



CITY COUNCIL AGENDA

This meeting will be held in-person and virtual.

**25 Crescent Road
Greenbelt, MD 20770**

OR

**Virtual Participation
Zoom Webinar Attendees:**

**During "Petitions and Requests," please submit your request in writing via email to
questions@greenbeltmd.gov**

**[https://us02web.zoom.us/j/83910551524?](https://us02web.zoom.us/j/83910551524?pwd=UXFUUVVvUytDaTNWTFN1WkdaRFdEUT09)
[pwd=UXFUUVVvUytDaTNWTFN1WkdaRFdEUT09](https://us02web.zoom.us/j/83910551524?pwd=UXFUUVVvUytDaTNWTFN1WkdaRFdEUT09)
Dial-in: 301 715 8592
Webinar ID: 839 1055 1524
Passcode: 584928**

**Monday, September 11, 2023
7:30 PM**

I. ORGANIZATION - 30 minutes (7:30 - 8:00 pm)

1. Call to Order
2. Roll Call
3. Meditation and Pledge of Allegiance to the Flag
4. Appointment to Fill the Council Vacancy
Suggested Action:

The City Council will consider and present a candidate(s) who are eligible to fill the Council vacancy. Then they will conduct the voting process and swear-in the appointed council member.

5. Petitions and Requests
6. Consent Agenda - Approval of 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.)
7. Approval of Agenda and Additions

II. COMMUNICATIONS - 30 minutes (8:00 - 8:30 pm)

8. Presentations
- 8a. Oath of Office - City Manager Josue Salmeron
Suggested Action:

Mayor Jordan will administer the oath of office to Greenbelt's new City Manager, Josue Salmeron.

[Oath of Office for City Manager.pdf](#)

- 8b. Greenbelt Aquatic & Fitness Center Lifeguards
Suggested Action:

Council invited the Greenbelt Aquatic & Fitness Center Lifeguards to tonight's meeting to thank them for all their work over the summer.

- 8c. National 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. Kevin Carpenter-Driscoll, Environmental Coordinator, will be present to receive the proclamation and provide an update on this event.

[Public Lands Day Proclamation.pdf](#)

- 8d. National Hispanic Heritage Month Proclamation
Suggested Action:

National Hispanic Heritage Month is September 15 to October 15. This year's theme, "Prosperity, Power, and Progress." Mayor Jordan will present a proclamation in

recognition of National Hispanic Heritage Month.

[National Hispanic Heritage Month.pdf](#)

*9. * Minutes

Suggested Action:

- * Work Session - July 20, 2020
- * Work Session - July 29, 2020
- * Work Session - October 26, 2022
- * Work Session - November 07, 2022
- * Work Session - January 4, 2023
- * Regular Meeting - February 13, 2023
- * Work Session - February 15, 2023
- * Work Session - March 20, 2023
- * Regular Meeting - April 11, 2023
- * Work Session - April 12, 2023
- * Work Session - April 17, 2023
- * Work Session - June 7, 2023
- * Regular Meeting - July 10, 2023
- * Interview - July 12, 2023

[WS200720.pdf](#)

[WS200729.pdf](#)

[WS221026.pdf](#)

[WS221107.pdf](#)

[WS230104.pdf](#)

[RM230213.pdf](#)

[WS230215.pdf](#)

[WS230320.pdf](#)

[RM230411.pdf](#)

[WS230412.pdf](#)

[WS230417.pdf](#)

[WS230607.pdf](#)

[RM230710.pdf](#)

[INT230712.pdf](#)

10. Administrative Reports

*11. Committee Reports

- *11a.* Forest Preserve Advisory Board Report #2023-05 - Proposal to close and reroute trail section along Goddard Branch

Suggested Action:

It is recommended that Council accepts this report.

III. LEGISLATION 30 minutes (8:30 - 9:00 pm)

12.

A Resolution to Authorize the Negotiated Purchase of Certain Goods and Services from Various Vendors as Enumerated Herein When Total Fiscal Year Purchases from Each Vendor Exceed Ten Thousand Dollars.

- 2nd Reading, Adoption

Suggested Action:

Reference: Resolution

Negotiated Purchase List - FY24 Sorted by FY2023 High to Low to Council - Final.bg 7-27-2023

FY2024 Negotiated Purchase List - Sorted Alphabetically to Council - Final.bg - 7-27-2023

Each year, the City does business with a number of vendors from whom the City's individual purchases are below the bid limit of \$10,000 but total purchases over the fiscal year reach or exceed that amount.

Obtaining bid proposals for these goods and services is not warranted. Some of these vendors are the sole source or best source of purchase. In other instances, the City's purchases are based on bids taken by other government agencies (e.g., the State or County) or through the Council of Governments cooperative purchase program, with the bid price extended to Greenbelt.

Mayor Pro Tem Weaver introduced this resolution for first reading and the last meeting. It is recommended the resolution be introduced for second reading and moved for adoption tonight.

[Resolution - FY2024 Negotiated Purchase List - Final 7-28-2023.pdf](#)

[Negotiated Purchase List - FY24 Sorted by FY2023 High to Low to Council - Final.bg 7-27-2023.pdf](#)

[FY2024 Negotiated Purchase List - Sorted Alphabetically to Council - Final.bg - 7-27-2023.pdf](#)

13. A Resolution of the Council of the City of Greenbelt, Maryland, providing for a Referendum to be held at the Regular Municipal Election on Tuesday, November 7,

2023, to submit to the Voters of the City of Greenbelt, Maryland, the Question of Amending the City Charter and Code to Allow Voting by Resident Noncitizens for City Elections
- 2nd Reading, Adoption

Suggested Action:

Reference: Resolution

At election time, residents are asked to take a few minutes to complete a community questionnaire. A survey was conducted during the 2021 City Election cycle in the Greenbelt Community Questionnaire. The community was asked if Greenbelt residents who are not US citizens would be allowed to vote in City elections. Of the respondents, 51% said yes, 41% said no, and 8% did not respond.

The Board of Elections submitted to the City Council proposed charter and code amendments suggesting the question put to the voters in a referendum in the 2023 election cycle.

Mr. Gordon introduced this Resolution at the August 14, 2023, regular meeting. It is recommended it be introduced for a second reading and adoption at tonight's meeting.

[Resolution Resident NonCitizen Voting.pdf](#)

IV. OTHER BUSINESS 60 minutes (9:00 - 10:00 pm)

14. Maglev - MDE Water Quality Certification Request and Project Update

Reference: Maglev Water Quality Certification Public Hearing Notification, MDE

Suggested Action:

Jill Grant & Associates has advised the City that the Maryland Department of the Environment (MDE) has issued a notice of Baltimore-Washington Rapid Rail's request for a Water Quality Certification (WQC) for the Maglev project. Written comments are due by November 2, 2023. The WQC is required because the project will impact wetlands and MDE must determine whether the project will meet Maryland's water quality standards.

Ms. Grant will be on the meeting to discuss her proposal to review the WQC

documents for any concerns that might be specific to Greenbelt and to provide an update on the current status of the Maglev and related issues, such as Westport.
[2023-08-25 SCMAGLEV WQC Hearing Notice \(23-WQC-0007\).pdf](#)

15. Greenbelt Forest Preserve Master Trail Plan

Suggested Action:

On June 20, 2023, the City Council accepted the Forest Preserve Advisory Board Report # 2023-03, Greenbelt Forest Preserve Master Trail Plan.

Ms. Davis requested this item to be added to the agenda.

It is recommended that the City Council accepts the recommendations of the Forest Preserve Advisory Board.

[2023 Greenbelt Forest Preserve Master Trail Plan - DRAFT for Council_7-10-23.pdf](#)

16. National Capital Planning Commission Referral on Bureau of Engraving Printing Relocation to BARC

Suggested Action:

Reference: Memorandum, R. Sigworth, 9/6/2023

Draft Council Letter, 9/11/2023

Previous Concept Review Staff Report, 2/18/21

BEP PowerPoint, 9/7/2023

The U.S. Army Corps of Engineers (USACE), on behalf of the U.S. Department of the Treasury's Bureau of Engraving and Printing (BEP), has submitted the Final Site and Building Report to the National Capital Planning Commission (NCPC) for the proposed Bureau of Engraving and Printing Currency Production Facility at the U.S. Department of Agriculture's (USDA) Beltsville Agricultural Research Center (BARC). Staff notes the updated report has improved the proposal but still lacks significant information on off-site transportation mitigation and environmental impacts which should be addressed in a Supplement Environmental Assessment in the summer of 2024.

Staff, and the APB at their September 6, 2023, meeting, recommend the City Council transmit comments to NCPC on the proposed construction of the Bureau of Printing and Engraving at BARC including the concerns and considerations outlined in staff's memo.

[21-0218_Staff Report BEP CONCEPT FINAL draft.pdf](#)
[23-0907_BEP Final Review Presentation_FINAL.pdf](#)
[23-0911_BEP at BARC_Council Letter_DRAFT_RS-JF_V3.pdf](#)
[23-0907_Staff Memo on BEP at BARC_FINAL.pdf](#)

17. Reallocation of American Rescue Plan Act (ARPA) Funds

Suggested Action:

Mayor Jordan requested that this item be added to the agenda.

[Copy of ARPA Grant Programs Update_9_5_23.pdf](#)

18. Council Activities

19. Council Reports

*20. * Meetings

[meetings.pdf](#)

*21. * Stakeholder List

[Stakeholder Schedule.pdf](#)

*22. * Reappointment to Advisory Board/Committee

Suggested Action:

Reference: Reappointment Survey

Bryan Bruns had indicated his willingness to continue to serve on the Forest Preserve Advisory Board (FPAB), and Benjamin Friedman to continue to serve on the Advisory Planning Board (APB).

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

*23. * Resignation from Advisory Group

Suggested Action:

Reference: Email - L. Park

Reappointment Survey

Korrie Johnson and Elsie Waynes have submitted their resignation from the Advisory Committee on Education (ACE).

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

- *24. * Letter of Support Request Reconnecting Communities and Neighborhoods -
Unlocking University Boulevard Community Connectivity
Suggested Action:

Reference:

Draft Letter of Support Template
Letter of Support
Study Area Map

Maryland Department of Transportation (MDOT) staff has reached out to the City to request a letter of support for MDOT's *Unlocking University Boulevard Community Connectivity* planning project. The planning study will build off Greenbelt's planning work, including the MD 193 Corridor Plan, and other local stakeholders to analyze potential road diets, sidewalks and active transportation gaps, transit infrastructure improvements, crosswalks, and trail connectivity through the corridor to create stronger neighborhood connectivity and access to essential destinations. The MDOT State Highway Administration (SHA), as the facility owner, will closely engage with all community stakeholders to complete this comprehensive study. The proposed limit of the study is from US-1 to Hanover Parkway on MD 193.

Staff has prepared a draft letter of support for Council's approval.

[DRAFT_-_RCN_Template_Support_Letter_MD193.pdf](#)

[23-0905_RCN Support Letter-MD193-City of Greenbelt_DRAFT_V2.pdf](#)

[Study Area Map.jpg](#)

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: ORGANIZATION

Agenda Section: ORGANIZATION - 30 minutes (7:30 - 8:00 pm)

Subject:

Appointment to Fill the Council Vacancy

Suggested Action:

The City Council will consider and present a candidate(s) who are eligible to fill the Council vacancy. Then they will conduct the voting process and swear-in the appointed council member.

Attachments:

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Swearing In

Agenda Section: COMMUNICATIONS - 30 minutes (8:00 - 8:30 pm)

Subject:

Oath of Office - City Manager Josue Salmeron

Suggested Action:

Mayor Jordan will administer the oath of office to Greenbelt's new City Manager, Josue Salmeron.

Attachments:

[Oath of Office for City Manager.pdf](#)

CITY OF GREENBELT, MARYLAND

I, Josue Salmeron, do hereby swear (or affirm) that I will support the Constitution of the United States, and that I will be faithful and bear true allegiance to the State of Maryland and support the Constitution and laws thereof; and that I will, to the best of my skill and judgment, diligently and faithfully, without partiality or prejudice, execute the office of City Manager/Director of Public Safety according to the Constitution and laws of this State.

Josue Salmeron

Subscribed and sworn to before me this 11th day of September, 2023.

Emmett V. Jordan
Mayor
City of Greenbelt

ATTEST:

Bonita Anderson
City Clerk

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Presentations

Agenda Section: COMMUNICATIONS - 30 minutes (8:00 - 8:30 pm)

Subject:

Greenbelt Aquatic & Fitness Center Lifeguards

Suggested Action:

Council invited the Greenbelt Aquatic & Fitness Center Lifeguards to tonight's meeting to thank them for all their work over the summer.

Attachments:

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS - 30 minutes (8:00 - 8:30 pm)

Subject:

National 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. Kevin Carpenter-Driscoll, Environmental Coordinator, will be present to receive the proclamation and provide an update on this event.

Attachments:

[Public Lands Day Proclamation.pdf](#)

PROCLAMATION

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

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

WHEREAS, public lands promote civic ideals that include shared stewardship and recognition of public ownership; and

WHEREAS, shared stewardship requires the goodwill, cooperation and active support of citizens, community, city and state officials, business leaders, children and adults; and

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

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

WHEREAS, an alliance between private citizens, land managers and community leaders improve 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, has become an annually anticipated event for local participation on publicly held lands in Greenbelt.

NOW, THEREFORE, I, Emmett V. Jordan, by the authority vested in me by the residents and City Council of Greenbelt, do hereby proclaim Saturday, September 23, 2023, to be

PUBLIC LANDS DAY

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

IN WITNESS WHEREOF, I have hereunto
set my hand and caused the Seal of the City
of Greenbelt, Maryland, to be affixed this
11th day of September 2023.

Emmett Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS - 30 minutes (8:00 - 8:30 pm)

Subject:

National Hispanic Heritage Month Proclamation

Suggested Action:

National Hispanic Heritage Month is September 15 to October 15. This year's theme, "Prosperity, Power, and Progress." Mayor Jordan will present a proclamation in recognition of National Hispanic Heritage Month.

Attachments:

[National Hispanic Heritage Month.pdf](#)

PROCLAMATION

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

WHEREAS, the theme of National Hispanic Heritage Month 2023 is “Prosperity, Power, and Progress”, celebrating the contributions and achievements of Hispanic and Latino Americans; and

WHEREAS, this commemoration provides an opportunity to rededicate ourselves to the principles of what our nation aspires: to be a place that welcomes immigrants and their descendants and celebrates multiculturalism by weaving diverse traditions into our national fabric; and

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

WHEREAS, Hispanic Americans serve as corporate leaders and elected officials, soldiers, educators, journalists, first responders, pioneers in art and science, healthcare professionals, athletes, inventors, entertainers, and lead in so many other fields; and

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

NOW, THEREFORE, I, Emmett V. Jordan, by the authority vested in me by the residents and City Council of Greenbelt, do hereby proclaim September 15 – October 15 as:

NATIONAL HISPANIC HERITAGE MONTH

In Greenbelt and encourage all residents to honor the rich diversity of Hispanic culture and celebrate the many ways it contributes to our nation and society.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 11th day of September 2023.

*Emmett V. Jordan
Mayor*

ATTEST: *Bonita Anderson
City Clerk*

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS - 30 minutes (8:00 - 8:30 pm)

Subject:

* Minutes

Suggested Action:

- * Work Session - July 20, 2020
- * Work Session - July 29, 2020
- * Work Session - October 26, 2022
- * Work Session - November 07, 2022
- * Work Session - January 4, 2023
- * Regular Meeting - February 13, 2023
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- * Work Session - April 12, 2023
- * Work Session - April 17, 2023
- * Work Session - June 7, 2023
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- * Interview - July 12, 2023

Attachments:

[WS200720.pdf](#)
[WS200729.pdf](#)
[WS221026.pdf](#)
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[RM230213.pdf](#)
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[WS230412.pdf](#)

[WS230417.pdf](#)
[WS230607.pdf](#)
[RM230710.pdf](#)
[INT230712.pdf](#)

WORK SESSION of the Greenbelt City Council held Monday, July 20, 2020, to meet to discuss the Neighborhood Conservation Overlay (NCO) Zone.

Mayor Pro Tem Jordan started the meeting at 8:01 pm. It was held virtually via Zoom.

Present were: Councilmembers Judith F. Davis, Emmett V. Jordan, Leta M. Mach, and Rodney M. Roberts. Silke I. Pope and Edward V.J. Putens were unable to attend. Mayor Colin A. Byrd arrived at the meeting at 8:02 pm (he participated in a rally). He returned to the rally at 8:32 pm.

Staff members present were: Nicole Ard, City Manager; Terri Hruby, Director of Planning and Community Development; Molly Porter, Community Planner; Molly Porter, City Planner; Charise Liggins, Economic Development Coordinator; Scott Crawford, Public Information Producer; and Bonita Anderson.

Also present were: Chad Williams, Maryland National Capital Park Planning Commission; Bryan Bruns, Stefan Brodd, Chuck Hess, Steve Skolnik, Ed James, Stephen Holland, and Anna Socrates, member of GHI Board of Directors; Eldon Ralph, GHI General Manager; Bryan Bruns, Forest Preserve Advisory Board member; Joyce Campbell, Robin Everly, Bill Orleans, Molly Lester, Bob Rand, and others.

Neighborhood Conservation Overlay (NCO) Zone

Mr. Williams noted that there was no additional information to provide for the fall of 2020. However, he announced that there would be a virtual meeting tomorrow to pass an authorization bill allowing the County Council to reconvene and hold meetings virtually.

Ms. Hruby presented line by line the draft Greenbelt Neighborhood Conservation Overlay (NCO) Zone Development Standards. She noted that the goals are the building blocks behind the Maryland National Capital Park and Planning (MNCPP) that generated the draft standards and the study.

Ms. Hruby noted an error in the proposed boundaries with the exclusion the of the Jones's property. Mr. Williams indicated that the map would be updated to include the Jones's property.

Ms. Davis noted in the staff memo that the Lakeside Development and Woodland Hills Development should be excluded from some of the standards and inquired why Lakewood Development was omitted. Ms. Hruby noted that she would correct it to include Lakewood Development.

Based on a question asked by Ms. Pope, Ms. Hruby noted that Belle Point wasn't part of the Residential Planned Community Zone (R-P-C) Zone. She indicated that the R-P-C Zone was intended to protect historic Greenbelt.

Mr. Roberts is opposed to the areas being removed from the NCO Zone and that it will adversely affect the zone. Ms. Hruby noted that there are requirements to be met in the new zone.

Ms. Jones indicated that the City needed to provide information about her property being included. She noted going forward that her property should be removed from the R-P-C Zone. She doesn't believe that her property should be included in the City's NCO. Mr. Roberts stated that the residential part of the Beltsville Agricultural Research Center Farms always viewed the Jones's property as part of Greenbelt. He asked that Ms. Jones reconsider having her property listed in the R-P-C Zone.

