

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
September 12, 2016 - 08:00 p.m.

I. ORGANIZATION

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

II. COMMUNICATIONS

6. Presentations

Public Lands Day Proclamation -National Public Lands Day is the nation's largest hands-on volunteer effort to improve and enhance public lands. Erin Josephitis, the City's Environmental Coordinator, will be present to receive the proclamation and provide an update on the plans for this event. (CM)

[Public Lands Day Proclamation](#)

National Preparedness Month Proclamation - National Preparedness Month is a national effort to encourage Americans to prepare for all types of emergencies, including natural disasters such as hurricanes and earthquakes, as well as terrorist attacks such as the 9/11 tragedy. Cindy Comproni, Chair of the Public Safety Advisory Committee, and members of the Community Emergency Response Team (CERT) will be present to receive the proclamation. (CM).

National Preparedness Month Proclamation

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

8. Minutes of Council Meetings

- * Work Session, July 18, 2016

Work Session, July 18, 2016

- * Work Session, July 25, 2016

Work Session, July 25, 2016

- * Interview, August 1, 2016

- * Interview, August 3, 2016

- * Regular Meeting, August 8, 2016

Regular Meeting, August 8, 2016

- * Work Session, August 15, 2016

Work Session, August 15, 2016

* Work Session, August 17, 2016

[Work Session, August 17, 2016](#)

* Interview, August 22, 2016

Executive Session, September 7, 2016 - Statement for the Record -The following motion is needed: In accordance with the General Provisions Article, Section 3-306(c)(2) of the Annotated Code of Public General Laws of Maryland, I move that the minutes of tonight's meeting reflect that Council met in executive session on Wednesday, September 7, 2016, at 8:07 p.m. in Room 201 of the Greenbelt Community Center. Council held this closed meeting in accordance with the General Provisions Article, §3-305(b)(4) of the Annotated Code of Public General Laws of Maryland, to consider a Business Relocation Proposal.

Vote to close session:

	Yes	No	Abstain	Absent
Ms. Davis	X			
Mr. Herling	X			
Ms. Mach	X			
Ms. Pope	X			

Mr. Putens	X			
Mr. Roberts		X		
Mayor Jordan	X			

The following staff members were in attendance: Michael McLaughlin, City Manager; Karen Ruff, Associate of the City Solicitor; and Cindy Murray, City Clerk. Other individuals in attendance: Thomas Himler, Deputy Chief Administrative Officer – Prince George’s County, and David Iannucci, Assistant Deputy Chief Administrative Officer – Prince George’s County. Council took no actions during this session.(CM)

[Executive Session, September 7, 2016- Statement of Record](#)

9. [Administrative Reports](#)

* 10. Committee Reports

* Public Safety Advisory Committee, Report #2016-1 (Prescription Drug Take Back Program) It is recommended Council accept this report and consider it on a future agenda.(CM)

[Public Safety Advisory Committee, Report 2016-1](#)

* Arts Advisory Board, Report #2017-1 (Proposed Recognition and Contribution Group Program Updates): It is recommended Council accept this report which was considered at the Work Session on Recognition and Contribution Group Policy on August 31, 2016.(CM)

[Arts Advisory Board, Report 2017-1](#)

*Greenbelt Advisory Committee on Environmental Sustainability, Report #2016-2 (City Manager Selection): It is recommended Council accept this report and forward it to the Executive Recruitment Consultant for consideration.

[Greenbelt Advisory Committee on Environmental Sustainability, Report 2016-2](#)

* Advisory Committee on Education, Report #2016-2 (Student and Educator Awards): It is recommended Council accept this report. No further action is required. (CM)

[Advisory Committee on Education, Report 2016-2](#)

III. LEGISLATION

11. [A Resolution to Repeal and Reenact with Amendment Resolution Number 2012 to Adopt Standing Rules for the Council of the City of Greenbelt, Maryland -1st Reading - Reference:](#)
[Resolution Council reviewed the Standing Rules document at its work session on December 2, 2015. The resolution included in Council's packet reflects the results of that discussion. It is recommended the resolution be introduced for first reading. \(CM\).](#)

