\$95,500
7	\$48,000	\$80,000	\$102,100
8	\$51,100	\$85,150	\$108,650

Source: Chart from Prince George's County ERAP Program - DHCD

City of Greenbelt COVID 19 Mortgage and HOA/GHI Cooperative Fees Assistance Program

- The purpose of the City's Mortgage and HOA/GHI Cooperative (HOA/Co-op) Assistance Program is to provide financial support to residents who have been impacted by COVID 19. Assistance can be provided for past due mortgage and HOA/Co-op payments that occurred beginning April 1, 2020.
- Maximum grant amount of \$10,000 per household. This Immediate Funding program anticipates serving 50-75 households.

Eligibility:

- Must live with the City of Greenbelt
- Must show financial hardship due to COVID 19
- Must meet income guidelines (100% AMI or below)
- Can receive for both past due mortgage and HOA/Co-op fees up to \$10,000 total per household. For example resident could receive \$8,000 past due mortgage and \$2,000 past due HOA fees.

Note: State Assistance program proposes to offer \$5,000 in assistance per household for past due Mortgage payments. The State of Maryland has not yet released the requirements for the mortgage assistance program. The City of Greenbelt is may revisit the criteria and outlay of funds to be consistent with the State program.

Requirements:

- 1) Completed Application
- 2) Submission of documents:
 - 30 Day Proof of income or unemployment
 - Copy of notice from lender of imminent danger to displace or to foreclose
 - Copy of current Mortgage and/or HOA/Co-op payment due
 - Completed Mortgage Lender Form and/or HOA/Co-op Manger form

Grant Amount:

- A household may receive up to \$10,000 in Mortgage and HOA/Co-op fee assistance

Grant Disbursement:

- Grant checks will be made out to the Mortgage Lender or HOA/Co-op.

Income Guidelines for Mortgage and HOA/Co-op Fees Assistance

FY 2021 HAF Income Limits for Washington-Arlington-Alexandria, DC-VA-MD HUD Metro FMR Area:

FY 2021 HAF Income Limits Summary for Washington-Arlington-Alexandria, DC-VA-MD HUD Metro FMR Area								
	1-Person	2-Person	3-Person	4-Person	5-Person	6-Person	7-Person	8-Person
Greater of 100% AMI or 100% U.S. Median Income	\$90,300	\$103,200	\$116,100	\$129,000	\$139,350	\$149,650	\$160,000	\$170,300

Source: Chart from State Homeowner's Assistance Fund Proposal - DHCD

Greenbelt Business Improvement and Recovery Fund **Immediate ARPA Action Plan (Round II)**

The Greenbelt Business Improvement and Recovery Fund, ARPA Funded Round II, is being recommended to offer financial assistance to local small businesses, sole proprietorships, self-employed individuals, independent contractors, cooperative businesses and 501(c)3 nonprofit organizations whose operations continue to be impacted by the Covid-19 pandemic. This program, initially funded for immediate assistance with \$500,000 of ARPA funds, will provide local businesses and nonprofit organizations with a grant for up to \$20,000. This grant supports operating and workforce-related expenses related to business interruption, improvements and continuity. Applicants must meet eligibility guidelines and provide evidence of financial impact due to the COVID-19 pandemic. Examples of expenses include, but are not limited to:

- Rent
- Utilities
- Advertising
- Employee Hiring & Recruitment
- Employee Training & Onboarding
- Personal Protective Equipment
- Outdoor Space Build-out or Expansion

Application Process:

The application process has been streamlined to expedite the review, selection and disbursement of grant funds. The process is as follows:

1. Businesses would be required to provide the following documentation:
 - a. Completed application.
 - b. Business is in Good Standing as required by Maryland Department of Assessments and Taxation (SDAT)
 - c. 2020 Business Tax Return
 - d. 2020 Personal Tax Return (If filing a Schedule C)
 - e. 2021 Interim Income Statement (July – September)
 - f. Proof of employment
2. Applications will be accepted between Monday, October 4, 2021 and Friday, October 29, 2021.
3. Applications will be reviewed and approved by a committee of key stakeholders to ensure that the process is fair and equitable at the end of the application period.
4. Approved businesses would then be issued a grant for up to \$20,000.
5. Businesses receiving funding would be encouraged via the Grant Award Letter to:

- a. Adopt Federal, State and County guidance for operating their businesses (i.e. social distancing, clean down procedures, limiting in-store occupancy, etc).
- b. Prioritize hiring Greenbelt residents and delivery or designate special hours for the purchase of food and services to seniors or other economically vulnerable populations.

Please note that priority will be given to eligible Greenbelt-based small businesses and nonprofits that did not receive city, county, state or federal emergency relief assistance. Also note that if a person owns multiple Greenbelt-based business entities, only one of the businesses will be eligible to receive a grant at this time.