There was a discussion regarding the maximum density plan and caps. Ms. Hruby asked did the City want to have a maximum overall density for the entire NCO Zone. She recommended that the City look at density as overall blocks. Ms. Davis noted that the City should set the density caps and not as an overall maximum density. Mr. Williams noted that the maximum overall density is eight units per acre.

Mr. Skolnik, Greenbelt Homes Inc. (GHI) Board of Directors, stated that he supports removing the maximum density of eight dwelling units per acre. He noted that it is redundant and doesn't support their purpose.

Mr. Herling, a Greenbelt resident, asked how the NCO Zone was defined and the determining factors. Ms. Hruby noted that Lakeside Drive had been part of the R-P-C Zone. She stated that the densities represented was part of the original zone. The subdivisions were to retain the density cap. Ms. Hruby explained that all underlying zones have a density cap. Mr. Williams agreed with Ms. Hruby.

Ms. Jones noted that they are not interested in being a part of the NCO Zone, which would place them under the City Planning Division. She stated that her property hadn't been incorporated into the City of Greenbelt and, at this time, was not interested. Ms. Jones was advised that the County does not oppose the NCO Zone. This replaces the R-P-C Zone, and the City of Greenbelt and Mt. Rainier are developing the NCO Zone for their historic planned communities.

Based on a question asked by Mr. Roberts, Ms. Hruby noted that the NCO Zone doesn't delegate any authority to the City regarding the Jones's property. She stated that the City would be a party of interest regarding any development on their property or any adjacent property.

Mr. Manico, a Greenbelt resident, asked if the Council will advocate for the County to maintain the current zones to keep the current historic character of Crescent Road, Parkway, and the Roosevelt Center apartments. Mr. Williams advised that the zoning will change for a more natural mixed-use. He noted that the zoning preserves the character of its architecture. Mr. Manico stated that the County Council should maintain the present zone. Mr. Williams responded that the County Council could not maintain the current zone with the new zoning ordinance. He noted that the proposed Overlay uses density, height, and other tools to limit the potential for mixed-use development.

Ms. Hruby explained the multiple principal dwellings on the same lot, recognizing that the historic Greenbelt's development characteristic is not subdivided and are built on superblock parcels. Therefore, there are multiple principal dwelling units on a larger superblock parcel. Mr.

Williams noted that this provision is necessary because the County prohibits two dwellings on the same lot.

Mr. Skolnik commented that GHI provides affordable housing to its members and the community. He stated that GHI must control how it expands its homes within reason. Mr. Skolnik strongly urged that GHI not have the restriction of 40% of the gross floor area of the existing dwelling. He stated that building height to be at most restricted to the height of the current dwelling unit. He explained that the proposal standards would affect families from growing and staying in GHI. He stated that the 40% restriction would harm the cooperative and the City of Greenbelt.

Mr. Jordan inquired how the 40% restriction would impact local churches. Ms. Hruby stated that church properties are located within the NCO Zone. Staff would need to have an additional conversation with Mr. Williams. Mr. Williams explained that church properties are currently unregulated other than density. However, he noted that under the Religious Land and Institutionalized Person Act, there is constitutional consideration for regulating religious institutions and could be treated similarly to others in a Non-Residential Class Zone.

Ms. Davis is concerned about GHI's request to add 100% to the existing dwelling. She noted an additional concern regarding church properties; if the land was sold off, townhomes could be built on that parcel of land.

Mr. Roberts noted that doubling the size of the GHI units is destroying the units' value by increasing the units' price. He suggested 50%, not 100%.

Mr. Putens stated that GHI's request to add 100% to the existing dwelling changes the characteristic of the home. He also inquired whether church properties were exempt from the NCO Zone process. Ms. Hruby and Mr. Williams noted that church properties are not exempt from this zoning. Mr. Williams stated that church properties have constitutional protections under the Religious Land and Institutionalized Person Act but are not exempt from zoning.

Mr. Skolnik stated GHI should regulate its Owner-Operated Community. He noted that GHI provides affordable housing for families through various stages of their lives.

Based on a question asked by Ms. Pope, Mr. Hruby noted that the Planning staff still needs to notify the religious institutions and organizations. She stated that staff researched how the standards would prevent redevelopment, expansion, and alterations. Ms. Pope suggested proper outreach to religious organizations as soon as possible.

Based on a question asked by Mr. Herling, Mr. Williams noted that building a second-story commercial building at the Roosevelt Center would require the County Planning Director's approval. He explained the process regarding the permit, codification, and compliance process. Mr. Roberts noted that nothing should be developed on the existing structure at the Roosevelt Center.

There was a discussion about the architectural façade of Roosevelt Center and height restriction.

Ms. Davis inquired about the staff memo regarding no additional buildings added to the Roosevelt Center. Ms. Hruby noted that staff recommends no new additions to the Roosevelt Center. Based on a question asked by Mr. Jordan, Mr. Williams pointed out that the building ordinance defines the building heights.

There was a discussion about accessory structures. Mr. Brodd noted that GHI requires accessory structures be installed on the gardenside due to the WSSC easement existing mostly on the serviceside.

There was a discussion about infill. Mr. Roberts noted that infill was separate from the original plan that kept high density out. Ms. Davis said there isn't any place to have infill unless a church sells its property. She noted that only a few vacant lots exist except in the Woodland Hills Development. Mr. Williams noted that this is extra protection in the NCO Zone.

Mr. Jordan inquired about mix-used development restrictions. Mr. Williams noted that some of the zoning districts are flexible. He explained that it's not the use of the building, it is more the construction of the building. Based on a question asked by Ms. Hruby, Mr. Williams noted that the City may want to recommend that some of the properties have a density cap to permit a text amendment in the future.

There was a discussion regarding the provision of parking. Mr. Skolnik requested that GHI be grandfathered in the NCO Zone and not be required to provide the 1.5 parking spaces per dwelling. Mr. Skolnik stated that GHI requests that this requirement not be included in the existing standards. Mr. Williams noted that this is for new development only.

Based on a question asked by Mr. Brodd, Mr. Williams noted that the maintenance of GHI's existing non-residential uses and new structures will be under the Community Service Use that is permitted in all the other zones. The Cooperative's uses will be protected by the zoning ordinance.

Based on a question asked by Ms. Davis, Ms. Hruby noted that it is staff's recommendation that if a unit/structure is demolished due to a fire, the unit/structure should be restored to its original character. Ms. Davis suggested that the standard be as restrictive as possible and that the building must be returned to its original character. Mr. Skolnik noted that a row of GHI homes on Laurel Hill Rd. was demolished because the foundation had water damage and couldn't support the structure.

Mr. Skolnik noted a GHI concern that the NCO Zone document cited a Maryland State law requiring that cooperatives be treated like non-cooperatives. He stated that the GHI attorney advised that the law was to protect cooperatives.

Mr. Brodd noted that GHI disagrees with the percentages for additions that are allowed and where the GHI can place accessory structures. He stated that GHI favors the provisions on demolition by neglect. Mr. Brodd advised that the GHI Board of Directors will review the

proposed NCO Zone draft at their next meeting. Mr. Roberts agreed with GHI regarding their concerns with placing accessory structures.

Based on a question asked by Ms. Davis, Mr. Williams noted that MNCPP legal staff stated that the Zoning Ordinance could not treat any cooperative any different than any other property in the same zoning class. He also said that MNCPP could not recommend or support additional review boards or processes.

Based on a question asked by Ms. Jones, Ms. Hruby explained the referral process and that the City staff submits comments to the County Planning Board for advisement. Mr. Williams noted that the NCO Standards would be the County standards to be followed.

Based on a question asked by Mr. Manico, Mr. Williams explained the zoning difference between the old zoning and new zoning regarding the apartments on Crescent Road. He noted the current zone is an R-18, which is 18 dwellings per acre, and the new zone would be R-M-20, which would be 20 dwellings per acre.

Informational Items

Ms. Pope noted that her neighbor mentioned seeing large trucks near the Edmonston Road ramp and that repairs to the ramp might have begun.

The meeting ended at 10:54 pm.

Respectfully submitted,

Bonita Anderson
City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held on Wednesday, July 29, 2020, to receive the City Manager's Update.

Mayor Byrd called the meeting to order at 8:00 pm. 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, Edward V.J. Putens, and Mayor Colin Byrd.

Staff present were: Nicole Ard, City Manager; Todd Pounds, City Solicitor; David Moran, Assistant City Manager; Greg Varda, Recreation Director; Terri Hruby, Planning Director; Jim Sterling, Public Works Director; Rick Bowers, Police Chief; Mary Johnson, Human Resources Director; Dale Worley, Information Technology Director; Beverly Palau, Public Information and Communications Coordinator; and Bonita Anderson, City Clerk.

Mayor Byrd noted that he called the Special Meeting to discuss and decide on issues related to the COVID-19 pandemic and the reopening of the City, including by not necessarily limited to the following: Outdoor Dining at the Roosevelt Center and throughout the City, Alcohol; Tennis Courts (doubles); Swimming; Masks at Buddy Attick Park; Religious Facilities/Houses of Worship; and Youth Athletics.

Ms. Ard presented a short video of the City's accomplishments to the City Council. In addition, she provided an overview of the FY 2020 Management Objectives.

The City Council favored Ms. Davis's suggestion to review the FY 2021 Management Objectives instead of the ones for FY 2020.

Ms. Mach asked if anyone had heard from the State Highway Administration regarding the 193 Greenbelt Road Study. Ms. Ard responded that she had not seen anything beyond Delegate Washington's request.

Ms. Davis noted the possibility of having a legislative dinner virtually this year. The Council has requested the MML Legislative Committee to send its legislative priorities. Mr. Moran stated that he would check into it. Ms. Davis also noted that Council needed to start thinking about its legislative priorities for the State Delegation.

Ms. Ard gave to the Council a presentation of the FY 2021 Budget. She indicated they would be provided an update on the NASA Strategic Plan. She announced that the virtual Business Coffee will be held on August 10.

Mr. Roberts inquired about the City applying for COVID grants. Ms. Ard replied that the City has yet to apply for grant funding. However, the City is looking for grant management software.

Ms. Pope inquired about the software's ability to track folks so they can't double-dip. Ms. Ard responded, yes. She will have various people on the panel looking at the materials because it is an area that the County, State, and Federal were concerned about as well. As for the businesses that still need to receive funding, some did not qualify for those programs. Ms. Pope commented back to Ms. Ard that it is vital that those businesses get the help they need.

Human Resources:

Ms. Ard stated that they are still working on the document management program. They have indicated that staff gets more work done working remotely. Julie Magness has been making progress with scanning files. Mary Johnson is progressing with COVID policies, which have been distributed to the employees.

Mr. Jordan inquired about the status of the 2020 objectives for the Council to review or will they be handled by Administration. Ms. Ard noted that the Council will get a chance to review them. She also pointed out that the compensation study has been deferred until further notice.

Finance:

Ms. Ard commented that much paperwork is being accomplished. Council asked for information regarding the new City Treasurer. Ms. Ard has spoken with all of the Council except one regarding the new hire. She thinks all will be pleased with the candidate.

Ms. Pope inquired about challenges with the financial system vendor:

- if the City needed an entirely new system
- the implementation timeframe, and the cost.

Ms. Ard replied that the system is working but must be changed. The work is being done in phases.

Information Technology:

Mr. Worley noted the replacement of the phone system, as initially planned. He also pointed out that the IT Department started preparing for city employees with computer access to work from home due to the pandemic, but it was bigger than they had planned. They also converted the CAD system over to the County system. It went as well as could be expected despite the pandemic. They are still working on camera issues.

Mr. Worley stated that the implementation of Laserfiche in Human Resources has been finished. Ms. Belton has been scanning many documents for the City Manager's office.

Ms. Mach asked about Verizon's job performance. Mr. Worley noted that the system is slower, with more people working from home.

Ms. Davis asked if the social media policy applies to Council and their city accounts.

Public Information:

Beverly Palau did a great job working with various vendors and providers to speed up the internet.

Mr. Jordan inquired if the City will continue sending daily updates or if we should switch to sending them weekly. Ms. Palau noted that they will post updates on social media.

Planning:

Ms. Hruby noted that the Code Enforcement Division would begin virtual inspections on August 17. In addition, she has scheduled seven interviews for the Community Planner position to fill the vacancy.

There was a discussion about the proposed project at the old nursing home site. Ms. Hruby indicated that the same developers have plans for senior housing.

Ms. Pope asked about Royal Farms. Ms. Hruby replied that they were working on it.

Police Department:

Chief Bowers noted that they are recruiting new officers, four graduates from the academy. Two people are going to the academy. He indicated that they are working to hire dispatchers. Chief Bowers pointed out that if fully staffed, there would be 53 sworn officers. Chief Bowers stated that they had not hired a Communication Specialist. They have hired twelve new officers since last year.

Public Works:

Ms. Ard announced that the Public Works Department is working on Roosevelt Center lighting.

Ms. Davis inquired about the number of trees lost during the storm. Someone will follow up on the number of trees lost.

Mr. Jordan inquired about the Greenbelt Connection and whether residents use the service. Someone will follow up on the number of residents using the service.

Ms. Ard commented that the CARES Department did a great job making the switch during the pandemic.

Recreation:

There was a discussion about children in the pool. Mr. Byrd asked that the staff consider opening the pool for the kids. Mr. Varda briefly gave an update on the performing arts and the virtual camps, which are doing well. He announced that the tennis courts were open. They were working on outdoor movies.

Ms. Ard noted that Ms. Anderson and her team are planning a virtual awards ceremony, dinner gift cards for the restaurant for the Advisory Board/Committee members.

The meeting ended at 11:19 pm.

Respectfully submitted,

Bonita Anderson

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, October 26, 2022, to receive the City Manager's Update.

Mayor Jordan started the meeting at 7:30 p.m. The meeting was held virtually via Zoom.

PRESENT WERE: Councilmembers Colin A. Byrd (virtual), Judith F. Davis, Ric Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L. K. Weaver, and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Tim George, Interim City Manager; Todd Pounds, City Solicitor (closed Session); Chief Rick Bowers; Dale Worley, Director of Information Technology; James Wisniewski, Communications Specialist; and Bonita Anderson, City Clerk.

ALSO, PRESENT WERE: Bill Orleans.

Mayor Jordan gave opening remarks.

Mr. George began the presentation with an overview of the City Manager's Update: 2023-Q1 Agenda highlighting City Council Outcome Areas 2022. Department Highlights, Personnel: Open Positions, Pending, and Potential Retirements; Challenges and Opportunities.

Human Resources

Mr. George noted the Human Resources Department's accomplishments, which included assisting in implementing Laserfiche to the cloud and rolling out the online benefits self-serve service with an employee navigator. He also noted the launch of the job classification and compensation study that began in August 2022 with results expected in November 2022.

Public Information Office

Mr. George noted the accomplishments of the Public Information Office. Ms. Davis asked about the teleprompter, its function, how it works, and its appearance.

Mayor Jordan noted that the PIO was doing a great job. He asked how they coordinate with the departments, their strategy, and time management with posting to the website and social media platforms. Mr. George replied that the City has a social media policy that requires staff to submit media-related announcements to the PIO department to share. He noted a weekly meeting with the PIO and the Police PIO to coordinate media-related material.

Finance

Mr. George indicated that Ms. Gaymon continuously met with the Hagerty consulting group and US Treasury regarding ARPA funding and reporting. In addition, she does the quarterly ARPA filings. He noted that the Finance Department is doing an excellent job with implementing the new financial system. They're now in the data migration phase to get the system running.

Information Technology

Mr. George noted that CyberCX completed the network assessment. The staff deployed new departmental printers to eliminate a security vulnerability. He pointed out that the security cameras we've ordered for the Municipal Building, Springhill Lake Recreation Center, and others will come next week.

Planning and Community Development

Mr. George indicated that the Planning and Community Development Department had scheduled the Department of Public Works to install solar lights at three bus shelters to make those bus shelters a little safer and more hospitable in the evenings. The implementation of the one-way streets in Greenbelt Station will begin on October 24. Ms. Weaver indicated that the street signs were already in place.

Mayor Jordan asked Mr. George to follow up with Ms. Hruby on the solar panels at bus stops, how much power they'll use, lighting, and signs. Ms. Davis asked if these new bus stop lights and signs might become a nuisance; people may gather late at night. She's worried about crime. Mayor Jordan mentioned the possibility of a motion sensor and police patrols.

Mr. George noted the completion of the Buddy Attick Park parking lot. He stated a final look at the grading of the roadway will be done to ensure that those grading percentages are correct. Once we get the final punch list, the City can arrange a ribbon-cutting ceremony.

Mayor Jordan noted concern with the rain gardens at Buddy Attick Park and asked if florescent strips could be added or even curbs to help cars and pedestrians with safety issues.

Ms. Davis asked about the WMATA trail, the State revisions, and the timeline for this project. Mr. George stated that the State did come back with a long list of changes; one of the most significant is that they're trying to apply State Highway Administration guidelines to the path, which would make that path quite wide, almost 10 feet, which is delaying the project.

Ms. Davis inquired about the permit status of 7010 Greenbelt Road and submission of the plans to Prince George's County, whether they are the same and for what purpose. Mr. George replied that his understanding is that it would be essentially the same and that they're making a few improvements.

Police Department

Mr. George noted the accomplishments of the Police Department, which included the completion of the annual CALEA file review and the hiring and swearing in of two new officers. He also noted the expansion of the Crisis Intervention Team (CIT) program, the order of electric bikes, and the purchase of new vehicles.

Ms. Davis has concerns about the dog park, parking issues included. She asked what the police

were doing about it, as there has yet to be an influx of permits handed out. It is a very popular place to go. Chief Bowers stated that the Animal Control staff patrolled the dog park frequently, and the park rangers are also active at the Dog Park.

Mayor Jordan inquired about the CALEA phase and if the Chief would speak with the Council and public in a few weeks. Chief Bowers responded that it's a four-year assessment cycle, and they've completed the third-year assessment phase. Each year, they assess a certain number of files until they reach year 4. The end of the assessment will be April 2023. The CALEA team will be onsite in May and June to conduct the onsite evaluations. Interviews with council members and residents will be scheduled in May or June of next year.

Department of Public Works

Mr. George noted that the Police Station roof rehabilitation project is nearly completed. The DPW staff coordinated with the police so that they were able to stay in the building during the construction and continued their operations.

Ms. Davis asked when to expect fall trees to be planted, specifically could Council receive a schedule for all trees and locations. She mentioned that the street trees along Hanover Parkway had been "decimated by storms" and is sparse.