[Resolution XXXX](#)

IV. OTHER BUSINESS

12. [Application from Willy K's to Liquor Control Board for Special Entertainment Permit - Reference:](#)
[Notice of Public Hearing](#)
[Special Entertainment Permit Request Form - Willy K's has submitted an application to the Board of License Commissioners \(Liquor Control Board\) for a Special Entertainment Permit. The application](#)

indicates that Karaoke Entertainment will be provided on Thursday evenings (5:00 p.m. to 12:00 a.m.), and DJ entertainment on Friday (5:00 p.m. to 2:00 a.m.) and Saturday (7:00 p.m. to 2:00 a.m.). Willy K's has submitted the required security plan to the Greenbelt Police Department. The Police Department has no objection to this application. The City can support, oppose or take no position on this application. Kobi Manful, Manager of Willy K's, will be present at tonight's meeting. Council direction is sought. (CM)

Notice of Public Hearing

Special Entertainment Permit Request Form

13. Woodspring Suites Extended Stay Hotel – Detailed Site Plan Application - Reference:
Advisory Planning Report 2016-02, 7/27/2016
Staff Memo, 9/6/2016, J. Bellah
Proposed Development Exhibit, 9/7/2016, J. Bellah
Detailed Site Plan and Landscape Plans, June 2016
The City has received, by referral, an application for the proposed development of Woodspring Suites Extended Stay Hotel located at 7480 Greenway Center Drive (DSP-15044). The project is adjacent to the Baltimore-Washington Parkway, Greenway Shopping Center, and existing office buildings in the Maryland Trade Center development. The application is for a five-story, approximately 124+ room hotel and associated parking to be constructed on approximately 3.03 acres of existing impervious parking area. This case will be reviewed at the Planning Board level and a hearing date has been set for September 29, 2016. The proposed project generally meets all the requirements of Prince George's County Code as well as the Prince George's County Landscape Manual. The County has indicated the Applicant will need to seek Alternative Compliance for interior parking lot planting requirements. In response to staff comments, the Applicant has submitted a rendered exhibit showing additional island planting areas and a requested pedestrian walkway connecting the hotel to Greenway Shopping Center. The Advisory Planning Board (APB) reviewed the initial concept design and provided feedback. The Applicant has been

responsive to the APB's and staff's requests to increase green space in the parking area, provide pedestrian connections, and incorporate desirable site amenities. Staff recommends City Council support the Detailed Site Plan for Woodspring Suites (DSP-15044), dated June 2016, subject to conditions of approval detailed in staff's technical report dated September 6, 2016. Jessica Bellah, Community Planner, will be present at the meeting. (JB).

Advisory Planning Report 2016-2

13-Proposed Development Exhibits

13 DSP, Landscape Plans

13 Staff Memo

14. Easement for Greenbelt Station Stream Valley Trail - Reference: Easement Agreement, State Board of Public Works - The Conceptual Site Plan and subsequent Detailed Site Plans for the Greenbelt Station South Core development, show a hiker/biker trail connection between the neighborhood, Branchville Road, and Breezewood Drive. Certain portions of the trail, known as the Stream Valley Trail, traverse State owned land. Prior to construction, an easement must be granted by the State and accepted by the City of Greenbelt. Final easement documents have been provided by the State. Staff has reviewed the easement language and finds that it reflects all prior comments from staff and the City solicitor's office. This item will be heard by the Board of Public Works on October 5, 2016. Staff will attend the meeting. Staff recommends City Council approve execution of the Easement Agreement as written. (JB).

Easement Agreement, State Board of Public Works

15. Award of Purchase – Public Works Vehicles : Reference: Memorandum, James Sterling, 7/26/16
State of Maryland BPO #001B6400314

Apple Ford Quote - Pick-up Trucks

Montgomery County Bid #1060169

Apple Ford Quote – Dump Truck (F550).