Grant Review and Recommendations

Staff is recommending an initial application period starting October 4, 2021 going through October 29, 2021 and that applications are reviewed at the end of the application period. Staff is also recommending that if all funds are not allocated to applicants during the second round, then a third round of applications will be accepted. As mentioned, staff is recommending that the grant application be reviewed by an external committee that is comprised of residents and volunteers from Greenbelt businesses. The application review committee will review and make recommendations of businesses to receive grant funds all at once. Staff will work with City Administration and Finance Departments to also review grant applications and evaluator recommendations before disbursement of grant funds. Staff will work with the Finance Department on a process for disbursing funds. Council will receive regular update reports on disbursement of funds, unless a different process is otherwise requested.

Informational materials about the program will be created in English and Spanish. Application forms and information will be available on the City of Greenbelt website and sent directly to businesses through a variety of outreach methods including newsletters and partnering organizations.

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Proposed Greenbelt West Park Referendum

Suggested Action:

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

Attachments:

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Police Reform

Suggested Action:

Reference: Police Reform Policy

Mayor Byrd requested this item to be added to the agenda.

Attachments:

[Police reform policy related motion -- Byrd -- 9-8-2021 \(3\).pdf](#)

[Memorandum.R. Bowers.09.10.2021.pdf](#)

September 8th, 2021

Colleagues:

May this message find you in the best of health and spirit.

I thank the Public Safety Advisory Committee for its review of my proposed police reforms as well as those police reform policies that were adopted by the Maryland General Assembly in the 2021 state legislative session.

In consideration of their very thoughtful feedback -- as well as other related impassioned forums, town halls, and rallies held in Greenbelt over the last two years -- I am grateful to present the following set of police reforms for consideration by the city council.

Since the killing of individuals like George Floyd, Breonna Taylor, and even William Green, there have been calls nationwide and even in Greenbelt to defund or abolish the police, but, while such incidents have brought other jurisdictions to begin to consider such extraordinary measures, my view is that the Greenbelt Police Department and a multitude of its officers have done a lot of fine work over the course of its several decades of existence. The Greenbelt community has been extraordinarily fortunate to be served by many dedicated professionals that have put years into serving the department. And supporting the police department, including financially, should remain a top priority of city leadership as we work to make Greenbelt a safer community.

But the truth of the matter is that no police department is perfect, and we cannot ignore concerns, however frequent or infrequent they may be, that have been raised by some residents of and visitors to Greenbelt whose sense of fairness has, on occasion, been broken or whose sense of trust has, on occasion, been betrayed by officers that have strayed from the department's most noble ideals. They may be relatively few, but we cannot invalidate those experiences or turn a blind eye to those realities, however rare or common they have been in Greenbelt. And, in order to build even broader trust in the department and to promote even fairer treatment of Greenbelt residents of every background, we must take action to reduce the likelihood that our residents and visitors experience the worst in policing, while increasing the likelihood that our residents and visitors experience the best that the fine men and women of the Greenbelt Police Department have to offer.

Sincerely,

Colin Byrd
Mayor
City of Greenbelt

- Police reform policy related motion
 - I move that the city council direct city staff to take the following actions described below related to reforming policing in Greenbelt.

2021 Greenbelt police reform

- De-escalation and use of force
 - Add a definition of de-escalation to the definition section of General Order 616-02.
 - Modify the language of General Order 618 to include: "The Department's policy is to use only the reasonable force necessary to accomplish a lawful objective and to apply de-escalation techniques when possible."
 - Establish a system to identify police officers who are considered likely to use excessive force and to retrain, counsel or if needed reassign them.
 - Issue a general order requiring referral to the state's attorney office for investigation of any officer whose conduct results in a fatality.
- Duty to intervene
 - Modify General Order 202-KK to include anti-retaliation and whistleblower protections.
- Civil liberties
 - Modify the general orders to limit the use of no knock warrants, in accordance with HB670 of the 2021 General Assembly.
 - Modify General Order 638-06 to specify that when forcibly entering a premise, officers must loudly and clearly identify themselves as police officers.
 - Ban the detention of a civilian who is not suspected of a specific crime.
 - Direct staff to reconsider whether GPD interview procedures with juveniles fully meet the "doctrine of parens patriae, where the State plays the role of the parent, rather than adversary, to the child" as noted in Section 05 of General Order 804.
 - Have a provision added to General Orders 804 and 664 (concerning Student Resource Officers, identified in the General Order as first and foremost law enforcement officers) which requires that interrogations be conducted in a "fair, impartial and objective manner" as specified in General Order 105.II.
 - Require that GPD submit data concerning juveniles arrested between 2017 and 2019; the race and gender of the juvenile charged; the nature of the charges; and how many of these arrests were conducted by the SRO.

05/05/2021 8. This data shall be provided every six months for three cycles after which the recommendation will be re-visited regarding the frequency of reports regarding juvenile arrest data.