Mr. George indicated they've begun planting already, but he can get a schedule from Brian Townsend and send it to Council.

Ms. Davis asked if "issues with hiring skilled staff without competitive rates" has been addressed, explicitly whether hiring bonuses with Public Works have been considered. Mr. George replied yes, potential hiring bonuses are being considered for the Department of Public Works, City Planner and Code Enforcement positions.

Mayor Jordan inquired about the expiration of the speed bump pilot program. Mr. George noted that the program would end on November 15. The City will purchase a few speed bumps. He also stated that staff wanted to conduct a traffic and speed count study on the roads.

Recreation Department

Mr. George noted some accomplishments of the Recreation Department, which restored the Aquatic Center and all their facilities to Pre-Covid levels. The swimming pool is open, and they've done some more programming. Very importantly, the senior citizen activities have resumed and are returning to their total capacity.

CARES Department

Mr. George stated that the CARES team hosted a successful Job Fair at Beltway Plaza and had done a fantastic job working with their clients and getting organized. Over 50 people signed up and registered for the event aged 17 to 71. CARES continues to distribute the ARPA rental assistance, mortgage assistance, HOA assistance, utility assistance funds. In total, \$1,750,000 in

ARPA Rental and Utility Assistance to 3580 households and \$53,000 in mortgage and HOA assistance to 15 families has been dispersed. In addition, \$82,000 has been disseminated to local food pantries and for City food distribution events.

Mayor Jordan inquired where the City was with the ARPA Assistance Program and its backlog. Mr. George noted that the City is caught up and has been processing applications regularly.

Mr. George noted that the GAIL program served flu clinics at Green Ridge House, the Greenbelt Community Center, and the Springhill Lake Recreation Center to over 300 people.

Ms. Davis asked for the number of people helped by the mental health services now offered at Green Ridge House. Mr. George will follow up with Dr. Park to provide Council with an accurate count.

Museum

Mr. George noted that the interest in walking tours has increased. They had completed working with a fundraising consultant and FOGM for the 10A project. In addition, the Museum staff and volunteers ran a successful in-person Retro Town Fair with over 85 people attending.

Ms. Davis noted that the museum has Halloween decorations for people to walk by and see.

Administration

Mr. George noted that the City Administration led the effort to finalize the ARPA Spending Plan. He stated that the City launched in September 2022 the revised Economic Development webpages. Mr. George noted that Debi Sandlin, Acting Assistant City Manager, worked with the Department of Public Works on the submission of the USDA Compost and Food Waste Grant and the DNR Community Park & Playground Grant. Mr. George pointed out that the City hired a Grant Coordinator who will apply for the CDBG PY49.

American Rescue Plan Act (ARPA)

Mr. George indicated that the City helped 61 residents with \$451,200 in rental assistance this quarter and hired Crisis Intervention Counselors (CIC) staff for CARES and the Police Department. In addition, the City continued to help residents with mortgage assistance; so far, four residents with a total of \$15,700 dispersed. Mr. George noted that Council approved 35 projects in addition to the 23 projects in the FY23 budget. In addition, he indicated that the City developed standard RFP language to meet the ARPA guidelines.

Mayor Jordan inquired if City staff contacted other local municipalities and shared information about the ARPA process and projects. Mr. George replied that the City had implemented best practices. One of the procurement rules will allow the City to piggyback off someone else's RFP process.

Mr. George presented to the Council a table that listed the potential spending projects with

approved allocations and actions taken to date.

Ms. Davis asked how the City staff promotes ARPA programs to the public and for these programs to be added to our websites with links to apply. Mr. George mentioned that CCI and DHCD would handle the healthcare voucher and mortgage assistance programs because they have a program using ARPA funds that will run a large portion of the promotion, with our funding going to City residents. In addition, the City will use its media platforms, including the Greenbelt News Review, to promote.

Ms. Davis suggested that the City contact local realtors to inform them of the first-time homebuyer loans.

Mr. George briefly discussed the open personnel positions and retirements pending. In addition, he discussed the FY2023 challenges and opportunities to provide adequate space for program enhancement and expansion for staff, retaining and rewarding current staff, and attracting and recruiting new staff.

During Mr. George's presentation, the City Council's questions were answered. There was no need to review the Management Objectives (MBOs).

Mayor Pro Tem Weaver 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, 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. Byrd	-	Yes
	Ms. Davis	-	Yes
	Mr. Gordon	-	Yes
	Ms. Pope	-	Yes
	Mr. Roberts	-	Yes
	Ms. Weaver	-	Yes
	Mayor Jordan	-	Yes

The meeting ended at 9:27 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, November 7, 2022, to meet with the State Highway Administration.

Mayor Jordan started the meeting at 7:30 p.m. The meeting was held in the Council Chambers at the Municipal Building and virtually via Zoom.

Present were: Councilmembers Colin A. Byrd, Judith F. Davis, Brandon Ric Gordon, Silke I. Pope, Kristen L.K. Weaver (virtual), and Mayor Emmett V. Jordan. Councilmember Rodney M. Roberts was out sick.

STAFF PRESENT WERE: Tim George, City Manager; Terri Hruby, Director of Planning and Community Development (virtual); James Wisniewski, Communications Specialist; and Bonita Anderson, City Clerk.

Also present were: Derek Gunn, Acting District Engineer for the Maryland Department of Transportation (MDOT); Winstina Hughes, Customer Relations Manager; Peter Campanides, Assistant District Engineer for Traffic Prince George's County; Urooj Zafar, Chief for the Engineering Systems Team State Highway Administration District 3 Office; Jeff Lemieux; and Bill Orleans.

Mayor Jordan provided opening remarks and introductions.

Mayor Jordan asked for a brief update of the State Highway Administration District 3 Office.

Mr. Gunn provided a brief overview. He stated that the State Highway Administration (SHA) District 3 covers two counties, Prince George's and Montgomery Counties. He indicated that SHA has four maintenance facilities, two per County. In Prince George's County, one is in Laurel and the other in Upper Marlboro. The SHA District 3 Office in Greenbelt handles all state roadways in both counties. Mr. Gunn noted that they completed the Consolidated Transportation Plan Season when the Transportation Secretary goes to each county to share with the 6-year program. The fiscally constrained program will look like the CTP of Prince George's County. SHA focuses on addressing pedestrian and bicycle safety action plans, which are close to completion.

Changes/Improvements to the Lakeside Drive/Greenbelt Road Intersection

Mayor Jordan asked about the status of why the State Highway Administration would not investigate further any changes or improvements to the Lakeside Drive and Greenbelt Road intersection. Mr. Campanides noted the completion of the signal review at that location. He indicated that the City Council would be informed when implementation began, including the crosswalk markings.

Traffic Light Timing At Hanover Parkway/Greenbelt Road and Greenbelt Road/Baltimore Washington Parkway

Mayor Jordan indicated that the traffic light timing at the Hanover Parkway and Greenbelt Road and the Greenbelt Road and Baltimore Washington Parkway intersections appears off. Mayor Jordan inquired about the timing cycles at this location. Mr. Campanides indicated that the Office of Traffic and Safety Signal Operations Section manages the signal timing for coordinated locations. This is where several traffic signals are clustered together, and specific timing is needed. They will check the timings and decide whether adjustments are necessary to alleviate the blocking at the Hanover Parkway and Greenbelt Road intersection. Mayor Jordan asked about the number of cycles at this particular location. Mr. Campanides noted three timing cycles- morning, midday, and evening. The cycle lengths are 150 seconds in the morning, 120 seconds midday, and 150 or 180 seconds in the evening, depending on the traffic demand.

Mayor Pro Tem Weaver suggested the "Don't Block The Box" marking indicator if this has been considered at this location. Mr. Campanides noted that this type of treatment regarding the usage of pavement markings and signing is usually implemented at non-signalized intersections that happen to be in close proximity to another traffic signal and that queuing backs up through those locations, which creates gridlock. He stated that they would look into a short-term solution if they could not improve it from a single timing standpoint.

Mayor Jordan noted concerns that the Greenbriar Condominium Management has about the western side of Hanover Pkwy. intersection. There is no street light there for pedestrians and for cars to see pedestrians trying to cross. It is very dark and dangerous. He requested that SHA follow up on this matter.

Status Update of the Greenbelt Road Construction

Ms. Davis inquired about a status update of the Greenbelt Road construction. Ms. Hughes replied that the WSSC project work is complete on Route 193. Traffic calming measures are being look at near Route 201 and Branchville Road.

Proposed Speed Limit Changes Along Greenbelt Road

Ms. Davis asked about the proposed speed limit changes along Greenbelt Road. Mr. Campanides stated that along Route 193 from Kenilworth Avenue to Walker Drive the speed limits will be from 40 to 35 mph. He indicated that there would be a message board to give notice about this change to pedestrians and motorists.

Ms. Davis asked if traffic calming measures include new crosswalk markings after Route 193. Ms. Hughes noted that the work would narrow lanes along Route 193 based on the Greenbelt Road report for traffic calming measures.

Mr. Campanides indicated that WSSC had implemented permanent markings, including crosswalk markings. SHA will adjust and repurpose the right-turn lane from Route 201 to Cherrywood Lane. He stated that there would be modifications to add striping for bicyclists and motorists to open up the right turn lanes approaching the intersection rather than have it as one continuous lane. Mr. Campanides indicated that they'd seen improvements in how people drive, but more adjustments should be made in early winter.

Mayor Jordan reiterated that the bike lane along Greenbelt Road still needs to be finished. He was pleasantly surprised about the extension from Kenilworth Avenue to Cunningham St. He indicated that there had been a lot of challenges, feedback, and WMATA concerns. Mayor Jordan shared a photo of the lane going west on Greenbelt Road near the Prince George's County bus lot. He indicated that drivers are ignoring and driving along the bike lanes. Mr. Campanides noted that they would be installing flex posts.

Mayor Jordan acknowledged the online question from Robert Payton about whether speed signs with radar can be used for traffic calming. Mayor Jordan asked if speed cameras or signs would let people know to reduce speed. Mr. Campanides replied that they would be coordinating with the Greenbelt Police Department to implement speed-monitoring trailers along Route 193.

Based on preliminary findings from the Greenbelt Road report, Mr. Campanides indicated that they would narrow the lanes along Route 193. The lanes were narrowed down to two 10' ft. lanes and one 11' ft lane in the eastbound direction and resized to a 10.5' ft. lane westbound direction.

Mayor Pro Tem Weaver asked what would be the next steps in going forward with the 193 Corridor Revisioning Plan.

Mr. Campanides replied that right now, there will be an interim step with what is available to go curb to curb. The study's results will be necessary for SHA to determine the next steps. One of the recommendations considered was a more drastic road diet - going from the current traffic pattern of 6-8 lanes down to a 4-lane section. SHA made one of the comments about doing a synchro-analysis to run a model to see how traffic would operate if they were to go down to only 4-lanes. The right balance must be looked with utility, right-of-way issues, and traffic patterns. Only one component of the problem has been addressed. They're still providing a better facility for pedestrians and bicyclists and improving overall transit. The outcome of what the planning study states needs to be seen and then figure out the next steps. At this point, a series of interim steps will be followed up by long-term solutions.

Mayor Jordan asked when the Greenbelt Road section is due for an update to its plan. Mr. Campanides indicated that the City's Planning Department mentioned to Maryland National Capital Park and Planning that the City has its separate Greenbelt Road Corridor Study in progress.



Schedule for Maintenance and Litter Pick-Up and Mowing along Greenbelt Road

Mayor Jordan inquired about the litter pick-up and mowing schedule along Greenbelt Road. He noted a concern with grass and snow removal on sidewalks, especially with students trying to navigate the sidewalks. Mayor Jordan indicated that maintenance is essential and asked what the protocol is for removing illegal signs.

Mr. Gunn replied that SHA regulates signs; let them know about any illegal signs. He noted that maintenance is on a 4 to 6-week cycle for litter and mowing to maintain conditions at a specific level; however, they've been struggling with poor-performing contracts and several defaults in

Prince George's County. Mr. Gunn indicated they had issued a new Metropolitan Transportation Plan (MTP) for a 5-person litter crew in the Greenbelt area.

Mayor Jordan inquired about Public Works staff being asked to assist with trees overhanging sidewalks and overall maintenance or concerns.

Mr. George replied that there were branches near Greenway Shopping Center. If it were emergent or dangerous, the Public Works Department would take care of it immediately; otherwise, the City would let SHA know.

Ms. Hughes replied that SHA is very responsive. Let them know so they can coordinate between offices.

Ms. Davis expressed concern about mowers mulching the litter that must be picked up beforehand. She indicated that funding hadn't been a top priority at the State level, but this was a huge issue when the grass is so high cars or pedestrians at intersections can't be seen. The City is looking for future improvement. Ms. Davis indicated a conflict between municipalities and SHA about who maintains sidewalks. SHA is trying to abandon the sidewalks they install and not take responsibility which is a problem; the sidewalks need to be in better shape. If SHA doesn't maintain, then the sidewalks are not usable. She stated that there needs to be some way to do the work with an MOU and suggested that SHA pay the City. Ms. Davis inquired about the process of removal of a dead carcass in the roadway.

Mr. Gunn stated that a crew removes dead carcasses from the highways, which is a health issue and the law. He asked that the City reach out immediately to SHA, and they'll take care of it immediately. Mr. Gunn explained that SHA has entered into MOUs with municipalities and would like to with the City.

Mr. Gordon inquired about the outreach to churches and businesses for maintaining the sidewalks in front of their buildings.

Mr. Gunn replied that it's an issue they're trying to reinforce with private property owners that it is their responsibility.

Ms. Davis asked if the City could remove campaign signs left up after an election. Mr. Gunn noted that there is a caveat that if the sign is in the right-of-way, the local municipality can address it.

Directional/Information Signage Policy for Non-SHA signs along State Highways

Mayor Jordan indicated that the City is looking at gateway signage to help identify local sites that denote entryways into the City.

Mr. Campanides noted that this would fall under jurisdictional gateway signing. SHA has guidelines on that particular program which they can send to the City to begin that process.

Discussion Regarding Pedestrian/Bike Safety on Greenbelt Road

Mayor Jordan introduced Mr. Lemieux, who is working on a proposed feasibility study for a multi-use trail along the north side of Rt. 193 near Eleanor Roosevelt High School to NASA.

Mayor Jordan asked what SHA thinks about this idea. Mr. Gunn noted that he and Ms. Hughes would be attending the walk with Delegate Williams along the proposed route and are looking forward to hearing some ideas, initial discussion, and potential next steps.

Mayor Jordan shared a picture map showing where a no U-turn sign needs to be installed near the entrance to Greenway Shopping Center near Chevvy's. Mr. Campanides noted that they would look into this matter.

Lighting Issue 495 Underpass on Rt. 193

Mr. Gordon was concerned about the underpass near the American Legion that needs lighting, making it extremely dangerous for pedestrians. He asked about the timeline to get some lighting installed in this area.

Mr. Campanides noted that the bridge had been identified to be reconstructed. Part of that project is looking at adding lighting under the bridge. Right now, this project is in the preliminary stages. It's not quite funded for construction, but the design phase is complete. This will start in the next two to three years. The office that handles that is the Office of Structures, and they have yet to make a final determination. But it was recommended to include additional lighting.

Mr. Byrd pointed out that on Route 193 between Hanover Parkway and Frankfort Drive, the right lane has definite potholes and surfacing issues.

Informational items were discussed.

The meeting ended at 9:39 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, January 4, 2023, to discuss the Compensation Study.

Mayor Jordan started the meeting at 7:30 pm. The meeting was held in the Council Chambers of the Municipal Building, 25 Crescent Road, and virtually via Zoom.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis, Ric Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L. K. Weaver, and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Tim George, Interim City Manager; Dawane Martinez, Director of Human Resources; Bertha Gaymon, City Treasurer; Debi Sandlin, Interim Assistant City Manager; Terri Hruby, Director of Planning and Community Development; Dale Worley, Director of Information of Technology; Chief Richard Bowers, Greenbelt Police Department; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Brenda Turner, Jada Kent, Sarah Towne, BakerTilly, and others.

Based on a question by Mayor Jordan, Mr. Martinez briefly explained the process to select a consultant to conduct the Compensation Study, including a Request for Proposal (RFP). Mr. Martinez added the purpose of the Compensation Study was to conduct a comprehensive analysis of the City's 120 job classifications, analyze the regional market and recommend adjustments to ensure salaries remain competitive and equitable across departments and positions. Ms. Davis added that the current compensation for City employees is behind compared to other municipalities.

Ms. Turner gave a PowerPoint presentation highlighting what was involved in the Compensation Study process to include Data Collection, Review of existing positions, an external market assessment, development of a pay plan, and recommendations for next steps.

Based on a question asked by Mayor Jordan, Ms. Turner explained that Heads of Departments provided BakerTilly a list of similar municipalities the City is competing with to recruit for staff positions. Ms. Davis informed BakerTilly that the Maryland Municipal League (MML) just released their compensation results for Maryland municipalities.

Ms. Turner summarized the Market Assessments results, noting that all 113 positions were included in the market survey and only 13 jobs needed additional data. Ms. Davis asked how the 13 positions with insufficient data would fit into the plan. Ms. Turner explained that they would evaluate and adjust the positions if needed and would provide a full report to the Council.

Based on a question asked by Ms. Davis, Mr. George explained there would be no decreases to employees' salaries as a result of the Compensation Study.

Based on a question asked by Bill Orleans, a Greenbelt resident, Ms. Turner answered that BakerTilly provided City Management with the final report listing all positions and the payment plans.

Based on a question asked by Ms. Davis, Mr. George answered that police officers are a part of the Collective Bargaining Agreement (CBA) and are not incorporated in the Compensative

Study. Instead, the Command Staff has a different payment plan, and added non-sworn personnel are included in the general pay plan.

Ms. Turner stated that Greenbelt's current general pay plan included 21 grades, and the midpoint wasn't the middle of the range. However, the proposed pay plan, which consists of 18 grades, will be aligned with the market at the midpoint.

Based on a question by Mayor Jordan, Ms. Turner explained that the Compensation Study is a snapshot in time because the market moves. However, BakerTilly would provide the Human Resources Department with a maintenance document to keep the pay plan fresh until the City conducts another compensation study.

There was a discussion regarding implementing the Compensation Study with the payment plans. Ms. Turner outlined three options, which include moving employees who are currently below the minimum to the minimum and all other employees would retain their current salary; moving employees who are now below the minimum to the minimum and all other employees would receive a 2% increase; or move employees who are currently below the minimum to the minimum, and all employees would receive a 0.5% adjustment multiplied by their years of service. Mayor Jordan asked could the pay plan be implemented over several years, and Ms. Turner answered yes. However, if the implementation is spread over too many years, the pay will fall below the market and not remain competitive.