FY 2017 Replacement Fund Budget

The FY 2017 Replacement Fund includes \$177,000 for the replacement of four Public Works vehicles:

- 2003 Ford F-250 pick-up truck (Unit 116) – Streets
- 2000 Chevrolet pick-up truck (Unit 210) – Refuse
- 2004 Ford F-250 pick-up truck (Unit 410) – Parks
- 2004 Ford dump truck (Unit 435) – Parks

Staff has identified a State of Maryland statewide contract for light-duty pick-up trucks under the State of Maryland Blanket Purchase Order (BPO) # 001B6400314. It is recommended the City purchase three Ford F-250 4x4 pick-up trucks a cost of \$31,279 each for a total cost of \$93,837. Staff identified a Montgomery County Bid (#1060169) for the purchase of a dump truck (Ford F-550) at a cost of \$61,495. Included in Council's packet is a memorandum from Jim Sterling, Director of Public Works, with additional details about the recommended purchase. Mr. Sterling will be present to answer any questions. Staff recommends that Council approve the purchase of four trucks as outlined above for a total cost of \$155,332 from Apple Ford of Columbia. There will be additional expenses for light bars, radios and other needed equipment, but the final cost will be below the approved budget. (DEM).

14 Memo, J. Sterling

14 State of Maryland BPO 001B6400314

14 Apple Ford Quote - Dump Truck (F550).

14 Apple Ford Quote - Pick-up Trucks

14 Montgomery County Bid 1060169

14 FY 2017 Replacement Fund Budget

16. Deadline to Request Local and Bi-County Bills - Reference:
Email, Tia Holmes, 7/21/16
List of Legislative Suggestions - The deadline to request local and bi-county bills is October 6. Local bills are those that only affect Prince George's County (education, liquor licenses, etc.). Bi-county bills are those that affect Prince George's and Montgomery Counties (usually M-NCPPC and WSSC). These bills are considered by the Prince George's Delegation and their subcommittees before consideration by the General Assembly as a whole. Staff is not aware of items for submission. Also included in Council's packet is a list of "Legislative Suggestions" that staff is maintaining. Please note that most of these items are not local/bi-county issues. Council direction is sought. (DEM).

15 Email, Tia Holmes, 7-21-16

15 List of Legislative Suggestions

17. Participation with Maryland Department of General Services (DGS) Electricity Supplier Purchasing Program - Reference:
DGS Flyer
DGS Frequently Asked Questions
Letter of Authorization - At the recent Maryland Municipal League (MML) Conference, staff learned of an opportunity to partner with the Maryland Department of General Services (DGS) to take advantage of the State's volume-based electricity supplier contracts. The State contracts expire in June 2017 and DGS is planning a procurement process utilizing a reverse auction. In a reverse auction, interested suppliers underbid each other in an attempt to win the State contracts. The deadline to participate with DGS is September 15, 2016. The reverse auction will take place later this fall or next spring. The State will likely choose a 24 month or 36 month term depending on the favorability of the pricing. (The State's last two contracts were 36 month terms.) Since electricity rates change daily, the City will have

to make a same-day decision and execute a purchase agreement within 48 hours of the conclusion of the auction. The City is under no obligation if for any reason we decide not to contract with the chosen supplier. The City's current electricity contract expires in June, 2018 and also includes 100% wind renewable energy credits (REC's). If the City participates with the State, it is likely that during this initial procurement, we will have a separate contract (at a slightly higher rate) to put us in line with the timeframe of the State contracts and include the 100% wind credits. For example, if the State chooses a 36 month contract term (7/17-6/20), the City would choose a 24 month term 7/18-6/20 so that our new contract term "lines up" with future State contracts. The City could also choose to purchase the wind credits separately if necessary and may need to do this in the future if the State is not buying 100% wind or renewable. Staff recommends that Council authorize staff to participate with DGS Electricity Supplier Program and submit the necessary forms. (DEM).