- Transparency
 - Modify general orders to prohibit officers from preventing civilians from recording police-civilian interactions so long as the person is acting lawfully and safely.
 - Have the definition of 'complaint' broadened so all complaints or concerns about an individual officer's actions and/or Departmental policy can be documented and properly reviewed, even if the ultimate resolution is that the complaint is determined to be 'unfounded' or 'unsubstantiated.'
 - Modify General Order 674 to require the release of all body camera footage within 7 working days of a request and within 3 working days of a request 3 working days of a request for footage related to a use of force incident.
 - Add a provision to General Order 674-6 saying that, t if an officer fails to turn on his/her body camera and/or
 - turns off the body camera without just cause the officer will be subject to discipline up to and including discharge.
 - Add a provision to General Order 674-09(C) saying that stop and frisk incidents based on suspicion be included on the list of incidents that the supervisor shall review.
 - Require GPD to make the terms of such settlements public on a yearly basis.
 - Require that new general orders or modifications to existing orders be submitted to the city manager and city council. After implementation, the City Manager or City Manager's designee are to forward the submission/s to PSAC within two weeks of implementation. Implementation of these changes is not and shall not be dependent upon PSAC comment.
- Militarization
 - By January 2024, require that GPD assess the utilization of the department's existing military vehicle, and determine whether there is a compelling public safety need to retain the vehicle or whether there are other ways to satisfactorily meet the public safety interest currently being served by that military vehicle.
- Hiring
 - Require that a specialist in law enforcement recruitment diversity be hired by the Department by the end of Fiscal Year 2023.
- Training

- Require ongoing training and attention first and foremost to officer and civilian safety as well as assuring the incorporation of de-escalation techniques and awareness of the influence of bias, conscious or unconscious.
- Stop and frisk
 - Expressly ban all stop and frisk tactics that have been declared unconstitutional, including those tactics that were found unconstitutional in the case of *Floyd v. City of New York*.
- Other
 - Require that at the time a citation is being issued, officers explain to each traffic violator receiving a citation that traffic court has the authority to dismiss or reduce the ticket and/or fine upon hearing a plea of not guilty or guilty with explanation from the violator. In order to assure uniformity in the information provided, it is recommended that a card with this information be printed, English on one side Spanish on the other, for the officer to provide to each traffic violator receiving a citation, so that the traffic violator receives the information both verbally and in written form.
 - Require that GPD submit quarterly reports regarding traffic stops and traffic stop outcomes for ongoing review. After three cycles, the recommendation can be revisited regarding the frequency of reports regarding traffic stops and traffic stop outcomes.
 - Require that GPD provide data on the number of all stops and frisks based on suspicion for the last three years, 2018 – 2020, including race, gender, age range of the person, details of the reason for the suspicion and whether the person was subsequently arrested.
 - Require GPD to reconsider its policy to retain photographs whom GPD suspects, based on “reasonable articulable suspicion”, may have committed 05/05/2021 14 crimes but who are not arrested because of lack of probable cause. If it is concluded that GPD has a compelling need to retain such photographs, require that the photographs be expunged after no more than one year.
 - Require that a new general order be developed emphasizing GPD’s commitment to community policing/guardian mindset of “protect and serve” rather than a warrior “law and order” mindset. The new General Order would confirm the value GDP places on the collaborative nature of community policing and the integration of community policing concepts in all of its interactions with the community.

CITY OF GREENBELT, MARYLAND

POLICE DEPARTMENT

550 CRESCENT ROAD, GREENBELT, MD 20770



Richard Bowers
Chief of Police

Date: September 10, 2021
To: Nicole Ard, City Manager
CC: Timothy George, Assistant City Manager
From: Richard Bowers, Chief of Police
Subject: Council Reply for PSAC Report Dated May 5th, 2021

Ms. Ard,

At the May 5th City Council work session the Public Safety Advisory Committee presented their report on Mayor Byrd's fair and just policing act. The report outlined several areas where the committee recommended changes to current police policy. At the conclusion of the meeting Council requested the Police Department review the recommendation and supply feedback on which changes the department could implement.

Police Department staff have reviewed the report and supplied feedback for the recommendations. While the department waits for guidance from the State on the pending changes to the law there are some changes the department can make prior to that guidance.

I have attached a comparison chart for reference to the PSAC report.