Based on a question asked by Ms. Davis, Mr. George explained that staff would review the spreadsheets and the three options and present them to Council at the next Regular Meeting with staff recommendations.

Ms. Turner summarized the Compensation Study recommendations, which included the recommended position title and classification adjustments, the pay plan, position grade assignments, the reclassification of positions and title, and grade assignments. She stated that training the Human Resources Department staff on administering and maintaining the new classification would be provided by BakerTilly.

Mr. Byrd inquired about data collected from part-time or seasonal employees. Mr. George answered that the Compensation Study was for classified employees only. However, he noted that Council had just approved raising the minimum wage to \$15. At this time there has been no discussion for a payment plan for non-classified employees.

Meeting and Stakeholder Discussion:

Council reviewed the upcoming Meeting and Work Session list.

Council agreed to reschedule the Speed Camera Work Session from Wednesday, January 18, to Monday, January 30.

Council agreed to schedule the following Work Sessions: Greenbelt National Park Work Session on Wednesday, February 1, and Plastic Bag Ban Work Session on Wednesday, February 15.

There was a discussion regarding scheduling the Reparations Commission Meet and Greet.

Information items:

Ms. Davis inquired about information regarding the Workforce Program that was listed in the Recreation Department weekly report. Mr. George said he would follow up with Mr. Varda, the Director of Recreation, and provide Council with the information.

Ms. Davis asked Council did they want to attend and sponsor the AARP Suitland Maryland Chapter 939 50th Anniversary event that will be held at Martins Crosswinds. There was a brief discussion, and Council agreed to add this item to the next agenda for further discussion.

There was a discussion regarding the State's Attorney's Municipal Retreat. The retreat will be held at the South Bowie Branch Library on Friday, January 27. Council agreed that Mayor Jordan and Mayor Pro Tem Weaver would be attending.

Mayor Jordan advised that two of the lights on the Spellman Overpass on the eastern side have been out for three weeks and needed to be fixed.

There was a brief discussion regarding County Legislative Bills.

Ms. Pope stated that vehicles were being abandoned on Lakecrest Drive and requested additional enforcement. She advised of standing water seeping into the big open area near the entrance to the Lake from Lakecrest Drive and several trees are down. In addition, Ms. Pope announced a massive sinkhole on both the left and right sides of the stone bench.

Mayor Jordan advised of a drainage issue on Edmonston Road at Sunnyside Avenue.

Mr. Roberts left the meeting at 9:37 pm.

The meeting ended at 9:39 pm.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held February 13, 2023.

Mayor Jordan called the Meeting to order at 7:30 pm.

ROLL CALL was answered by Councilmembers Colin A. Byrd (virtual), Judith F. Davis, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Councilmembers Brandon R. Gordon and Silke I. Pope was absent for personal reasons.

ALSO PRESENT were Tim George, Interim City Manager; Kevin Simpson, Economic Development Manager; Dr. Luisa Robles, Sustainability Coordinator; Kevin Driscoll-Carpenter, Environmental Coordinator; Jamarie Spencer, Public Information Producer; and Bonita Anderson, City Clerk.

Mayor Jordan asked for a moment of silence in honor of those who passed since the last City Council meeting.

Mr. Roberts then led the Pledge of Allegiance to the Flag.

PETITIONS AND REQUESTS:

Jennifer Pompi, a Greenbelt resident, presented to the City Council a check on behalf of the Eleanor Roosevelt Democratic Club in honor of the late former Delegate Tawanna Gaines.

Louise Wiseman, a Greenbelt resident, requested that the City Council support CB-07 housing initiative bill by sending a non-binding statement of support by the 02/28 deadline to submit comments.

Bill Orleans, a Greenbelt resident, requested the same as the previous Meeting regarding a survey of homeless people near Franklin Park and seeking an apology from the City Council for allegedly violating the Open Meetings Act by action taken in a closed session. Mayor Jordan asked that staff research Mr. Orleans's request and follow up.

CONSENT AGENDA: Ms. Davis requested item #17, Appointments to Advisory Groups, be removed from the consent agenda. Mayor Jordan asked item #18, Meetings, be removed from the consent agenda. With these changes, it was moved by Ms. Davis that the consent agenda be approved. Ms. Weaver seconded. The motion passed 5-0.

Council thereby took the following actions:

MINUTES OF COUNCIL MEETINGS

Regular Meeting - October 15, 2019
Work Session - May 06, 2020
Work Session - July 21, 2021
Interview - August 31, 2022

Interview - September 07, 2022
Special Meeting - September 21, 2022
Special Meeting - October 12, 2022
Interview - October 22, 2022
Regular Meeting - October 24, 2022
Interview - November 02, 2022
Special Meeting - November 03, 2022
Interview - November 09, 2022
Regular Meeting - November 14, 2022
Regular Meeting - November 28, 2022
Interview - December 05, 2022
Regular Meeting - December 12, 2022
Legislative Dinner - December 20, 2022
Interview - January 04, 2023
Interview - January 09, 2023
Approved as presented.

COMMITTEE REPORTS:

Community Relations Advisory Board (CRAB) Report - #2022-001 - Council Referral - Non-Citizen Resident Voting: Council accepted this report.

Community Relations Advisory Board (CRAB) Report - #2022-002 - Council Referral - Collective Bargaining Agreement extended to Non-Police City Staff: Council accepted this report.

Community Relations Advisory Board (CRAB) Report #2022-003 - Council Referral - Term Limits for Elected City Council Members: Council accepted this report.

STAKEHOLDER LIST: Council accepted the stakeholder list.

APPROVAL OF AGENDA: It was moved by Ms. Davis and seconded by Ms. Weaver that the agenda be approved as presented. The motion passed 5-0.

PRESENTATIONS:

Prince George's County Board of Education District 2 Member: Mayor Jordan announced that Jonathan Briggs, Prince George's County Board of Education Member - District 2, could not attend the Council Meeting tonight due to a scheduling conflict. However, he will be added to the February 27 Council Meeting agenda to make brief remarks to the City Council.

Recirculating Car Wash Pilot Program: Mayor Jordan introduced Dr. Peter Ian May, who gave the City Council a presentation on the Recirculating Car Wash Pilot program, a proposed pilot program on the recirculating wetland, self-service, solar-powered car wash station.

Dr. May mentioned that the pilot program is funded through a State of Maryland Industrial Partnership (MIPS) grant awarded to UMD ENST and Stanley Auto Spa to further test the recirculating wash station,

with the City of Greenbelt acting as a host site for the pilot. He also showed proposed site locations, one near the Greenbelt Aquatic and Fitness Center. This trial period is to begin this year in March through July 2023. Mayor Jordan asked Mr. George to follow up with Restoration Church to see if there will be an impact with the City using two parking spaces for this program.

Random Unselfish Acts of Kindness Proclamation: Mayor Jordan proclaimed Friday, February 17, 2023, as a day of Random Unselfish Acts of Kindness to be celebrated by the City. Robert Goldberg-Strasser of Random Unselfish Acts of Kindness (RUAK) accepted the proclamation and gave an overview of this year's plan.

Compost and Food Waste Grant Presentation: Mayor Jordan introduced Dr. Luisa Robles, who presented the Compost and Food Waste Grant to the City Council. She announced that the City was awarded the USDA Composting grant for \$266,754 for a two-year pilot program. The program will be residential food scrap diversion, compost generation, and all benefits incurred. Dr. Robles explained that with the help of various partnerships, Greenbelt has been promoting backyard composting, community composting, and vermicomposting. She noted the Trinity Assembly of God would be a composting site and that the Greenbelt Department of Public Works would provide the "browns" from the dirty mulch pile at Northway at a rate of one truck per week. Dr. Robles indicated that the benefits for the City would be a saving in tipping fees at the landfill, \$12,670 (\$70/ton), and the use of 540 tons of (browns) dirty mulch. The City Council congratulated staff, the Green Team, and others for their participation in the success of the grant award.

MINUTES OF COUNCIL MEETINGS: None

ADMINISTRATIVE REPORTS:

Mr. George gave the City Council a status update on the proposed FY2024 Budget, Compensation Study, and the recent new hire of additional police officers. He noted that the financial management system is up and running, and staff will soon be trained. Mr. Roberts expressed concern about the advertisement of agenda item #11, City Manager Residency Charter Amendment. Mayor Pro Tem Weaver shared her screen, showing that it was properly advertised in the weekly Greenbelt News Review.

LEGISLATION:

City Manager Residency Charter Amendment: Mayor Jordan read the agenda comments. Ms. Weaver introduced for first reading. The City Council scheduled a public hearing on Thursday, March 9, at 7:30 pm under the Meetings section of the agenda.

Mr. Byrd was no longer online at 9:24 pm.

OTHER BUSINESS:

Sponsorship Request Policy: Mayor Jordan read the agenda comments. Ms. Davis moved that the City Council sponsor the AARP Suitland Maryland Chapter 939 50th Anniversary Event held at Martins Crosswinds in April regarding the Greenbelt Middle School Student Government

Association. Mayor Jordan seconded. The motion failed 1-3 to send a financial contribution. (Mayor Jordan, Mayor Pro Tem Weaver, and Mr. Roberts). Mayor Jordan will send a congratulatory letter.

Ms. Davis moved that the City Council sponsor the Maryland Association of Student Councils (MASC) Convention in Ocean City, MD, this spring for the Student Government Association President at Greenbelt Middle School. Mayor Jordan seconded. The Council agreed to donate \$100 with a congratulatory letter from the Mayor. Mayor Pro Tem Weaver stated that she would personally donate. The motion passed 3-1. (Mayor Pro Tem Weaver)

State and County Legislation: Mayor Jordan read the agenda comments.

HB7 - Electric Vehicle Recharging Equipment Rebate Program – Renewal: Mayor Jordan read the agenda comments. Ms. Davis moved that the City Council support House Bill 7. Ms. Weaver seconded it. The motion passed 4-0.

SB222/HB284 – Environment - Reducing Packaging Materials - Producer Responsibility: Mayor Jordan read the agenda comments. Ms. Davis moved that the City Council support with an amendment that municipalities are included in Senate Bill 222/House Bill 284. Ms. Weaver seconded it. The motion passed 3-1. (Mr. Roberts)

HB289/SB282 – Maryland Forestry Education Fund – Establishment: Mayor Jordan read the agenda comments. Ms. Davis moved that the City Council support House Bill 289/Senate Bill 282. Ms. Weaver seconded it. The motion passed 3-1. (Mr. Roberts)

SB229 – Vehicle Laws - Noise Abatement Monitoring Systems - Authorization, Use, and Penalties: Mayor Jordan read the agenda comments. Ms. Davis moved that the City Council take no position on Senate Bill 229. Ms. Weaver seconded it. The motion passed 4-0.

HB353 – Traffic Control Device Monitoring Systems – Authorization: Mayor Jordan read the agenda comments. Ms. Davis moved that the City Council support House Bill 353. Mayor Jordan seconded it. The motion passed 3-1. (Mr. Roberts)

HB503 – Natural Resources – Greenspace Equity Program – Establishment: Mayor Jordan read the agenda comments. Mr. Roberts moved that the City Council support House Bill 503. Ms. Davis seconded it. The motion passed 4-0.

HB91 – Environment – Recycling – Hotels: Mayor Jordan read the agenda comments. Ms. Davis moved that the City Council support House Bill 91. Ms. Weaver seconded it. The motion passed 4-0.

SB117 - State Highway Administration - Litter Collection and Mowing: Mayor Jordan read the agenda comments. Ms. Davis moved that the City Council support Senate Bill 117. Ms. Weaver seconded it. The motion passed 4-0.

Business Improvement Recovery Fund Round III Grant Program: Mayor Jordan read the agenda comments. Kevin Simpson, Economic Development Manager, presented the Greenbelt Business

Improvement Recovery Fund (BIRF) Round III Grant Program to the City Council for \$700K. He announced some of the modifications for this round of funding, including applicants needing to acquire a Unique Entity ID (UEI) from sam.gov and a \$500 stipend for grant reviewers. He stated that the program offers financial assistance to small businesses, cooperatives, contractors, or self-employed individuals in the City impacted by the COVID-19 pandemic. Mr. Simpson pointed out that this grant program is designed for capacity building and operational improvements to support economic recovery, resiliency, and sustainability.

Ms. Davis moved that the City Council approves the Business Improvement Recovery Fund (BIRF) Round III Grant Program. Mayor Jordan seconded. The motion passed 4-0.

COUNCIL ACTIVITIES:

MML Legislative Committee meetings – Ms. Davis
COG Chesapeake Bay Policy Committee Legislative Committee meetings – Ms. Davis
PGCMA Legislative Committee meetings – Ms. Davis
Four Cities Coalition meeting, College Park – Mayor Jordan, Ms. Weaver, Ms. Davis, and Mr. Gordon
MML Transportation Alternatives Subcommittee meeting – Ms. Davis
Prince George's State's Attorney's Office Municipal Retreat – Mayor Jordan and Ms. Weaver
Anniversary Celebration for the Ba'hai Chair for World Peace at the University of Maryland – Mayor Jordan and Ms. Weaver
Maryland Legislative Agenda for Women 2023 Legislative Briefing – Ms. Davis
Greenbelt Business Conference – Mayor Jordan and Ms. Weaver
Follow-up meeting from PGSAO Municipal Retreat – Ms. Weaver
Greenbelt Park Photographers Exhibit Opening Reception, Patuxent Wildlife Research Refuge – Ms. Weaver
Valentine Open House, Greenbelt Museum – Ms. Weaver and Ms. Davis
Artful Afternoon – Ms. Weaver
Black History Month Art Exhibit Opening Reception – Mayor Jordan, Mr. Gordon, and Ms. Weaver
Swearing in of three Police Officers, Greenbelt Police Station – Mayor Jordan and Ms. Davis
County Councilperson Ingrid Watson Meet and Greet, Community Center – Mayor Jordan, Ms. Weaver, Ms. Davis, and Mr. Gordon
Greenbriar Community Luncheon – Mayor Jordan and Ms. Davis
"The Bell Affair," Old Greenbelt Theater – Ms. Davis
Reparations Commission Meet and Greet – Mayor Jordan, Ms. Weaver, Ms. Davis, Ms. Pope, Mr. Gordon and Mr. Byrd
295 Coalition meeting – Ms. Davis

APPOINTMENT TO ADVISORY BOARDS: Ms. Davis moved that the City Council appoint Korrie Johnson, Robert Snyder, and Jennifer Pompei to the Advisory Committee on Education, John Ottina and Steven Mirsky to the Public Safety Advisory Committee, and Patricia (Tissa) Rogers to the Senior Citizens Advisory Committee. Ms. Weaver seconded. The motion passed 4-0.

MEETINGS: Ms. Davis moved that the City Council approve the changes to the 2023 Meeting Schedule and meetings calendar, with the addition of a Public Hearing to be held on Thursday, March 9, at 7:30 pm.

2023 Meeting Schedule: At the work session on February 8, Council reviewed the 2023 meeting schedule. The following suggested changes to Council's 2023 meeting scheduled are:

- No Work Session on Monday, March 06 (Purim)
- Reschedule Monday, April 10 Regular Meeting to Tuesday, April 11 (Easter Monday)
- No Work Session on Monday, May 29 (Memorial Day)
- Reschedule Monday, June 12 Regular Meeting and Monday, June 26 Regular Meeting to Monday, June 05 and Monday, June 19 (To adopt a budget before June 10 and to avoid the MML Annual Conference in Ocean City - June 25-28)
- No Work Session on Monday and Wednesday, June 26 and 28 (MML Annual Conference in Ocean City - June 25-28)
- No Work Session on Wednesday, November 15 (NLC City Summit in Atlanta, GA - November 15-18)

Mayor Jordan seconded. The motion passed 3-1. (Mr. Roberts)

ADJOURNMENT: A motion to adjourn the Meeting was made by Ms. Davis and seconded by Ms. Weaver. The motion carried 4-0. The Mayor adjourned the Regular Meeting on February 13, 2023, at 11:12 pm.

Respectfully submitted,

Bonita Anderson
City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the Regular Meeting of the City Council of Greenbelt, Maryland, held February 13, 2023.

Emmett V. Jordan
Mayor

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, February 15, 2023, to receive the City Manager's Quarterly Update.

Mayor Jordan started the meeting at 7:31 pm. The meeting was held in the Council Chambers of the Municipal Building, 25 Crescent Road, and virtually via Zoom.

PRESENT WERE: Councilmembers Colin A. Byrd (virtually at 7:32 pm), Judith F. Davis, Ric Gordon, Silke I. Pope, Rodney M. Roberts (7:31 pm), Kristen L. K. Weaver, and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Tim George, Interim City Manager; Debi Sandlin, Interim Assistant City Manager; Jason DeLoach, City Solicitor; Bertha Gaymon, City Treasurer; Dr. Liz Park, Director of CARES; Dawane Martinez, Director of Human Resources; Greg Varda, Director of Recreations; Chief Rick Bowers, Greenbelt Police Department; Dale Worley, Director of Information Technology; Chondria Andrews, Public Information & Communications Coordinator; Kevin Simpson, Economic Development Manager; Cary Eure, Grants Coordinator; Willis Shafer, Director of Public Works and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Bill Orleans and others.

Mr. George provided a PowerPoint Presentation summarizing the last quarter and highlighting each department's accomplishments.

Public Works

Mr. George noted that the Public Works Department is still cleaning debris from the massive July storm and has cleared the mulched debris from Northway. In addition, the Public Works Department has numerous American Rescue Plan Act (ARPA) Fund projects they are pursuing and implementing.

Based on a question asked by Ms. Davis, Mr. Shafer answered that WSSC is responsible for fixing and replacing fire hydrants. Therefore, residents should call WSSC directly or Public Works. Ms. Davis stated that there is an inoperable fire hydrant at 2 Court Gardenway. She also reported a water main break on Crescent Road and Parkway. Ms. Davis requested that Council receive a copy of the Tree Plan for Greenbelt East.

Mayor Jordan stated trees are causing lights on Mandan Road and Mandan Terrace to be partially obstructed. He added that during the Franklin Park work session, there was a discussion regarding lighting issues on both Edmonston Road and Cherrywood Lane. He inquired about the plan for the City to switch the street lights to LED lighting. Mr. George said staff would be receiving an update from Dr. Robles after she attends the upcoming Pepco meeting on LED lights. She will provide an update to Council at the next meeting. He stated that staff could contact Franklin Park and ask management to increase their lighting. Mr. Gordon added that the Community Office in Franklin Park has an inventory of lights that don't work, and staff can contact Ms. Knight for the list.

Ms. Pope thanked the Public Works staff for fixing items she reported at the Lake.