16 DGS Flyer

16 DGS Frequently Asked Questions

16 Letter of Authorization

18. Council Reports - Councilmembers will present reports on meetings and conferences recently attended

* 19. Anacostia Trails Heritage Area – Appointment to Governing Board - Reference:

Email, A. Marcavitch, 8/22/2016- The Anacostia Trails Heritage Area (ATHA) is soliciting an appointment/reappointment from the City for a FY 17 governing board representative. Mayor Pro Tem Davis has served as the City's ATHA representative for many years. Approval of this item on the consent agenda will indicate Council's approval of the appointment of Mayor Pro Tem Davis to the FY 17 ATHA governing board with Mayor Jordan serving as the alternate. (CM)

18 Email, A. Maracavitch, 8-22-16

* 20. Appointment to Advisory Group - Reference:

Application On August 22, 2016, Council interviewed Jacob Chesnutt for appointment to the Park and Recreation Advisory Board (PRAB). Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Chesnutt to PRAB. (CM).

* 21. Reappointments to Advisory Groups - Reference:

Reappointment Surveys Veronica Martin-Alston has indicated her willingness to continue to serve on the Advisory Committee on Education (ACE) and Honora Hammett has indicated her willingness to continue to serve on the Youth Advisory Committee (YAC). Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Martin-Alston to a new term on ACE and Ms. Hammett to a new term on YAC. (CM)

* 22. Resignation from Advisory Group - Resignations from Advisory Group - Reference:

Email, F. Abadir, 08/10/2016

Email, S. Bernheisel, 09/06/2016 - Fahmi Abadir and Sophie Bernheisel have submitted their resignations from the Youth Advisory Committee (YAC). Approval of this item on the consent agenda will indicate Councils intent to accept their resignations with regret. (CM)

V. MEETINGS -

	<u>09/12</u>	
<u>Interviews for Advisory Group (Library)</u>	<u>Mon.</u>	<u>7:20 pm</u>

	<u>09/12</u>	
<u>Regular Meeting</u>	<u>Mon.</u>	<u>8:00 pm</u>

<u>Work Session – City Manager Update/Capital Projects (CC)</u>	<u>Wed.</u>	<u>09/14</u>	<u>8:00 pm</u>
<u>Work Session – County Executive</u>	<u>Mon.</u>	<u>09/19</u>	<u>7:30 pm</u>
<u>Work Session – Bikeshare Feasibility (CC)</u>	<u>Wed.</u>	<u>09/21</u>	<u>7:30 pm</u>
<u>Work Session – Friends of Greenbelt Museum Capital Campaign (CC)</u>	<u>Wed.</u>	<u>09/21</u>	<u>9:00 pm</u>
<u>Regular Meeting</u>	<u>Mon.</u>	<u>09/26</u>	<u>8:00 pm</u>
<u>Work Session –M-NCPPC Zoning Rewrite Module 3 (CC)</u>	<u>Wed.</u>	<u>09/28</u>	<u>8:00 pm</u>
<u>No Meeting (Rosh Hashanah)</u>	<u>Mon.</u>	<u>10/03</u>	
<u>Work Session – North Core DSP (CC)</u>	<u>Wed.</u>	<u>10/05</u>	<u>8:00 pm</u>
<u>Regular Meeting</u>	<u>Mon.</u>	<u>10/10</u>	<u>8:00 pm</u>

<u>MML Fall Conference</u>	<u>Wed.-Sat.</u>	<u>10/12-15</u>	
<u>Work Session – TBD</u>	<u>Mon.</u>	<u>10/17</u>	<u>8:00 pm</u>
<u>Work Session – TBD (CC)</u>	<u>Wed.</u>	<u>10/19</u>	<u>8:00 pm</u>
<u>Regular Meeting</u>	<u>Mon.</u>	<u>10/24</u>	<u>8:00 pm</u>
<u>Work Session – TBD (CC)</u>	<u>Wed.</u>	<u>10/26</u>	<u>8:00 pm</u>
<u>Four Cities Meeting (Greenbelt)</u>	<u>Thurs.</u>	<u>10/27</u>	<u>7:30 pm</u>
<u>Advisory Group Appreciation Dinner (CC)</u>	<u>Sun.</u>	<u>10/30</u>	<u>5:00 pm</u>
<u>Work Session – TBD</u>	<u>Mon.</u>	<u>10/31</u>	<u>8:00 pm</u>