Richard Bowers

Chief of Police

A NATIONAL HISTORIC LANDMARK

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PSAC Recommendation	Department Response
Page 3 de-escalation "The mayor's proposal seeks to limit the use of force, as does the April 2021 legislation and the general orders of the GPD " "However, given the importance and overarching value of de-escalation in police/community interactions, particularly those for which use of force is being considered, it is recommended that a definition of de-escalation be added to the definition section of General Order 616-02."	The department agrees with this recommendation and updates can be included after the current Commission on Accreditation for Law Enforcement Agencies (CALEA) review is complete in the fall of 2021. The department's assessment cycle runs from October 1st to September 30th of each year.
Page 4 use of force. "However, again given the importance of de-escalation it is recommended that the language in General Order 618 should be modified to include: "The Department's policy is to use only the reasonable force necessary to accomplish a lawful objective and to apply de-escalation techniques when possible"	The Use of Force Policy is currently subject to CALEA assessment. Once assessment review is complete, it is the Department's intention to update the use of force policy. These updates are intended to ensure compliance with new State Law and CALEA standards. The Maryland Police Training Commission (MPTC) is tasked with providing guidance for new use of force policy standards.
Page 7 use of force "The GPD, in accordance with the April 2021 legislation, must establish a system to identify police officers who are considered likely to use excessive force and to retrain, counsel or if needed reassign them."	The department currently has a system in place to meet this standard. General order 431 Early Intervention Program is designed to identify issues. This policy was updated in June 2020 to incorporate new CALEA mandates. This policy will be updated again to ensure it is in compliance with new laws.
Page 7 use of force "Under the April 2021 legislation the GPD should Issue a general order requiring referral to the state's attorney office for investigation of any officer whose conduct results in a fatality."	The department is preparing a new policy to address the changes in the upcoming law. Guidance will be provided by the Attorney General's Office in conjunction with the Maryland State Police for the process of how these investigations will be handled.
Page 7 duty to intervene "The mayor's proposal would require a duty to intervene by other officers where it is perceived that excessive force is being used; to require a report to a supervisor and to ban retaliation for making such reports. General Order 202-KK requires such intervention and reporting but does not expressly ban retaliation. The April 2021 legislation gives whistleblower protection to such individuals." "The general orders must be modified to include such protections."	The department will make the changes to this order pursuant of the new State law. Currently the City provides "whistleblower" protections in City Code Sec. 13-234(b).
Page 8 civil liberties "Even so there are legitimate situations where forceable entry by officers is necessary. Those situations are enumerated in General Order 638-06. It is recommended that the General Order specify that when forcibly entering a premise, officers loudly and clearly identify themselves as police officers."	The department will be modifying the current policy to be consistent with the new State law. These changes pertain to the execution of "no-knock" warrants but will affect the entire policy.
Page 9 civil liberties	Current policy and practices are within CALEA, Federal

"The mayor's proposal would ban detaining a civilian who is not suspected of a specific crime. Although some of the language of the general orders we have examined implies that this practice should be followed, we recommend that a more precise general order be promulgated to cover this situation	and State standards. However, if a policy lacks clarity it could be updated. Additionally, a detained person can only to be held long enough to determine if there is criminal involvement or upon the completion of official law enforcement matter.
Page 10 civil liberties "It is recommended that Council request GPD reconsider whether GPD interview procedures with juveniles fully meet the "doctrine of parens patriae, where the State plays the role of the parent, rather than adversary, to the child" as noted in Section 05 of General Order 804."	Department policy and practices meet national standards and are audited by CALEA. Furthermore, our policy and practices meet the State of Maryland standards.
Page 10 civil liberties "PSAC also recommends that a provision be added to General Orders 804 and 664 (concerning Student Resource Officers, identified in the General Order as first and foremost law enforcement officers) which requires that interrogations be conducted in a "fair, impartial and objective manner" as specified in General Order 105.II. "	The SRO must abide by all agency policies including general order 105. Therefore it would not be needed in a second location. Furthermore, the SRO is bound by additional policy and procedures that are developed by the Board of Education.
Page 10 civil liberties "We further recommend that GPD submit data concerning juveniles arrested between 2017 and 2019; the race and gender of the juvenile charged; the nature of the charges; and how many of these arrests were conducted by the SRO." "We recommend this data be provided every six months for three cycles after which the recommendation will be re-visited regarding the frequency of reports regarding juvenile arrest data."	The department can provide the data.
Page 11 transparency "The mayor's proposal would prohibit an officer from telling members of the public not to record video footage of police-civilian encounters. The April 2021 legislation prohibits officers from preventing recordings so long as the person is acting lawfully and safely. The GPD should modify its general orders to be consistent with the legislation."	The department will modify general orders to coincide with the State's codification of regulations.
Page 11 transparency "The mayor's proposal would require that complaints and disciplinary records be made public and that expungement of these records be prohibited. The April 2021 legislation directly addresses this issue insofar as it allows the public to see some disciplinary and internal affairs records, including complaints a department ruled baseless." "The GPD should modify its general orders to be consistent with the legislation."	The department will modify general orders to coincide with the State's codification of regulations.
Page 11 transparency "GPD General Order 634 identifies and provides	General order 635A requires investigation of all complaints, including anonymous ones. The department