Human Resources

Mr. George noted that the Job Classification and Compensation Study had been completed, and added, forty-three new employees have been onboarded since the last quarter.

Based on a question by Mayor Jordan, Mr. George answered that the City presently does not have an onboard plan to discuss the Greenbelt Culture. However, new employees learn of the Greenbelt Culture by working in the City, attending events, and on orientation day, the employee receives a copy of the Community Pledge.

Finance

Mr. George explained that the Finance Department is in the process of preparing the FY24 Budget, implementing the new financial system and submitting the Quarterly ARPA Report to the US Treasury Department. Mr. George added Ms. Gaymon received notification that the City of Greenbelt received the Government Finance Officers Association (GFOA) Distinguished Budget Award.

There was a discussion regarding converting the City's Levy Book into a searchable database. Ms. Gaymon explained that the City receives the Levy Book in a PDF form from the County every year, which lists over a thousand properties. They are not able to manipulate and extrapolate data from the PDF form. She said she would rather have the Levy Book in a searchable database or a spreadsheet format. Ms. Davis suggested bringing this information to County Councilmember Watson. Mayor Jordan said he would bring this question forward at the next Prince George's County Municipal Association Meeting.

Economic Development

Mr. George stated that the "Business Coffee" was relaunched as the "Greenbelt Business Conference" for networking and sharing technical expertise. He added that the Business Retention Program was relaunched, and that Mr. Simpson met with 35 businesses in the last quarter. The purposes of the business meetings are to assess business needs, build networks, and share resources. Additionally, the Business Database has been updated and is accurate.

Public Information Office

Mr. George pointed out that the website has been refreshed. However, there are constraints with the programming capabilities. Staff is updating the ARPA spreadsheet, located on the ARPA page of the City's website. The City's social media platform usage has improved over the last year. Mr. George advised that all the information is still printed in the Greenbelt News Review weekly.

Based on a question asked by Mr. Gordon, Ms. Andrews answered that the City's Facebook and Instagram pages receive the most views.

There was a brief discussion on why the City isn't featured in the regional news. Ms. Andrews stated that one of the PIO Department's goals is to formulate relationships with the local media.

Mayor Jordan noted that he had conversations with Mr. George regarding unified branding for the City. Mr. George stated that the PIO Department redeveloped the Brand Guide for the City, including the correct font, logo, and colors. Mayor Jordan indicated that the City needed to move to a new web

portal since the current website is old and constrained. Mr. George explained that the staff is looking into a new website and will come to Council at the end of FY23. If not, the request will be added to the FY24 Budget.

Planning & Community Development

Mr. George stated that staff is working hard to fill the two vacancies in the Planning & Community Development Department. He remarked that the 193 Corridor Study was completed, publicized, and has been submitted to the State Highway Administration (SHA) for their review. Finally, he advised that the Community Inspectors have inspected 1,078 interior units in the following apartment complexes: Lawrence Apartments, Charlestown North Apartments, Lakeside North Apartments, and Franklin Park.

Ms. Davis inquired if the Site Plan at 7010 Greenbelt Road was the same Site Plan that Council had already viewed. Ms. Hruby replied that it is the same Site Plan with some modifications based on comments they had received from the City.

There was a discussion regarding Short Term Rentals. Ms. Hruby advised that the City is on a monthly schedule with the County to receive a report. She explained that staff would be researching how other jurisdictions are handling Short-Term Rentals, and added it would be best if the City developed a Short-Term Rental Program.

Information Technology

Mr. George stated that security cameras have been installed and are operational at the Municipal Building and Springhill Lake Recreation Center. In addition, the Maryland Historical Trust (MHT) has approved installing the video doorbell system for the Community Center. He stated the lights will be updated for the east and west doors.

Based on a question asked by Mayor Jordan, Mr. Worley answered that all the security cameras are functional and IT is looking into updating several cameras, including at the Police Department, Public Works, Community Center, and the three entrances in the Springhill Lake area.

There was a discussion regarding installing security cameras at Schrom Hills Park. Mayor Jordan suggested that staff converse with the Government Relations personnel at Pepco. Ms. Pope requested that the team investigate who is responsible for damaging the wires at the Hanover Parkway circle at Schrom Hills Park. Mr. George stated that he would follow up with Government Relations at Pepco.

Police Department

Mr. George stated that the Police Department has 53 sworn staff, and all civilian positions have been filled due to the Recruiting Bonus Program developed by Chief Bowers and approved by Council. In addition, the new electric bikes are in service, and new police vehicles have been ordered.

There was a discussion regarding the Crime Reduction Detail in Franklin Park. Chief Bowers explained that Franklin Park and Beltway Plaza were overstaffed during the holiday months and, as a result, fewer violent crimes were reported.

Chief Bowers stated that the Police Department made several arrests last weekend regarding stolen vehicles. He advised that the Police have been placing pamphlets on Hyundai or Kia vehicles to remind residents to lock their cars and remove any valuables from their vehicles.

There was a discussion regarding Police Reform. Chief Bowers explained that all policy drafts are complete. He noted that all the changes would be forwarded to Council after the promotional process is finished.

Based on a question asked by Ms. Davis, Chief Bowers replied that the staff would like to keep the referral bonus in place as it has had a significant impact on the number of new hires and will help in continuing to recruit new staff when the Signing Bonus Program ends. Ms. Davis suggested that having the Referral Bonus Program in other departments could be helpful. She also indicated that Animal Control used to write an article and include pictures of its animals in the News Review.

Recreation

Mr. George stated that the Recreation Department programs returned to in-person, and attendance is back to pre-pandemic levels. In addition, the Recreation Department is working with Public Works staff on facility improvements. Mr. George and Mr. Varda explained the new Pre-K Bilingual Program at the Springhill Lake Recreation Center. Mr. Varda noted that the program is held on Friday mornings in the gym. Staff has partnered with Mr. Robert Goldberg-Strassler and the Library to reach the Hispanic Community by reading books in Spanish.

Mayor Jordan inquired when the tennis courts will be resurfaced and expressed concerns the bottom tennis courts have deteriorated to the point of being dangerous. Mr. Varda explained that the tennis courts would be resurfaced in either April or May.

Ms. Weaver inquired if the staff was thinking of lighting the volleyball courts. Mr. Varda stated staff would look into lighting the volleyball pits.

There was a discussion regarding maintaining the fields. Mr. George advised Council the ballfields are a priority ARPA project. Based on a question asked by Ms. Davis, Mr. Varda answered that he has advised all the stakeholders that the fields may need to be temporarily shut down while they are being regraded. Mr. George added that there is a possibility of restricting the areas to permitting only.

CARES

Mr. George stated that the CARES Department has dispersed \$131,000 to local food pantries and at City food distribution events. In addition, the GAIL Program has distributed 200 Holiday Food Boxes and Thanksgiving Food Gift Cards to 24 families.

Based on a question asked by Mayor Jordan, Dr. Park answered that CARES did not receive state funding from the Governor's Office of Children for Fiscal Year 2023 but has received funding from the County for the Youth Service Bureau.

Museum

Mr. George stated that the Museum has reopened its doors to the public and has been offering tours. He noted that Ms. Eure had assistance completing a Bond Bill for the renovations of 10-A and Electric

Vehicle Charging Stations. Mr. George pointed out that Ms. Searing-Young has taken on the role of staff liaison to the Reparations Commission.

City Administration

Mr. George noted that the City Administration staff worked with Mr. Martinez to complete the Compensation Study and hiring of the Diversity, Equity & Inclusion Officer. He stated that Ms. Smith would conduct DEI Training for the senior team.

Grants

Mr. George advised that Ms. Eure has entered 284 grants into the customized grant database she created to help find Grants to match the City of Greenbelt’s needs. In addition, he noted Ms. Eure has met with all the directors and has researched grant opportunities for all the departments.

ARPA

Mr. George stated that \$10.4M of the ARPA Funding has been either expended or has been used to launch several grant programs including the First-time Home Buyer Assistance program, Education Scholarship Assistance, and Healthcare vouchers. Additionally, Mr. George advised that staff is actively working to use the remaining \$10.2M in ARPA funds to secure contracts and develop RFP’s for ARPA projects approved by the Council.

Mayor Jordan suggested that the City partner with the Trinity Assembly of God food pantry.

Personnel

Mr. George explained there are several open positions within the City, including the Assistant Director of Community Development and Planner 1. He noted at this time, there are no current pending retirements.

Mr. George explained some challenges, including providing adequate staff space, filling vacancies, anticipated/potential retirements, and acquiring the Armory site.

Information Items:

Mayor Jordan said he would testify on Delegate Williams’s bill on the 23rd. He noted that he had received an email from the White House advising President Biden was at the International Brotherhood of Electrical Works (IBEW) Local Union 26, and Governor Westmore was also in attendance.

Ms. Davis provided an update on SB114, Constant Yield Tax Rate notification, and that the Prince George's County Executive was unable to meet with the Prince George's County Municipal Association (PGCMA) on Monday, March 6, but would possibly meet with PGCMA on either Wednesday, March 1st or 8th.

Mayor Jordan moved that Council move into a Special Meeting. Ms. Davis seconded the motion.

ROLL CALL:	Mr. Byrd	-	Yes
	Ms. Davis	-	Yes

Mr. Gordon	-	Yes
Ms. Pope	-	Yes
Mr. Roberts	-	Yes
Ms. Weaver	-	Yes
Mayor Jordan	-	Yes

Mayor Pro Tem Weaver 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, 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. Byrd	-	Yes
	Ms. Davis	-	Yes
	Mr. Gordon	-	Yes
	Ms. Pope	-	Yes
	Mr. Roberts	-	No
	Ms. Weaver	-	Yes
	Mayor Jordan	-	Yes

The motion passed 6-1 (Mr. Roberts).

The meeting ended at 9:49 pm.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, March 20, 2023, to meet with the Economic Development Manager.

Mayor Jordan started the meeting at 7:32 p.m. The meeting was held in the Council Chambers of the Municipal Building, 25 Crescent Road and virtually via Zoom.

PRESENT WERE: Councilmembers Judith F. Davis (virtually), Ric Gordon, Silke I. Pope, Rodney M. Roberts (7:31 pm), Kristen L. K. Weaver, and Mayor Emmett V. Jordan. Councilmember Colin A. Byrd was absent.

STAFF PRESENT WERE: Tim George, Interim City Manager; Debi Sandlin, Interim Assistant City Manager; Kevin Simpson, Economic Development Manager; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Bill Orleans, and others.

Mr. Simpson provided Council with a PowerPoint presentation on the future of Economic Development in the City of Greenbelt. The presentation highlighted the Office of Economic Development's mission, values, and vision. Mr. Roberts suggested adding affordability to the department's values. Mayor Jordan stated that the emphasis on business retention is significant.

Mr. Simpson reviewed the unemployment rate for the City and emphasized that Greenbelt's unemployment rate is under the National average compared to both the State of Maryland and Prince George's County. He pointed out that the leading industry in Greenbelt is professional, scientific, tech service, and health and social assistance.

Mr. Simpson shared the Office of Economic Development's immediate priority is to support local business through the development and implementation of programs through the American Rescue Plan Act (ARPA) Fund. Programs will include entrepreneurial support, marketing campaign, and small business assistance. He also mentioned he will be bringing the Business Capital Infrastructure Grant program before the Council for their consideration and input.

Mayor Jordan advised that the City had received assistance from a contractor eight years ago regarding economic development. He explained that the contractor recommended providing resources for façade improvements to help office buildings, particularly the medical offices, to help attract small group practices.

Based on a question asked by Mayor Jordan, Mr. Simpson replied that the National League of Cities (NLC) has a \$15,000 City Inclusive Entrepreneurial Program grant to assist in developing an eco-data system to track entrepreneurship. He stated the grant funds will be used to create a comprehensive business directory.

Mr. Simpson informed Council that there is a 3% uptick in office vacancies and a 5% uptick in retail vacancy space compared to last year.

There was additional discussion regarding the Business Infrastructure Fund Grant Program. Mr. Roberts expressed concerns about using ARPA funds to assist businesses with infrastructure repairs.

Mr. Simpson stated that business retention and expansion (BRE) is essential to economic development. He provided an overview of programs under development, including assessments, promotions, and support. He advised that the BRE program is to connect one-on-one with businesses and to assess their needs. He added the Business Brief bulletin has been revamped to be distributed to the business community every two weeks. Mr. Simpson said he is working with the Greenbelt Businesses Alliance and two non-profits to build the business directory. The Business Spotlight has also been revamped, and Mr. Simpson is researching rebuilding the Revolving Loan Fund to provide additional support to businesses. He informed the Council that the Business Conferences will be hosted at various locations with space large enough to accommodate the increase in attendance. He added the offsite conferences will also provide an opportunity to showcase City businesses.

Mayor Jordan expressed his concerns regarding the hotels struggling during the pandemic and the large contractors with the building owners at the Maryland Trade Center.

There was a discussion regarding the Department of Permitting, Inspections, and Enforcement. Mr. Simpson explained that staff members at the Department of Permitting, Inspections, and Enforcement are providing support to businesses needing help.

Ms. Weaver inquired if the CoStar system provides additional information, including the small businesses' demographics. Mr. Simpson explained the CoStar reports can be sorted to collect this data point by sorting the number of employees for each business.

Based on a question asked by Mr. Gordon, Mr. Simpson replied that a good portion of this year's agenda would be dedicated to developing and implementing the ARPA programs. He explained that implementing the other programs will take a few years. He is currently in the assessment phase of gathering information.

Based on a question asked by Mayor Jordan, Mr. Simpson replied that it takes constant communication with the business owners to follow up to determine if there were any issues with the business and if there is anything the City can do to assist and connect the companies with the various resources. Mr. George added that the key step is to building relationships with commercial development and brokers.

There was a discussion regarding commercial business rent increase.

Ms. Weaver stated that some municipalities used their APRA funding by converting empty retail and hotel spaces into affordable housing. Mayor Jordan noted that Prince George's County is unique in that the City doesn't have planning and zoning authority. Ms. Pope added that it sounds like a good idea, but she doesn't think that a building owner would like it to be converted into an apartment complex.

Mr. Simpson explained that implementing business retention and expansion would require a team comprised of businesses, community leaders, as well as City staff that provides services and support to local businesses.

Ms. Davis inquired why the technical assistance and one-on-one sessions were down. Mr. Simpson explained both were down due to staff transition.

There was a discussion regarding an Economic Development Advisory Board.

Based on a question asked by Mayor Jordan, Mr. George replied Council is a lot more supportive in terms of funding, including funding an annual allocation to help build a Revolving Loan Fund to support the business community.

Bill Orleans, a Greenbelt resident, noted that most of the commercial properties are owned by out-of-town entities. Mr. Orleans commented that the City shouldn't assist businesses with façade repairs.

Information Items:

Council discussed the Prince George's County Council upcoming hearing on the proposed Bag Ban Ordinance scheduled for Thursday and how it is similar to the City's proposed "Bring Your Own Bag" Ordinance. Mayor Jordan directed staff to draft a letter to the Prince George's County Council explaining that the City is considering passing similar legislation. Ms. Davis advised that the PGCMA Legislative Committee sent a letter to the Prince George's County Council in support of their proposed legislation.

Ms. Davis provided Council with an update on legislation from the PGCMA Legislative Committee. She suggested that Council direct Ms. Belton to resend the opposition letter for SB 11 – Establishment of School Zones to the Prince George's County Council.

Mayor Jordan said he would be virtually attending the Wednesday, March 22nd meeting. Ms. Pope said she would be out of town from Thursday, March 30th, through Saturday, April 8th. Ms. Davis stated that until further notice, she would be attending all the meetings virtually.

Ms. Davis explained that the next Cookies at the Bridge would be this Friday, and she could not attend. Mr. Gordon and Ms. Pope stated they both would be there.

There was a discussion regarding the upcoming Charter Amendment Public Hearings. Mayor Jordan requested that the Charter changes be placed on the screens and include a sign-up sheet for all participants. Ms. Davis asked that the April 1st hearing be hybrid to allow virtual participation.

Mayor Jordan requested that Council review the information that the City Manager Search Committee provided. The deadline is Wednesday, March 22nd.

The meeting ended at 9:30 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held April 11, 2023.

Mayor Jordan called the meeting to order at 7:30p.m.

ROLL CALL was answered by Councilmembers Colin A. Byrd (virtual), Judith F. Davis (virtual), Brandon R. Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

ALSO PRESENT were Tim George, Interim City Manager; Debi Sandlin, Interim Assistant City Manager; Bertha Gaymon, City Treasurer; Chief Rick Bowers, Captain Tim White, Alicia Williams, Jessica Houle, Sarah Gignac, Samantha Keifline, Madison Mitchel, Greenbelt Police Department; Kevin Simpson, Economic Development Manager; Kevin Carpenter-Driscoll, Environmental Coordinator; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

Mayor Jordan asked for a moment of silence in honor of residents Jackie McFarland and Gene Whaples. Ms. Weaver then led the pledge of allegiance to the flag.

PETITIONS AND REQUESTS:

Bill Orleans, a Greenbelt resident, stated that he had received correspondence from the Interim City Manager Mr. George concerning his petition for a copy of a survey on homeless people presented by Ms. Knight, property manager of Franklin Park Apartments, and for his request that the Council provide an apology for an action taken during a Closed Session. He explained that the correspondence and answer were unsatisfactory and requested that the City Solicitor be at the next Council meeting to answer the petitions. Mr. Orleans also requested an explanation regarding removing items from the Tugwell Room.

CONSENT AGENDA: It was moved by Ms. Pope and seconded by Mr. Gordon that the consent agenda be approved with an amendment. The motion passed 7-0.

Council thereby took the following actions:

MINUTES OF COUNCIL MEETINGS

Regular Meeting – May 13, 2019

Work Session – August 1, 2022

Work Session – August 3, 2022

Work Session – August 22, 2022

Approved as presented.

COMMITTEE REPORTS: None

MEETINGS: Council approved the meeting list.

STAKEHOLDERS: Council approved the Stakeholder list.

APPOINTMENT TO ADVISORY BOARD: Council appointed Thomas Doggett to the

Forest Preserve Advisory Board (FPAB).

RESIGNATION FROM ADVISORY GROUP: Council accepted the resignation of Kevin Murphy from the Employee Relations Board (ERB).

APPROVAL OF AGENDA: It was moved by Ms. Pope and seconded by Ms. Weaver that the agenda be approved as presented. The motion passed 7-0.

PRESENTATIONS:

Telecommunications Week Proclamation: Mayor Jordan designated the week of April 9 through the 15, 2023, as Telecommunications Week. Chief Bowers accepted the proclamation on behalf of the Communications Unit.

Autism Awareness Month Proclamation: Mayor Jordan presented a proclamation recognizing Autism Awareness Month.

Earth Day Proclamation: Mayor Jordan designated April 22, 2023, Earth Day. Kevin Carpenter-Driscoll, Environment Coordinator, accepted the proclamation and gave an overview of this year's Earth Day events.

MINUTES OF COUNCIL MEETINGS: None

ADMINISTRATIVE REPORTS:

Mr. George explained that staff has been working on the American Rescue Plan Act (ARPA) projects. He stated all the ARPA grant programs are posted on the City's website, with information on how to apply for the grant. In addition, he advised Council that the City had received a \$15,000 entrepreneur program grant from the National League of Cities (NLC). Kevin Simpson, Economic Development Manager, is enrolled in the program and will be using the funds to assist with updating the Business Directory.

Mayor Jordan asked for an update on the pool and car wash projects. Mr. George provided an update on the pool project, which included an estimated completion timeframe of May 2023. He commented that staff has started working on the back deck and the interior and exterior walls. He said he would follow up with Mr. Carpenter-Driscoll on when the car wash project will open. However, Mr. George explained that the car wash is being built offsite. The City Solicitor and staff will be reviewing the draft Memorandum of Understanding (MOU). Mayor Jordan stated that Council would be able to view and vote on the MOU at the next Regular Council meeting.

Based on a question asked by Ms. Pope, Mr. George informed Council that the Public Works recommendation was not to reinstall the aerators at Buddy Attick Lake. Ms. Pope asked for their recommendation to be double checked. She also requested the aerators be turned back on.

There was a discussion regarding the formal opening of the Buddy Attick Lake Parking lot. Mr. George said he would follow up with Terri Hruby, Director of Planning and Community Development, on having a formal ribbon-cutting ceremony for the opening of the parking lot. Ms.

Pope inquired about the white pipes sticking out of the parking lot. Mr. George said he would follow up with Ms. Hruby about the white pipes and their purpose.

Mayor Jordan stated that some pickleball players had inquired about the renovations of the tennis courts and requested eight courts be painted for pickleball. Mr. George explained that the upgrades would start somewhere between the end of April and the beginning of May. Mayor Jordan noted that the top four tennis courts are deteriorating. Tennis players are requesting that the courts be painted green and blue.

LEGISLATION:

City Manager Residency Charter Amendment: Mayor Jordan read the agenda comments. Ms. Weaver introduced the resolution for the second reading and adoption. Ms. Pope seconded. There was a discussion. Ms. Weaver moved to amend the resolution by adding gender-neutral language by replacing “he/she” with “the City Manager.” Mr. Gordon seconded.

ROLL CALL:	Mr. Byrd	-Yes
	Ms. Davis	-Yes
	Mr. Gordon	-Yes
	Ms. Pope	-Yes
	Mr. Roberts	-No
	Ms. Weaver	-Yes
	Mayor Jordan	- Yes

The amendment passed 6-1 (Mr. Roberts).

There was additional discussion on the Charter Amendment.

ROLL CALL:	Mr. Byrd	- No
	Ms. Davis	- No
	Mr. Gordon	- Yes
	Ms. Pope	- Yes
	Mr. Roberts	- No
	Ms. Weaver	- Yes
	Mayor Jordan	- Yes

The motion passed 4-3 (Mr. Byrd, Ms. Davis, and Mr. Roberts)

The resolution was declared adopted (Resolution No. 2105, Book 8)

OTHER BUSINESS:

Business Infrastructure Fund Grant Program (ARPA): Mayor Jordan read the agenda comments. There was a discussion. Ms. Weaver moved the Business Infrastructure Fund Grant Program as presented and Mr. Gordon seconded the motion. The motion passed 7-0.

Workforce Development Scholarship Program (ARPA): Mayor Jordan read the agenda comments. There was a discussion. Ms. Weaver moved to approve the Workforce Development Scholarship Program with the change that applicants have to be 21 years of age or older. Ms. Pope seconded. The motion passed 6-1 (Ms. Davis).

Mayor Jordan moved to special order item #15, Board of Elections Report #2023-02 (Proposed Code Amendments: Early Voting). Mr. Gordon seconded the motion. The motion passed 7-0.

Board of Elections Report #2023-02 (Proposed Code Amendments: Early Voting): Mayor Jordan read the agenda comments. Ms. Davis moved that Council accept the Board of Elections Report #2023-02: Proposed Code Amendments: Early Voting. Mr. Gordon seconded the motion. Ms. Davis moved to amend the hours of Early Voting from 10 am to 2 pm to 10 am to 3 pm. There was a discussion. The motion passed 7-0.

Award of Request for Proposal – Architectural Design Services for the Municipal Building: Mayor Jordan read the agenda comments. There was a discussion. (Mr. Byrd left the meeting at 9:59 pm.) Ms. Pope moved that Council accept the proposal from AVANTurs to provide professional architectural services at a cost not to exceed \$74,200 plus reimbursables. Ms. Weaver seconded the motion. There was additional discussion. The motion passed 5-1 (Mr. Roberts).

State and County Legislation: Ms. Davis provided an update on State and County Legislation, which included SB114 – (Constant Yield Tax Rate Notice Requirements) passed; HB36 – (Actions to Repossess – Proof of Rental Licensure) passed; SB222 – (Environment – Statewide Recycling Needs Assessment and Producer Responsibility for Packaging Materials) passed; HB503 – (Natural Resources – Greenspace Equity Program – Establishment) passed; HB289 – (Maryland Forestry Education Fund – Establishment) passed; SB580 – (Public Safety – Officer and Community Wellness Training Grant Fund) passed; and SB813 – (Comprehensive Flood Management Grant Program – Environmental Justice Funding) passed. She stated that both the Vehicle Noise Abatement Bill and Speed Camera Zone Bill died in committee. Ms. Davis advised that the Cannabis Legislation is complex and part of the Bill passed.

COUNCIL ACTIVITIES:

- MML Legislative Committee meeting – (Ms. Davis)
- PGCMA Legislative Committee meeting – (Ms. Davis)
- EV Infrastructure Deployment, State and Local Officials webinar, Council on Foreign Relations – (Ms. Davis)
- Argent Realty Opening – (Mayor Jordan, Ms. Weaver)
- Greenbelt Egg Hunt – (Mayor Jordan, Ms. Weaver, Mr. Gordon)
- Campfire Talk at Greenbelt National Park – (Ms. Weaver)
- Restoration Center Easter Celebration Service – (Ms. Weaver)
- New Deal Café Member Appreciation Night – (Ms. Weaver)
- Spring ReUp, Beltway Plaza – (Mr. Gordon)
- Eleanor Roosevelt High School Career Day – (Mayor Jordan)
- MWCOG Transportation Planning Board Visualize 2050 MDOT listening session – (Mayor Jordan)

- Greenbelt Elementary School Career Day – (Mayor Jordan)
- Greenbelt Police Promotion Ceremony – (Mayor Jordan, Ms. Weaver, Mr. Gordon)
- Restoration Center Devotion 9.0 Easter event – (Mayor Jordan)

ADJOURNMENT: A motion to adjourn the meeting was made by Ms. Davis and seconded by Ms. Pope. The motion carried 6-0. The Mayor adjourned the regular meeting of April 11, 2023, at 10:22 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the regular meeting of the City Council of Greenbelt, Maryland, held April 11, 2023.

Emmett V. Jordan
Mayor

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, April 12, 2023, with NASA/Goddard Space Flight Center (GSFC) and Greenbelt Volunteer Fire Department (GBVFD).

Mayor Jordan started the meeting at 7:30 pm. The meeting was held in the Council Chambers of the Municipal Building, 25 Crescent Road, and virtually via Zoom.

Present were: Councilmembers Colin A. Byrd (virtual) left at 8:30 pm, Judith F. Davis(virtual), Brandon R. Gordon, Silke I. Pope, Rodney M. Roberts (7:34 pm), Kristen L.V. Weaver, and Mayor Emmett V. Jordan.

Staff present were: Tim George, Acting City Manager; Terri Hruby, Planning and Community Development Director; and Bonita Anderson, City Clerk.

Also present were: Dr. Makenzie Lystrup, Center Director; Raymond Rubilotta, Associate Center Director; Phillina Tookes, Government Community Relations Manager; Michelle Thaller, Astrophysics NASA/Goddard Space Flight Center; Greg Giolitti, GVFD Chief; Lisa Hedgewood, EMT Fire Fighter; Michael Wiseman, Volunteer Services; and Grant Walker, Lieutenant PG County.

Dr. Lystrup provided the City Council with her background experience. She has been in the position as the director for NASA Goodard for five days and looks forward to a working relationship with the City. Dr. Lystrup is from Portland, Oregon, with a Ph.D. in astrophysics. She is still developing her goals for Goddard.

Dr. Faller noted in the presentation that the James Webb Space Telescope was able to capture an image of a rare super-bright, massive Wolf-Rayet star. She described the image as being 30 times the mass of the sun.

Dr. Lystrup noted in the PowerPoint presentation that NASA's FY 2024 Budget provides \$4.1B to GSFC. This is a 2.3% increase from FY2023 and funds salaries for 3,100 civil servants. GSFC is hiring 200 civil servants, including 55 students, and is recruiting at Maryland universities and colleges. She noted thirty-two percent of the GSFC civil servant workforce have degrees from Maryland universities and colleges.

Mr. Rubilotta gave an update on the Greenbelt Space Flight Center main gate relocation to ICESat Road that will take effect on April 17, 2023. The new main gate on ICESat Road will operate 24 hours a day, seven days a week. Mr. Rubilotta indicated that the existing main entrance on Goddard Road would operate Monday through Friday from 6 to 10:30 am and 3 to 7 pm, with one inbound traffic lane. He stated that the pedestrian access at the Goddard Road Gate will be restored after the demolition of Building Nine and once the automated pedestrian access turnstiles are completed. The expected completion date is late 2024.

Mr. Rubilotta pointed out that the Baltimore Washington Parkway bridge had deficiencies from the last Federal Highways Administration inspection. The bridge had also been damaged by the impact of a truck hitting it in September 2021, resulting in the closure of the bridge for safety reasons. He noted the construction on the bridge is estimated to begin Fall 2023.

Mayor Jordan noted the timeliness of this update and asked about signage to bring awareness to this project. Mr. Rubilotta replied yes, there will be signage to indicate the new changes.

Ms. Weaver expressed concerns that the new traffic pattern would cause the number of vehicles turning into the existing main gate during peak time to create problems with vehicles going to the other entrance. Mr. Rubilotta noted that there would be no impact on vehicular traffic, explaining there should be no issues for employees entering the facility during regular business hours.

Mayor Jordan mentioned implementing a bike lane from Eleanor Roosevelt High School to the GSFC main gate or further out. He noted that the cyclist community is seeking a bicycle connection along Route 193. Mr. Rubilotta stated that GSFC met with the State and remarked they are in favor of implementing a bike path. He also noted they have also been working with the City for almost 15 years to install a protected bike path.

Mayor Jordan inquired about electronic vehicle charging stations. Mr. Rubilotta replied that GSFC received Federal funding to proceed with setting up the infrastructure for electronic vehicle charging stations, allowing employees to have access while onsite. He further explained funding for the vehicle charging stations will occur over an eight to ten-year period.

Ms. Davis expressed interest in two parcels of land labeled in the presentation as GSFC Area 400. Mr. Rubilotta noted there are multiple steps involved in divesting the land before the Center can proceed. He indicated they have embarked with both the Fish and Wildlife and the Federal Reserve at the direction of the Congressional Delegation to turn the land over to them. GSFC will remediate the land before turning the land over to Fish and Wildlife.

Mr. Roberts inquired about Fish and Wildlife's plans for the land. Mr. Rubilotta noted from their conversations that the goal is for GSFC to install a fence between Area 300 and 400 and for the space to revert back to greenspace.

Greenbelt Volunteer Fire Department – 8:30 pm

Mayor Jordan began the discussion with opening remarks about the career and volunteer Fire Department relationship. Chief Gigoltti noted that the relationship with the firefighters is good. However, the relationship with the management side has been challenging.

Mr. Gigoltti provided an update on the equipment, apparatus, station maintenance, and roof. He thanked Prince George's County for the four new air conditioning units. He added they also had mortar work done to the exterior of the building.

Ms. Davis inquired about the County's plans to pull career staffing from the Greenbelt Volunteer Fire Department. Mr. Wiseman noted that the County had yet to make the decision. Mayor Jordan indicated that this may also affect Bladensburg and Laurel. Mr. Roberts inquired about the other stations in the County. Mr. Wiseman explained that the County has three staffing models, 100% Career, 24/7 Career/Staff, and day workstations; this model varies throughout the County.

Mayor Jordan asked if the City could advocate for more resources for the County. Mr. Wiseman replied that there could be an ask for additional staffing. Lt. Walker stated that the County Executive's budget proposed to hire 80 personnel over three classes but is still short by 100. He noted that the station-wide trend seen in the last 20 years of volunteerism is that numbers are declining. He asked that the City ask the County to increase the number to 125 personnel. Lt. Walker noted that the County is far from the National Standard for staffing.

Ms. Pope asked how they would ensure the City is informed of any changes within the fire department. Mr. Wiseman noted that the Fire Chief would have to make that decision. Ms. Davis asked that the City Council add to the next agenda a letter requesting the Fire Chief inform the City of any staffing allocations.

Ms. Hedgewood noted the station needed repairs and upgrades and that the parking lot is a safety hazard. Based on Mayor Jordan's question, Mr. George indicated that the City only knew of the parking lot issue and was not aware of the other issues raised by Ms. Hedgewood. Ms. Davis expressed concerns about the lack of maintenance described by Ms. Hedgewood, stating that the City always funds any requests from the fire department.

Information Items:

Ms. Davis reported on the EV Infrastructure Deployment Webinar \$7.5 billion has been allotted to install EV charging stations nationwide. The goal is to start with the interstates and major highways, every 50 miles, followed by installation of charging stations in community corridors, such as shopping centers and other areas needing EV charging stations. Ms. Davis noted funding for municipalities could be acquired through the Inflation Reduction Act Funding under Climate, Pollution, and Reduction for EV charging stations.

Ms. Pope had a meeting with CVI with Charlestown Village and found out that there was a gas leak in her neighborhood last week. She asked if the City could ask Washington Gas to check the gas lines in the City.

Mayor Jordan noted that there were several concerns about the WSSC billing. There was a discussion about scheduling a work session with Washington Gas and WSSC.

Mr. Gordon reported that the window replacement project has begun in Franklin Park, and a new partnership between Franklin Park and Fetch has been set up to schedule delivery of packages.

The meeting ended at 9:50 pm.

Respectfully submitted,

Bonita Anderson
City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held on Monday, April 17, 2023, to discuss the 7010 Greenbelt Road Detailed Site Plan.

Mayor Jordan started the meeting at 7:30 p.m. The meeting was held in the Council Chambers of the Municipal Building, 25 Crescent Road, and via Zoom.

PRESENT WERE: Councilmembers Colin A. Byrd (virtual), Ric B. Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

Councilmember Judith F. Davis was absent (excused).

STAFF PRESENT WERE: Timothy George, Interim City Manager; Terri Hruby, Director of and Community Development; Jamie Fearer, Assistant Director of Planning and Community Development; Jamarie Spencer, Public Information Producer; and Bonita Anderson, City Clerk

ALSO PRESENT WERE: Thomas Haller, Esq., of Gibbs and Haller; Michael Postal, Manager, and Ian Black, Project Manager, Armory Place, LLC; Silvia Silverman, Civil Engineer, CV Inc.; and Lisa McCulley, Market Manager, NVR Inc; Matthew Inzeo, Advisory Planning Board member; and Bill Orleans.

Mayor Jordan announced the purpose of the work session was to discuss the proposed Detailed Site Plan (DSP) for a senior condominium development with the developers and the owner of 7010 Greenbelt Road. The condominiums are to be built on the former Greenbelt Nursing and Rehabilitation Center site. Ms. Pope noted this project has been in progress for a long time. When the units are finally built, the development will be a showcase development in the City of Greenbelt.

Ms. Hruby discussed the proposed DSP mentioned in her staff memo dated April 12, 2023. The memo stated that the Greenbelt Square project will have four buildings, each with four-stories and one-level condominium units. At the City's request, one of the projected 96 units in the southeast building will be replaced with a community meeting room, resulting in 95 age-restricted units. All units are proposed to be two bedrooms and two bathrooms. Each building will be served by one elevator and two staircases. The proposed green area will include a community garden, pavilion, low impact exercise area, pickleball court, and sitting area, accounting for approximately 60 percent of the site (a slight increase from previous concepts). Access to the site is from an existing road shared with University Square Apartments and the former National Guard Armory site located off Md. 193.

Ms. Hruby and her staff generally support the proposed DSP as it provides a housing option not readily available in Greenbelt and will increase housing opportunities for Greenbelt's aging population. However, the current proposal has its challenges. Staff and APB will be working with Armory Place, LLC, to satisfactorily address any issues and have a report for Council at its regular meeting on May 8.

Mr. Haller began his presentation by addressing the Council's requirements for the development to be age-restricted senior housing, to offer a reasonable value Greenbelt residents can afford, be available only "for sale," have one-level living units and include an elevator. Mr. Haller talked about working with the Maryland State Highway Administration (SHA) regarding a median to improve traffic circulation and is waiting for the SHA determination on the median. He mentioned LED and on-site lighting would be provided for the parking areas, the courtyard, and the buildings. In addition, the DSP calls for Dark Sky Lighting, designed to direct light to the ground, not up into the sky where it can contribute to light pollution. Mr. Gordon inquired if the pathways would also be lit. Ms. Hruby discussed how lighting is

evaluated and all lighting, including the signage lighting will be considered.

Mayor Jordan asked how a resident would walk to Roosevelt Center. Hrubby noted walking would be challenging because of a lack of sidewalk along the Armory frontage on MD 193. Mr. Haller noted residents would be able to connect to the north by using the existing crosswalk/sidewalk system on MD 193 and by crossing over at Southway.

Mr. Roberts asked what the cost for a unit would be. Mr. Postal of Armory Place replied the first building will be priced in the upper \$300,000 range as is consistent with the County and similar developments in Westphalia and Brandywine. The square footage of the units will be between 1600 to 1800 square feet.

Mr. Postal noted the condominium association would allocate one hundred nineteen total surface parking spaces. In addition, he pointed out the Takoma Park project of Armory Place, LLC, issued one space per unit initially, plus some visitor and disability spaces.

Ms. Weaver asked where else had they built this type of project. Ms. McCulley responded NVR recently built a similar project in Midlothian, VA.