examples of both reportable complaints and non-reportable complaints as determined by the Department. The General Order states that complaints are accepted "when a citizen comes...and the complaint fits within the reportable realm as describe in this Order". The Order of not reportable complaints are those where the action being complained about "is an accepted police practice and the officer's actions were in accordance with Departmental policy" and/or the situation is "within the officer's discretion...[and] in accordance with Departmental policy." "It is recommended that the definition of a complaint be broadened so all complaints or concerns about an individual officer's actions and/or Departmental policy can be documented and properly reviewed, even if the ultimate resolution is that the complaint has no merit."	is required to adhere to the mandate by CALEA standards. Additionally CALEA does not define the word complaint. Unless the State of Maryland defines the word "complaint" in its interpretation of the "Maryland Police Accountability Act of 2021 attempts to interpret could cause confusion with the State's new process. The department is waiting for guidance from MPTC on policy updates to ensure compliance.
Page 12 transparency "The mayor's proposal would require release of all body camera footage within three days of a request. State law mandates that 30 days is the deadline and 3 days is an impossible goal to meet." "As a compromise, we recommend that General Order 674 incorporate a tiered deadline process to allow for more speedily release of body camera footage, upon request, of those incidents involving use of force, stop and frisk and other serious altercations. This recommendation may have to be modified where the State's Attorney becomes involved in a criminal proceeding involving camera footage."	The department acknowledges this policy needs updating and will do so upon MPTC releasing the State's recommended policy or at the minimal codifying the new regulations. Whatever date is chosen needs to be obtainable. If the turnaround is unreasonable and the agency cannot meet the prescribed time identified in the policy, it could result a loss of public confidence and in a non-compliance issue for CALEA accreditation.
Page 12 transparency "The mayor's proposal would dictate when a body camera should be turned on and off. General Order 674-6(C) and 674-G spell out in detail when the camera should be turned on and off and to assure that all relevant encounters are covered. PSAC strongly believes that the use of body cameras is the best deterrent to overreaching by a rogue officer and would recommend a provision in the general orders to the effect that if an officer fails to turn on his/her body camera and/or turns off the body camera without just cause the officer will be subject to discipline up to and including discharge."	The body camera policy sets out the practice and procedure which officers are to adhere to. The department does not include possible sanctions for policy violations in policy. All discipline and sanctions are outlined in general orders 202 and 401. The department conducts audits to ensure compliance to the policy and provides training, counseling and discipline as needed.
Page 13 transparency "General Order 674-09(C) enumerates those incidents when "a supervisor shall review the Body Worn Camera System (BWCS) recording". "PSAC recommends that stop and frisk incidents based on suspicion be included on the list of incidents that the supervisor shall review."	This would require research but could be considered during the general order modification to see if the request can be accommodated.
Page 13 transparency "There is a provision in the mayor's proposal which has	While there have not been any recent settlements. The City follows the guidance of its insurance carrier, Local

the topic heading "settlements". We assume that this means relaying to the public how much money was given in settlements to private citizens due to alleged police misconduct." "We recommend Council consider requiring GPD to make the terms of such settlements public on a yearly basis. Excluded from disclosure through redactions should be any terms in the settlement labelled confidential by the parties and otherwise ensuring privacy by excluding the names and addresses of the parties to the settlement."	Government Insurance Trust (LGIT) in these matters. LGIT will make professional recommendations but the final decision on lawsuits rest with City Management and City Council. Additionally legal settlements typically carry confidentiality agreements that may prohibit any public release.
Page 14 transparency "In order to address transparency/accountability issues, it is recommended that a procedure be devised under which new general orders or modifications to existing orders be submitted to the Public Safety Officer/City Manager either before or after implementing changes to the general orders (as agreed to by these parties). After implementation, the City Manager or City Manager's designee are to forward the submission/s to PSAC within two weeks of implementation. Implementation of these changes is not and shall not be dependent upon PSAC comment."	It would not be an issue to provide notice to PSAC when general orders are updated. When general orders are changed they are made available to the public through the city webpage.
Page 14 Militarization "The mayor's proposal would ban the use of military weapons by the GPD and require the return of a military vehicle currently in use. The military vehicle utilized by GPD has been re-purposed and has served useful functions, including saving lives. We do not recommend that the GPD dispose of this vehicle. The April 2021 legislation puts limits on what type of military equipment police departments can obtain from DOD. The GPD has to follow this law."	The department will modify any policies to come into compliance with State law once the anticipated State direction is provided. The department is currently exploring the process of returning the rescue vehicle to the State of Maryland due to maintenance issues.
Page 15 hiring "Racial representation of officer workforce in proportion to the population has been a highlighted issue in CALEA's accreditation reports since 2009 and noted in the reports as an ongoing Department priority. Yet, 2015 – 2019 hiring data shows continued dominance in hiring of White officers, in GPD promotions and in its overall workforce. For more details on these issues see Appendix C Tables 3, 4, 5." "Accordingly we recommend that a specialist in law enforcement recruiting be hired by the Department to assist in improving these diversity statistics"	The departments hiring process is closely monitored by City Human Resources and audited by CALEA. The department does recognize the need to have a workforce that is reflective of the city population. Anything that would help with this endeavor would be appreciated up to and including the hiring of a recruiter that could specialize in recruiting outreach programs.
Page 16 racial profiling "the officer to provide to each traffic violator receiving a citation, so that the traffic PSAC recommends ongoing training and attention first and foremost to officer and civilian safety as well as assuring the incorporation of de-escalation techniques and awareness of the influence of bias, conscious or	The State of Maryland District Court explains this information on the citation form DR-49E. This information has been reviewed and has been found by CALEA to be within national standards. The department should not create a separate set of directions that may cause conflict with the courts.