Ms. McCulley indicated that the Leadership in Energy and Environmental Design (LEED) is a worldwide green building certification program. She mentioned NVR Inc uses BuildSmart, a version of LEED green home practices designed to be 30 percent more efficient, in new NVR-constructed homes.

Mr. Gordon asked if electric vehicle (EV) charging stations would be available on the property. Mr. Postal had proposed two EV charging stations, and Ms. Hrubby had asked for four EV spaces. Mr. Postal then considered running four conduit lines to hold electrical wiring (one from each building) and letting a third party provide the EV charging stations as a more practical solution to expanding EV charging on-premises.

Mr. Roberts asked how many of the original trees on the property would be left. Mr. Haller responded the original trees on the site were of low quality and had grown up around the foundation of the old nursing home. Haller noted the original trees in the front of the property would be retained and enhanced by landscaping with native vegetation to provide screening for the property.

Several information items were discussed.

The meeting ended at 9:00 p.m.

Respectfully submitted,

Bonita Anderson,
City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, June 7, 2023, to discuss the WMATA Project Update on Metro's Better Bus Network Redesign.

Mayor Jordan started the meeting at 7:30 p.m. The meeting was held in the Council Chamber in the Municipal Building and virtually via Zoom.

PRESENT WERE: Councilmembers Judith F. Davis, Ric Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L. K. Weaver, and Mayor Emmett V. Jordan.

Councilmember Colin A. Byrd was absent.

STAFF PRESENT WERE: Terri Hruby, Director of Planning and Community Development; Jaime Fearer, Assistant Director of Planning; Jamarie Spencer, Public Information Producer; and Bonita Anderson, City Clerk.

ALSO, PRESENT WERE: William Jones, Program Manager, and Ginger Archibald, Bus Operations Specialist, from the Washington Metropolitan Area Transit Authority; Advisory Board Planning members Anna Socrates, and Ben Friedman; Michael J. Thompson, Stephen Hollen; Bill Orleans, and others.

Mayor Jordan began the meeting with introductions of the City Council, and Ms. Hruby introduced the staff in attendance.

Mr. Jones provided a PowerPoint presentation, which included the Metro's Better Bus Network Redesign. The Network Redesign is a project to rethink, redesign, and revitalize bus service. He noted that part of the Better Bus Initiative includes many ongoing and future efforts to improve bus service. Mr. Jones explained the redesign effort is an opportunity to create a more equitable transportation network that serves all communities.

Mr. Jones further stated that the Visionary Network will promote equity, inclusiveness and access to opportunity. The redesign was to better connect people to where they need to go by providing access to opportunity and to promote equity and inclusiveness. He added with the evolving region and the people that live here they wanted to create an easy-to-use network.

Mr. Jones presented that Metro has been working collaboratively with each local provider to design or enhance the effectiveness of local bus service for their customers.

Mr. Jones explained the project has been broken into three phases. Phase 1 involved setting goals and priorities for the new network and combining data with input about where, when, and how people use the bus. Phase 2 involves the development of a Visionary Network that will offer a more expansive network for the region including changes to routes, how often the bus arrives, and times of day and week buses will operate. Phase 3 will include developing two networks for review, one that Metro can use right away and the other a revised Visionary Network for the future.

Mayor Jordan inquired about the public feedback obtained during the pandemic. Mr. Jones commented the network was created using public, stakeholder and bus operator input, data and

ridership analysis.

Mayor Jordan asked if the Purple Line was anticipated in this design. Mr. Jones stated that WMATA looked at services connecting to the Purple Line.

Mr. Roberts asked if the service going to the Beltway Plaza Mall still exists in this redesign. Mr. Jones noted there would be no changes to the bus route serving Beltway Plaza.

Mr. Jones stated that implementing the draft Visionary Network will require a 35% increase in funding for bus service in the region. The network does not specify which operator will operate the service, nor have they specified stops or stopping patterns. Finally, he explained that there will be temporary bus route numbers to accommodate new routes and changes to existing routes.

Ms. Davis inquired about the coordination of the colored lines and if they were WMATA or RTA bus routes. Mr. Jones replied that they had coordinated efforts with the County, RTA-Central Maryland, Shuttle-UM, and MTA Maryland to continue the network design.

Mayor Jordan expressed the need for access to BWI Airport and concerns regarding eliminating the B30 bus. He recommended adding another access point to the airport.

Mr. Jones provided the next steps for the Better Bus and that they will continue to engage customers, future customers, elected officials, and other audiences and will use the comments and information received in Spring 2023 to help with refining the draft Visionary Network.

Mayor Jordan noted there is still time for public comments until June 2023.

Mayor Jordan pointed out that the Southway and Ridge Road transfer points may need to be relocated near Roosevelt Center. Ms. Davis agreed.

Ms. Weaver suggested that WMATA offer some program that allows bike riders who ride the bus to practice mounting their bikes on the bus rack instead of doing it while there is a full bus of riders. She also suggested a later bus service from the Metro to Greenbelt Station.

Ms. Hruby noted that the Advisory Planning Board (APB) will be meeting next week to provide feedback and recommendations. Afterward, the Metro' Better Bus Network Redesign will be placed on the June 20 Council agenda.

The meeting ended at 9:24 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held July 10, 2023.

Mayor Jordan called the Meeting to order at 7: 30 p.m.

ROLL CALL was answered by Councilmembers Colin A. Byrd (virtual), Judith F. Davis, Brandon R. Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

ALSO, PRESENT were Timothy George, Interim City Manager; Debi Sandlin, Interim Assistant City Manager; Greg Varda, Recreation Director; Frank Jones, Recreation Coordinator; Tyra Smith, Diversity, Equity, and Inclusion Officer; and Bonita Anderson, City Clerk.

Mayor Jordan asked for a moment of silence in honor of residents Sandra Dwiggins, Jeanne Rowland, Pat Walsh, John (Jack) Leslie, and former residents Barbara Crammer, Sharon Walton, and Tal Brosh.

Mayor Pro Tem Weaver then led the pledge of allegiance to the flag.

PETITIONS AND REQUESTS:

Lore Rosenthal, a Greenbelt resident, expressed concerns that the Gates of Cipriano has been downgraded to non-resident and residents now have to pay regular rates to use the Greenbelt Aquatic Fitness Center. She added she is looking forward to the new composting project with Compost Crew through the USDA grant.

Donna Peterson, a school bus driver for the Prince George's County School System, expressed concern about the Greenbelt Middle School roadway needing repair and resurfacing. She asked for the City Council to send a letter of support to the PG County School Board System requesting they resurface the road.

Bill Orleans, a Greenbelt resident, requested the City Solicitor attend a Council meeting to address his concerns about an action taken during a closed session. Mr. Orleans stated that the City Solicitor's response to his request was unsatisfactory. He also asked the City Council to ask Franklin Park about the homeless population survey presented to Council during a previous meeting.

CONSENT AGENDA: Ms. Pope moved to approve the consent agenda. Mr. Gordon seconded. The motion passed 7-0.

Council thereby took the following actions:

MINUTES OF COUNCIL MEETINGS:

Work Session, June 16, 2021

Work Session, May 2, 2022

Work Session, May 10, 2022
Work Session, September 19, 2022
Work Session, October 3, 2022
Regular Meeting, May 8, 2023
Special Meeting, May 11, 2023
Special Meeting, May 13, 2023
Regular Meeting, May 22, 2023
Interview, May 24, 2023
Special Meeting, May 25, 2023
Regular Meeting, June 5, 2023
Approved as presented.

COMMITTEE REPORTS:

Forest Preserve Advisory Board Report #2023-04 – (Greenbelt Forest Preserve Greenbriar Maintenance Request): Council accepted this report.

Board of Elections Report #2023-06 – (Mail-In Ballot Applications for Out-of-City Voters): Council accepted this report.

MEETINGS: City Council approved the meeting schedule.

STAKEHOLDERS LIST: City Council approved the stakeholder list.

APPROVAL OF AGENDA: It was moved by Ms. Davis and seconded by Ms. Pope that the agenda be approved. The motion passed 7-0.

PRESENTATIONS:

Parks & Recreation Month Proclamation: Mayor Jordan proclaimed the month of July Parks and Recreation Month and encouraged all residents to participate in recreation programs. Frank Jones, Recreation Coordinator; AJ Sesay, Acting Recreation Coordinator; and Jerold Joyner were present to accept the proclamation and gave an overview of this year's events.

MINUTES OF COUNCIL MEETINGS: None.

ADMINISTRATIVE REPORTS:

Mr. George provided an update on the ARPA spending plan and added staff has been vetting and preparing the grant application packages to submit to the Review Panels for their consideration and recommendations. He noted the interviews for the DEI Audit consultant had been completed. He thanked the Public Information Office for assembling the welcome kits and distributing them to homeowner associations, condominium associations, and others.

LEGISLATION:

A Resolution to Repeal Resolution 2067 and to Establish Admission Fees and Pass Rates for the Greenbelt Aquatic and Fitness Center, Effective September 5, 2023: Mayor Jordan read the agenda comments.

Ms. Davis introduced for first reading.

OTHER BUSINESS:

Selection of Election Vendors for the 2023 City Election: Mayor Jordan read the agenda comments. Ms. Weaver moved that the City Council authorize the Interim City Manager to engage in an agreement with Fort Orange Press for \$6,400; KNOWiNK for \$18,825; and IVS, LLC for \$19,100 totaling \$44,325. Ms. Pope seconded the motion. The motion passed 7-0.

Request for Proposal – Diversity Equity and Inclusion City Audit: Mayor Jordan read the agenda comments. Ms. Smith presented to the City Council a PowerPoint presentation outlining the objectives and benefits of the DEI Audit. She announced the recommendation to select Tribesy Consulting to perform the DEI City Audit. Mr. Gordon moved that the City Council approve Tribesy Consulting to conduct a Diversity, Equity, and Inclusion (DEI) assessment to identify the City's current workforce culture, identify improvement opportunities, and provide recommendations to incorporate as part of a City Strategic DEI Plan. Ms. Pope seconded the motion. The motion passed 7-0.

Greenbelt Middle School Letter of Support: Mayor Jordan read the agenda comments. Mr. Gordon moved that the City Council refer the letter to staff to draft. Ms. Pope seconded the motion. The motion passed 7-0.

COUNCIL ACTIVITIES:

- St. Hugh's Rummage Sale – Ms. Davis
- Maryland Municipal League Summer Conference, Ocean City – Mayor Jordan, Ms. Weaver, Ms. Davis, Ms. Pope, and Mr. Gordon
- Greenbelt Concert Band and Fireworks, Buddy Attick Park – Mayor Jordan, Ms. Weaver, Ms. Davis, and Mr. Gordon
- 295 Coalition meeting – Ms. Davis
- Greenbelt Baseball League Tournament – Ms. Weaver
- MWCOC Transportation Planning Board meeting – Mayor Jordan
- Prince George's County Councilman Hawkins' convening of Prince George's blind and visually impaired community at First Baptist Church of Glenarden – Mayor Jordan
- Meeting with Congressman Glen Ivey staff – Mayor Jordan and Ms. Weaver
- Cameroonian cultural group gathering at Buddy Attick Lake – Mayor Jordan
- Greenbelt Municipal Swim Team meet – Mayor Jordan

ADJOURNMENT: A motion to adjourn the Meeting was made by Ms. Davis and seconded by Ms. Pope. The motion carried 7-0. The Mayor adjourned the Regular Meeting of July 10, 2023, at 8:52 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the Regular Meeting of the City Council of Greenbelt, Maryland, held July 10, 2023.

Emmett V. Jordan
Mayor

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, July 12, 2023, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:15 p.m. and was held in the Municipal Building Library.

Councilmembers Present: Judith F. Davis, Ric Gordon, Silke I. Pope, Kristen L. K. Weaver, and Mayor Emmett V. Jordan.

Councilmembers Absent: Colin A. Byrd, and Rodney M. Roberts.

Staff Present: Shaniya Lashley-Mullen, Deputy City Clerk.

Chalya Lar was interviewed for appointment to the Community Relations Advisory Board.

The meeting was adjourned at 7:27 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Deputy City Clerk*

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section: COMMUNICATIONS - 30 minutes (8:00 - 8:30 pm)

Subject:

* Forest Preserve Advisory Board Report #2023-05 - Proposal to close and reroute trail section along Goddard Branch

Suggested Action:

It is recommended that Council accepts this report.

Attachments:

[FPAB_GoddardBranchReport_2023-05.pdf](#)

REPORT TO COUNCIL

SUBJECT: Proposal to close and reroute trail section along Goddard Branch

DATE: August 6, 2023

The Forest Preserve Advisory Board would like to request that a section of trail in the North Woods be closed due to conditions along the trail that are hazardous to public safety. We would like to close a section of the trail that runs along the west bank of the Goddard Branch. In this area the trail is on a bluff that varies from approximately 6 feet to 10 feet above the stream

BACKGROUND: In November of 2020, a tree fell into Goddard branch, which closed off the east side of the channel and forced water to flow along the left bank. This caused greater erosion on the left bank and a portion of the trail collapsed into the stream. After this occurred, visitors to the Preserve forged a new trail that made a small detour to avoid the missing trail segment.

Since that time, the fallen tree has remained in place and additional woody debris has collected, so that it now forms a partial dam of the stream, forcing more water to the west side of the channel. Erosion has continued and in April 2023, an additional large section of trail collapsed at the downed tree. Furthermore, there are numerous small stretches of trail along the streambank that have been undercut in this general area.



Figure 1. Under cut trail and partial dam along Goddard Branch Trail in the North Woods Tract

RECOMMENDATION: We request that the City Council should authorize and instruct Public Works to take steps to close off the eroding section of the trail. There is an alternate trail which runs to the west of the Goddard Branch trail that would bypass this problematic section. However, this trail is somewhat faint, and some hikers may not know that it exists.

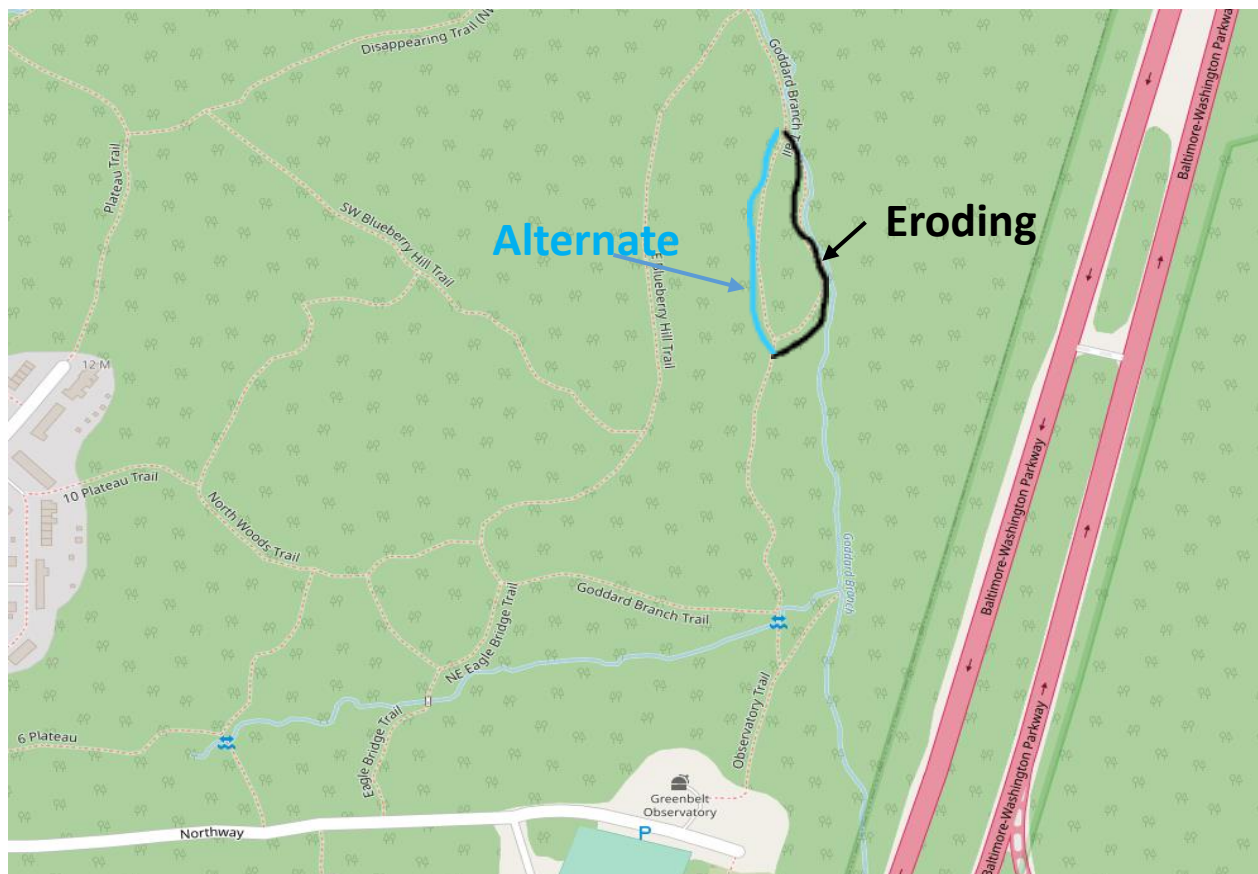


Figure 2. Map of the North Woods Tract indicating the eroding and alternate trail sections.

Kevin Carpenter-Driscoll of public works has indicated that Public Works can place temporary signs, similar to campaign hard signs, to indicate that the trail is closed, and that hikers should take the alternate trail instead. Furthermore, at the locations where the trails split, dead branches can be placed on the close trail to further indicate it should not be used.

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Finance

Item Type: LEGISLATION

Agenda Section: LEGISLATION 30 minutes (8:30 - 9:00 pm)

Subject:

A Resolution to Authorize the Negotiated Purchase of Certain Goods and Services from Various Vendors as Enumerated Herein When Total Fiscal Year Purchases from Each Vendor Exceed Ten Thousand Dollars.

- 2nd Reading, Adoption

Suggested Action:

Reference: Resolution

Negotiated Purchase List - FY24 Sorted by FY2023 High to Low to Council -
Final.bg 7-27-2023

FY2024 Negotiated Purchase List - Sorted Alphabetically to Council - Final.bg - 7-
27-2023

Each year, the City does business with a number of vendors from whom the City's individual purchases are below the bid limit of \$10,000 but total purchases over the fiscal year reach or exceed that amount.

Obtaining bid proposals for these goods and services is not warranted. Some of these vendors are the sole source or best source of purchase. In other instances, the City's purchases are based on bids taken by other government agencies (e.g., the State or County) or through the Council of Governments cooperative purchase program, with the bid price extended to Greenbelt.