unconscious.” “Further, it should be assured that at the time a citation is being issued, officers explain to each traffic violator receiving a citation that traffic court has the authority to dismiss or reduce the ticket and/or fine upon hearing a plea of not guilty or guilty with explanation from the violator. In order to assure uniformity in the information provided, it is recommended that a card with this information be printed, English on one side Spanish on the other, for violator receives the information both verbally and in written form.”	The department provides additional resources for non-English speakers, with the use of a translator. This can be done either in person or via telephone on the language line.
Page 17 racial profiling “It is recommended that GPD submit quarterly reports regarding traffic stops and traffic stop outcomes for ongoing review. After three cycles, the recommendation can be revisited regarding the frequency of reports regarding traffic stops and traffic stop outcomes.”	The department would recommend that any reports be completed not more than yearly. The process of collecting, analyzing and publishing the data is time consuming and would prove to be taxing on staff as well as provide limited comparisons. Additionally, the department is contracting with the University of Maryland to conduct an analysis of several years of traffic data which will be available later in 2021.
Page 18 oversight “Under LEOBR, which the April 2021 legislation repealed, the police chief and, ultimately, trial boards made final decisions on disciplinary matters. Under the new legislation, a civilian majority board is to decide complaints against officers. The police chief can increase, but not decrease, the penalties recommended by the board.” “The general orders must be consistent with the new legislation.”	General order modification to coincide with the State’s codification of regulations.
Page 18 stop and frisk “Recommendations: 1) Definitions of reasonable suspicion, proactively patrol and aggressively patrol be added to General Orders 620 and that examples of suspicious person and circumstances be provided;”	The general orders provide definitions where possible, we can review and determine if needed.
Page 18 stop and frisk “2) The General Order enumerate that the criteria for implementing the frisk of a suspect is the suspicion that the suspect is armed;”	Officers are trained to adhere to the standards of Terry v Ohio when determining when to conduct a Terry stop. Any modification must conform to existing legal standards.
Page 18 stop and frisk “3) GPD provide data on the number of all stops and frisks based on suspicion for the last three years, 2018 – 2020, including race, gender, age range of the person, details of the reason for the suspicion and whether the person was subsequently arrested. “	The department captures data for all calls for service, about 24,000 per year. The system does not capture if the call involved a Terry pat down and the department would not be able to provide a break down by age, race and gender for all of those calls for service. The department does capture demographic data related to arrests including the criminal charge. The department is currently engaged in other data

	collection projects including a data analysis of traffic stops being conducted by the University of Maryland. A second long term project is underway collecting demographic data for all Uniform Crime Report (UCR) related incidents. Lastly the department does not engage in a program of stop and frisk similar to the NYPD program. Officers only engage with individuals based on specific facts or circumstances and that justifies stopping a person thought to be involved in criminal activity at the time. Officers do not stop and detain individuals when there is no reasonable belief that criminal activity is occurring.
Page 18 stop and frisk “4) That council direct GPD to reconsider its policy to retain photographs whom GPD suspects, based on “reasonable articulable suspicion”, may have committed crimes but who are not arrested because of lack of probable cause. In PSAC’s view privacy rights outweigh GPD’s need to retain these photographs, currently determined by the General Order to be 7 years. If it is concluded that GPD has a compelling need to retain such photographs, it be required that the photographs be expunged after no more than one year.”	Further research warranted, however photos have a compelling use during investigations. Detectives regularly use photos to identify individuals involved in crime.
Page 19 general order ““PSAC recommends that a new general order be developed emphasizing GPD’s commitment to community policing/guardian mindset of “protect and serve” rather than a warrior “law and order” mindset. The new General Order would confirm the value GDP places on the collaborative nature of community policing and the integration of community policing concepts in all of its interactions with the community.”	The department has policy that provides guidance in this area. General order 100 provides for the department’s mission statement. This mission statement can be reviewed and updated as needed. Further, City staff is bound by the City Community Pledge which promotes community values.
Page 20 reform “We recommend that the GPD subscribe to and participate in the National Use of Force Database and the National Police Officer Decertification Database if and when the IACP proposals on police reform are adopted and implemented. Finally, we recommend that Council consider endorsing some or all of the IACP police reform proposals as noted in Appendix B.”	The department regularly follows proposals made by organizations such as the IACP. Some the department’s current policies are based on IACP model policies. Additionally, in the event that any national databases are created CALEA would likely mandate their use.

Notes

Commission on Accreditation for Law Enforcement Agencies (CALEA)

Maryland Police Training Commission (MPTC)

International Association of Chiefs of Police (IACP)

Local Government Insurance Trust (LGIT)

Maryland Police Accountability Act of 2021 effective date of July 1, 2022

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Eviction Notices

Suggested Action:

Mayor Byrd requested this item to be added to the agenda.

The motion is to have the City Solicitor draft legislation that would require landlords to provide the City Planning and Community Development Department with notice whenever they file an eviction action against a Greenbelt resident in court.

Attachments:

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Campaign Signs on Public Property

Suggested Action:

Reference: Memorandum, B. Anderson, 09/09/2021

The City Council, in 1991, established nine sites on public property throughout the City where election signs could be placed. At that time, candidates entered into a voluntary agreement not to place campaign signs in residential yards. Council has voted to continue the program through all subsequent City Council elections. At Council direction in 2019, the number of sites was expanded to 16.

The fee for participation in the campaign sign placement is \$75 to help defray the costs of staff time and materials.

Included in Council's packet is a memo from the City Clerk listing the sites proposed for 2021. Council direction is sought regarding continuing this program for the 2021 election.

Attachments:

[Memorandum, B. Anderson, 09/09/2021.pdf](#)

MEMORANDUM

TO: CITY COUNCIL

FROM: BONITA ANDERSON, CITY CLERK

SUBJECT: CAMPAIGN SIGNS ON PUBLIC PROPERTY FOR 2021 COUNCIL ELECTION

DATE: SEPTEMBER 9, 2021

CC: NICOLE ARD, CITY MANAGER
TIM GEORGE, ASSISTANT CITY MANAGER

The City Council, in 1991, established nine sites on public property throughout the City where election signs could be placed. At that time, candidates entered into a voluntary agreement not to place campaign signs in residential yards.

The Council has voted to continue the program through all subsequent City Council elections. At Council direction in 2019, the program expanded by adding another site, bringing the number to 16.

If approved, the program will be conducted under the following guidelines:

- City staff will place the poles.
- A lottery among all candidates will be held on September 27, 2021, for placement location. To participate in the program, the candidate must participate in the lottery or designate someone to draw on his or her behalf.
- Candidates' signs may not be placed on the poles prior to September 28.
- The City's "City Election" sign will be placed in the top central position.
- Candidates provide the signs; City staff will attach the signs if they are given to the City Clerk, or candidates may attach their own signs if they prefer.
- Signs may be no larger than 18" x 24".
- A fee of \$75.00 will be charged to each candidate participating in this program.
- The signs will be removed by City staff on November 3, 2021, and should be picked up from the City Clerk's office promptly.

Sites for Campaign Signs on Public Property

Greenbelt West

- Edmonston Road and Breezewood Drive, SW corner
- Edmonston Road at Springhill Drive – NW corner
- Cherrywood Lane at Springhill Drive – right-of-way on the west side of Cherrywood
- Cherrywood Lane at Breezewood Drive – right-of-way on the west side of Cherrywood
- Springhill Lane and Breezewood Court – either the NW or SW corner
- Greenbelt Station Parkway – Median (100 feet from the bridge)

Center City

- Ridge and Crescent Roads – NW (Police Department) corner
- Southway and Crescent Road – SW corner
- Lakecrest Drive and Greenbelt Road – NE corner
- Research and Ridge Roads – NE corner
- Southway and Ridge Road – SE corner

Greenbelt East

- Mandan Road and Hanover Parkway – NW corner (across Hanover from NE corner of Greenbriar Park)
- Mandan Road at Ora Glen Road – in right-of-way on east side of Mandan (at Mandan Road Ball Field)
- Hanover Parkway and Ora Glen Drive – SE corner (stormwater pond corner)
- Hanover Parkway at Megan Lane - in median facing northbound traffic
- Frankfort and Morrison Drives - NE corner

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Bonita Anderson

Submitting Department: Planning

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

APB Report 2021-03: Request for Lakeside Drive Traffic Study

Suggested Action:

Reference: APB Report 2021-03: Request for Lakeside Drive Traffic Study

In response to several recent serious car accidents on Lakeside Drive, and concerns related to pedestrian safety and excessive vehicular speed, the Advisory Planning Board voted 5-0 at the September 1, 2021, meeting to request City Council direct Planning & Community Development staff to conduct a traffic and pedestrian study on Lakeside Drive, to include a review of options for reducing the speed limit, installing speed reduction measures (e.g. stop signs at intersections, speed humps/bumps, rumble strips), and the feasibility of installing sidewalks to reduce pedestrian use of the roadway along Lakeside Drive. Staff notes that the study of speed limit reduction would need to be carried out by a professional traffic engineer. Staff recommends Council direct Staff to conduct a traffic study on Lakeside Drive to address recent concerns about speeding and traffic safety.

It is recommended that Council accept this report and to direct staff to undertake a Lakeside Drive Traffic Study.

Attachments:

[APB_Report_2021-03_Request_for_Lakeside_Drive_Traffic_Study.pdf](#)

ADVISORY PLANNING BOARD

REPORT NO. 2021-03

REPORT TO COUNCIL

Date: 9/7/2021

SUBJECT: Request for Lakeside Drive Traffic Study

In response to several recent serious car accidents on Lakeside Drive, and concerns related to pedestrian safety and excessive vehicular speed, the Advisory Planning Board hereby requests City Council direct Planning & Community Development staff to conduct a traffic and pedestrian study on Lakeside Drive. This study would be expected to review options for reducing the speed limit, installing speed reduction measures (e.g. stop signs at intersections, speed humps/bumps, rumble strips), and the feasibility of installing sidewalks to reduce pedestrian use of the roadway along Lakeside Drive. This request was voted on by the Board at the September 1, 2021, meeting, and passed in a vote of 5-0.

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* Reappointment to Advisory Boards

Suggested Action:

Reference: Reappointment Survey

Lawrence Hilliard has indicated his willingness to continue to serve on the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES).

Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Hilliard to a new term.

Attachments:

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* Resignation from Advisory Groups

Suggested Action:

Reference: Email - C. Brannan

Email - L. Park

Catherina Brannan has submitted her resignation from the Senior Citizen Advisory Committee (SCAC).

Jon Gardner has submitted his resignation from the Advisory Committee on Education (AC).

Approval of this item on the consent agenda will indicate Council's intent to accept their resignation with regret.

Attachments:

City Council Agenda Item Report

Meeting Date: September 13, 2021

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* Appointment to Advisory Board

Suggested Action:

Reference: Application and Signed Code of Conduct

On May 10, 2021, Council interviewed Ms. Beth Novick for appointment to the Forest Preserve Advisory Board.

Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Novick to the Forester Preserve Advisory Board.

Attachments:

City Council Agenda Item Report

Meeting Date: September 13, 2021

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



9/9/2021 1:16 PM

City Council Meetings & Work Sessions September – October

Regular Meeting	Mon.	09/13	8:00 pm
No Meeting – Yom Kippur	Wed.	09/15	
Work Session – Greenbelt Neighborhood Conservation Overlay Zone – County presentation	Mon.	09/20	8:00 pm
Advisory Board Interview	Wed.	09/22	7:40 pm
Work Session – Proposed School Boundary Changes	Wed.	09/22	8:00 pm
Regular Meeting	Mon.	09/27	8:00 pm
Work Session – Novak Group Community Engagement Forum	Wed.	09/29	8:00 pm
Work Session – Prince George's County Economic Development Corp.	Mon.	10/04	8:00 pm
Work Session – Verde at Greenbelt Station (stakeholder)	Wed.	10/06	8:00 pm
MML Fall Conference (Ellicott City)	Sun. – Tues	10/10 – 10/12	
Regular Meeting	Mon.	10/11	8:00 pm
Work Session – TBD	Wed.	10/13	8:00 pm
Work Session – TBD	Mon.	10/18	8:00 pm
Work Session – TBD	Wed.	10/20	8:00 pm
Regular Meeting	Mon.	10/25	8:00 pm
Work Session – City Manager Update, (tentatively)	Wed.	10/27	8:00 pm
Closed Session – Pending Personnel and Legal Issues, (tentatively)	Wed.	10/27	Following CM WS
Four Cities Meeting (New Carrollton)	Thurs.	10/28	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 Video Relay Services (VRS) 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



9/9/2021 1:16 PM

Ready to be scheduled:

Closed Session (*Cable Ordinance*)
MARC Train Service/ MDOT
Arts & Entertainment District
Potential Bond Referendum/Capital Financing
Parke Crescent Apartment Complex
Bernard Penney (*Memorial Donation in honor of Leonie Penney*)
Cemetery Plans
City Contracting Policy
DPW&T (*Bikeshare Program*)
BARC
Hotels
Pepco
WSSC
No Meeting – (*November 17th, NLC City Summit, Salt Lake City, UT*)

For later scheduling:

Zoning Enforcement
Parkway Apartment Owners/GHI (*parking*)
Northway Fields Master Plan
City Manager Updates (Jan, Pre-budget; July & Sept/Oct)
Meeting with County on Transportation Plan
Department of Permitting, Inspections & Enforcement (DPIE)
Museum Plan
Term Limits legislation (*referral submitted to CRAB*)
ERB Reports: (#2020-01 Procedures for Employee Appeals and Grievances); (#2021-02 Collective Bargaining for Non-Managerial Employees) (*waiting for CRAB Report*)

A NATIONAL HISTORIC LANDMARK

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MD RELAY 711

Annual														
Advisory Group Chairs	3/16	2/17	7/18	7/19	6/20	6/21								
Franklin Park at Greenbelt Station Mgmt.	8/16	11/17	12/18	12/19	12/20									
Greenbelt East Advisory Coalition	3/16	7/17	3/19	6/20										
Greenbelt Homes, Inc.	6/16	7/17	7/18	7/19	10/20	7/21								
Greenbelt Station	8/19	12/19	8/20	8/21										
County Executive/ County Council	12/13	9/16	1/19	8/20	11/20									
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											
Greenbelt Community Garden Club	3/21	9/21												
Greenway Center	7/14	12/16	2/19	12/20										
Civic Associations	8/14	2/18	8/20											
NASA/GSFC	3/15	3/17	9/19	12/20										
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	11/20											
Every Three Years														
Apartments	2/18	4/21												
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	3/21											
Verizon	2/20													
PEPCO	9/14	1/17												
WSSC	12/12	9/16												
WGL	12/17													
Capital Office Park	12/12	1/16	9/19											
Other Business Parks:														
Maryland Trade Center														
Golden Triangle														
Hanover Parkway														
Belle Point														
Edmonston Road														

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	11/20	2/21	6/21	
State's Attorney (4 years)	2/11	4/15	9/19											
Roosevelt Center Owner	9/15	8/20												

(Rev. September 9, 2021)