Mayor Pro Tem Weaver introduced this resolution for first reading and the last meeting. It is recommended the resolution be introduced for second reading and moved for adoption

tonight.

Attachments:

[Resolution - FY2024 Negotiated Purchase List - Final 7-28-2023.pdf](#)

[Negotiated Purchase List - FY24 Sorted by FY2023 High to Low to Council - Final.bg 7-27-2023.pdf](#)

[FY2024 Negotiated Purchase List - Sorted Alphabetically to Council - Final.bg - 7-27-2023.pdf](#)

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

RESOLUTION NUMBER XXXX

WHEREAS, Section 40, "Purchases, 11 of the Greenbelt City Charter, as amended, authorizes the City Council to waive bidding procedures and to authorize by resolution a negotiated purchase or contract whenever it is in the best interests of the City; and

WHEREAS, the purchases of certain goods and services from certain vendors during Fiscal Year 2024 individually may cost less than \$10,000 but will in the aggregate exceed \$10,000 for the year; and

WHEREAS, payment for the various vendors will be based on the best current negotiated or contract price available; and

WHEREAS, monies for these goods and services have already been approved by the City Council in the Fiscal Year 2024 budget; and

WHEREAS, the City Council has determined it to be in the best interests of the City to purchase the goods and services listed for the enumerated reasons on a negotiated basis. NOW, THEREFORE,

BE IT RESOLVED by the Council of the City of Greenbelt, Maryland, that the City Manager be and hereby is authorized to purchase the following goods and services listed.

- See Attachment -

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of _____, 2023.

Emmett Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

City of Greenbelt, Maryland									
Recommended Vendors for Negotiated Purchase - FY 2024									
Sorted by FY2023 Amount - Highest to Lowest									
Highlighted Areas Indicate New/Renewed in FY22 and/or FY23									
Vendor-Number	Commodity	Requesting Department	FY2023	FY2022	FY2021	FY2020	FY2019	Justification for not Bidding	
1 Maryland State Retirement System 512806, 512807, 527301, & 527302	Retirement and pension plans	All	2,210,364	2,067,125	2,054,492	1,857,509	1,785,878	State Agency	
2 Carefirst Bluecross Blueshield - CAREF010/CAREF005	Employee Health Insurance	All	1,640,776	1,592,115	1,824,714	1,477,025	1,973,703	Competitive Pricing & Value	
3 VMP Construction - 951	Asphalt Work	Public Works	963,789	1,166,618	365,371	572,605	786,548	Selected by competitive process	
4 Key Risk/StarNet Ins (replaced Chesapeake Employers Ins FY19) - 210190	Workers compensation insurance	All	889,647	865,581	665,778	617,530	520,476	Long-term relationship	
5 E & R Services	Buddy Attick Parking Lot Project	Planning	680,239	29,761	-	-	-	Selected by Competitive Process	
6 Mission Square	Deferred compensation program	All	600,483	597,866	626,735	629,160	619,798	Long-term relationship	
7 American Traffic Solutions (ATS) - AMERI100	Redlight citation processing	Police	391,836	258,541	285,368	260,615	217,918	Howard County Contract	
8 Crowley Construction - CROWL005	Roof repairs	Public Works	341,800	17,136	913	163,095	15,717	Local Vendor, Competitive Pricing	
9 James River Solutions - 6703	Unleaded & Diesel Fuel	All	331,285	241,269	156,357	129,302	163,746	COG Bid	
10 Express Scripts	Employee prescription drugs	All	231,971	301,322	287,792	272,906	315,635	Competitive Pricing & Value	
11 Local Government Insurance Trust- 1125 & 528	Liability & property insurance	All	197,206	181,123	167,690	157,033	153,823	Competitive Pricing & Value	
12 Rekor Recognition Systems - 3487(was Brekford International - 4533)	Speed Cameras; Purchase and installation	Police	185,664	147,409	194,440	211,520	239,500	Specialized Service	
13 Manuel Tree Service - 6282	Tree pruning/removal	Public Works	144,600	23,600	32,200	13,500	4,900	Competitive Pricing & Value	
14 Prince George's County- 122 & 693, 694 & 739	Landfill disposal services & I-Net	PW & IT	143,737	107,431	78,909	123,822	134,310	Specialized Service	
15 F & F & A Jacobs & Son	Uniforms	Police	128,077	9,239	11,641	10,168	3,086	Long-term relationship	
16 Delta Dental - DELTA010	Employee Dental Insurance	All	112,901	110,858	115,845	109,026	124,351	Competitive Pricing & Value	
17 Acme Auto Leasing LLC - ACMEA010	Police Undercover Leased Vehicle	Police	99,375	37,500	78,750	61,875	78,993	Competitive Pricing & Value	
18 Baker Tilly US LLP- BAKER005	Compensation Study	HR	95,855					Contract awarded in FY22	
19 AXON Enterprise Inc- AXONE005	Body Cameras	Police	88,653	115,073	0	5,850	64,624	Specialized Service	
20 Visiting Angels-3309	In-Home Aide	CARES	85,618	32,234	57,231	25,752	11,365	Grant-Funded Service	
21 Ramona Bocanegra (dba B Clean) - 3911	Cleaning Services	Recreation	78,870	65,585	86,738	29,840	35,039	Selected by competitive process	
22 Superior - Pentamation (was Sungard) - 1721	Financial system software maint	Finance	64,244	60,155	56,592	12,654	71,663	Sole Provider	
23 D & D Tire - DDTIR005	Auto & Truck Tires	Police	58,948	35,245	24,470	30,770	33,171	State Contract	
24 Major Police Supply - 4188	Emergency equipment & installation on	Police	52,603	24,511	31,666	162,120	141,446	State Contract	
25 Cohn Reznick - COHNR005 (replaced McGladrey 2015)	Auditing services	Fin & Admin	52,500	37,500	37,500	37,500	36,500	Selected by competitive process	
26 Frontline Mobile Tech	Toughbooks	Police	50,559	8,330	35,500	-	-	State Contract	
27 Jill Grant & Associates - 7864	Legal Support:Maglev,Bureau of Engraviir	Admin	50,471	5,956	199,995	New FY21	-	Specialized Service	
28 Charles P. Johnson & Assoc - CHARL065	Construction Inspection/ Management S	Planning	49,700	14,026	57,172	195,868	66,520	Competitive Pricing, long-term r	
29 Parts Authority - 5896	Auto Parts, Supplies & Tools	Public Works	49,409	34,697	37,690	43,316	46,838	Local Vendor, Competitive Pricing	
30 Metropolitan Washington Council of Governments - 601	Association fees	Admin	49,274	39,313	38,665	19,845	19,100	COG Contract	
31 Friends of Old Greenbelt Theatre	Theatre management	Admin	48,880	70,897	48,000	141,427	59,217	Selected by competitive process	
32 Verizon Wireless 1966	Police laptops & Cell Phones	All	48,659	39,996	39,594	39,250	43,152	State Contract	
33 THC Enterprises Inc-6616	Snow Plow Parts & Repairs	Public Works	45,222	12,658	7,053	4,692	7,023	Competitive Pricing & Value	
34 P2 Cleaning Services LLC - 3423	Landscape Maintenance	Public Works	44,829	43,456	60,888	47,094	5,521	Competitive Pricing & Value	
35 Chesapeake Ford Truck - CHESA075	Auto Parts	Public Works	42,272	25,655	14,929	9,223	13,721	Competitive Pricing & Value	
36 Amazon.com - AMAZO010	Misc products	All	40,723	43,691	38,605	32,208	31,312	Competitive Pricing & Value	
37 Alexander & Cleaver PA - ALEXA045	Legal Services	Admin	38,360	89,631	98,642	91,106	164,542	Selected by competitive process	
38 MCCI - 2709	Laserfische Project Mgmt	IT	37,675	4,725	26,500	24,280	36,355	Competitive Pricing & Value	
39 GHA Technologies	Computers & Computer Equip	IT	34,270	44,811	32,621	33,866	17,177	Competitive Pricing & Value	
40 Granicus Inc	Video Streaming/Open Platform	Admin	32,372	36,540	32,205	30,950	25,518	Specialized Service	
41 Municipal Emerg Sv Dep - 145(was Lawmen Supply - 6505)	Simmunition Training, body armor, unifo	Police	32,365	19,267	24,321	26,985	26,255	Specialized Service	
42 Gun Shop, The 899	Firearms training, ammunition	Police	29,830	5,621	2,369	17,976	17,592	State Contract	

City of Greenbelt, Maryland								
Recommended Vendors for Negotiated Purchase - FY 2024								
Sorted by FY2023 Amount - Highest to Lowest								
Highlighted Areas Indicate New/Renewed in FY22 and/or FY23								
Vendor-Number	Commodity	Requesting Department	FY2023	FY2022	FY2021	FY2020	FY2019	Justification for not Bidding
43 Staples Advantage - 4836, 5718 & 5925	Office & Green Cleaning Supplies	All	28,769	28,931	27,234	39,155	24,149	NJPA Contract
44 Bortek Industries - BORTE005	Auto/Sweeper Parts	Public Works	28,629	12,900	15,580	10,331	13,899	Competitive Pricing & Value
45 Republic Services #411 - 7734	Recycling	Public Works	28,609	21,878	16,548	New FY21	-	Selected by competitive process
46 Greenbelt News Review	Legal & help wanted ads	Fin & Admin	28,595	34,613	25,172	21,770	24,181	Local Vendor, Competitive Pricing
47 Johnson Truck Center-6062	Auto Parts	Public Works	28,186	10,216	6,257	1,436	8,123	State Contract
48 Granturk Equipment Company Inc	Auto parts	Public Works	27,369	6,920	17,363	733	177,962	Sole Provider
49 The Hartford - 3694 512805+220216	Employee life insurance	All	27,310	29,236	34,135	37,499	39,296	Competitive Pricing & Value
50 Fulton Bank-523403	Banking services	Fin & Admin	27,231	22,403	21,322	38,334	44,216	Selected by competitive process
51 Grainger	Filters, lights, tools, misc supplies	Public Works	27,128	17,725	12,692	7,925	7,618	Local Vendor, Competitive Pricing
52 Maryland Municipal League-563	Membership	Admin	26,799	26,534	25,286	25,598	27,421	Govt Association
53 Packer Norris Parts - 5770	Vehicle Repair Auto Parts, direct from m	Public Works	26,757	11,372	13,532	14,354	8,315	Competitive Pricing & Value
54 Service Machine Shop Inc	Boiler Room Pump Repair & Equipment	Public Works	26,636	9,497	-	24,737	-	Local vendor
55 Capitol Office Solutions -CAPIT035	Copier Service & supplies	All	26,017	17,693	19,183	16,883	16,515	Competitive Pricing & Value
56 Galls Inc - 329	Uniforms and police equipment	Police	25,748	13,213	10,683	18,229	16,083	Sole Provider
57 Hi-Line	Auto Shop Supplies for PD	Public Works	24,640	11,701	20,433	17,266	11,943	Local Vendor, Competitive Pricing
58 CDW-G Computer Center Inc-CDQGC005	Computers	IT	24,562	25,366	11,416	9,297	27,834	Competitive Pricing & Value
59 Greenbelt Auto & Truck Repair	Auto body repair	Public Works	23,353	19,420	21,210	29,549	17,725	Local Vendor, Competitive Pricing
60 Densel Company - DENSE005	Boiler Replacement/HVAC & Plumbing S	Public Works	23,086	253,548	58,491	510,817	56,361	Selected by competitive process
61 Maryland Environmental Services - 559	Leaf grinding, Recycling	Public Works	22,847	27,029	31,453	23,143	57,200	Local Vendor, Competitive Pricing
62 Motorola Solutions Inc- 6109	Radios & related service	Police	22,264	39,216	23,573	34,111	27,740	State Contract
63 Spay Now - 6734	Veterinarian services	Animal Control	21,917	7,711	6,032	14,302	15,161	Competitive Pricing & Value
64 Shapiro & Duncan Mechanical Contractors -5526	Pool Pac Service, HVAC-CC	Public Works	21,769	37,991	835	0	26,655	Competitive Pricing & Value
65 Climate Engineers - CLIMA005	HVAC service at AFC	Public Works	21,146	16,739	51,189	47,948	74,050	Local Vendor, Competitive Pricing
66 Toro Turf Equipment & Supply	Deep Tine Aerator	Planning/Public Works	20,394	-	-	-	-	Rode County bid to purchase ae
67 GT Mid Atlantic	Automotive Supplies & Repair	Public Works	20,300	6,599	8,779	1,683	-	Local vendor
68 Emerg Serv Consult Intl - 2933(was Fields Consulting Group - 5873)	Promotional Assessment Center	Police	20,000	0	18,000	0	18,000	Competitive Pricing & Value
69 Capital Air Filter Corp - CAPIT015	Air Filters	Public Works	19,348	8,956	7,869	6,283	6,348	Local vendor, competitive pricing
70 Weyers Floor Service 976	Wood floor re-surfacing & refinishing	Recreation	19,271	0	2,800	9,053	12,411	Competitive Pricing & Value
71 Meals on Wheels-4067	Contribution/Food Assistance	CARES	19,095	46,660	57,840	-	6,305	Grant-Funded Service
72 BFPE International - BFPEI005	Fire Alarm	Public Works	18,982	20,836	35,099	18,330	8,302	Local Vendor, Competitive Pricing
73 Ely Inc	Museum services/Storage	Admin	18,720	9,360	17,240	10,670	New FY20	Specialized Service
74 Schindler Elevator - 799	Elevator service and repair	Public Works	18,705	15,422	22,928	9,164	15,975	Competitive Pricing & Value
75 Advanced Collision Center LLC	Auto Body Repair	Public Works	18,452	6,361	5,479	-	-	Local vendor, fast response
76 Nicole Ellis (funded by SASS Grant)	Cleaning Service for GRH	CARES	18,300	5,450	-	-	-	Specific Service
77 Amato Industries - AMATO005	Chlorine & Other Pool Chemicals	Recreation	18,226	8,374	3,678	10,046	9,445	MNCPPC Contract
78 Xerox - 292	Copier Service & supplies	All	17,713	15,461	14,773	20,827	20,028	Competitive Pricing & Value
79 Municap - 3493	TIF Administrator	Fin & Admin	17,369	13,794	11,700	17,463	8,206	Specialized Service
80 Microsoft Corporation - 6170	Email Service	IT	16,587	12,421	12,741	10,894	10,289	Competitive Pricing & Value
81 Suburban Signs Inc - 856	City Vehicle decals & Installation	PD, PW, PCD	16,360	4,074	1,466	10,586	19,872	Competitive Pricing & Value
82 Home Depot	Miscellaneous supplies	Public Works	15,575	17,204	14,976	15,633	18,007	Local Vendor, Competitive Pricing
83 Kohler Equipment - 4683	Tools & Parts	Public Works	15,054	7,457	8,759	9,151	9,878	Local Vendor, Competitive Pricing
84 Budget Painting - BUDGE005	Painting	Public Works	15,000	146,535	19,250	29,700	9,800	Competitive Pricing & Value

City of Greenbelt, Maryland								
Recommended Vendors for Negotiated Purchase - FY 2024								
Sorted by FY2023 Amount - Highest to Lowest								
Highlighted Areas Indicate New/Renewed in FY22 and/or FY23								
Vendor-Number	Commodity	Requesting Department	FY2023	FY2022	FY2021	FY2020	FY2019	Justification for not Bidding
85 Chesapeake Landscape Materials	Northway Compost Grinding	Public Works	15,000	-	-	-	-	Backup vendor for mulch grinding
86 Innovative Pyrotechnic Concepts	Fireworks	Public Works	14,800	14,600	0	14,175	13,825	Specialized Service
87 Trippe Sports & Promotions LLC - 4466	Uniforms	All	14,218	7,576	5,421	39,155	11,885	Competitive Pricing & Value
88 Overhead Door - 681	Bay Door Repairs	Public Works	13,380	563	2,265	16,646	2,085	Specialized Service
89 Edmunds Govtech-5798 (NEW)	Financial Software	Finance	13,375	69,430	-	-	-	Bid awarded in FY22
90 Occupational Medical Services - 3774	Employee Physicals	Fin & Admin	13,349	12,406	17,206	12,471	11,579	Competitive Pricing & Value
91 Jopal Construction	Greenbelt Gateway Sign Service	Planning	13,000	-	-	-	-	Grant-Funded Service
92 O'Brien Bus Service Inc - 672	Bus service for camps- shorter trips	Recreation	12,975	0	0	16,975	14,350	Competitive Pricing & Value
93 I-Tech-8350 (NEW - replaces J&M)	Security Cameras	IT	12,600	NEW FY23				Selected by competitive process
94 Xcetera	Staff Uniforms	Recreation	12,546	2,578	957	786	2,371	local vendor, competitive pricing
95 National Capital Industries	Bollards, Safety Equip, Traffic Control	Public Works/Planning	12,407	4,345	5,108	8,647	3,861	Local vendor
96 Sherwin-Williams Co.	Building & Street Line Painting	Public Works	12,044	-	116	366	50	Local vendor
97 Ennis-Flint	Traffic signs/Crosswalks	Public Works	12,043	18,648	4,631	12,118	11,862	Competitive Pricing & Value
98 Doyle Printing & Offset Co.	Newsletter Printing	REC,Comm Promotion	11,875	15,701	8,990	3,780	11,718	Long-term relationship
99 Cunningham Assoc-6786 (was West Rec-3787)	Playground Wood Fiber/Mulch	Public Works	11,820	26,692	0	22,250	24,105	Local Vendor, Competitive Pricing
100 Howard County	Redlight Camera	Police	11,785	7,770	10,485	9,515	10,718	Specialized Service
101 Morton Salt, Inc.-6695	Road Salt	Public Works	11,538	15,314	-	-	-	COG Contract
102 Greenbelt Homes Inc	Museum Co-op fees & Playground Maint Admin		11,306	28,390	10,820	10,074	15,942	Sole Provider
103 Power DMS, Inc-713	FTO Software Subscription	Police	11,256	12,319	2,000	7,102	6,954	Competitive Pricing & Value
104 Crovato Products & Svcs - CROVA005	Auto maintenance	Public Works	10,909	13,134	9,917	11,615	9,763	Local Vendor, Competitive Pricing
105 Roberts Oxygen - 784	Propane & Pool Chemicals	PW & Rec	10,904	8,679	9,701	9,226	10,743	Competitive Pricing & Value
106 Clayworks Supply Inc	Ceramic Supplies	Rec-Arts	10,873	8,696	6,014	7,714	5,383	local vendor, competitive pricing
107 Bonkosky, Laura - 3010	Yoga Instructor	Recreation	10,802	5,485	6,754	14,546	14,431	Local Vendor, Competitive Pricing
108 Judy Hering	Mental Health Counseling/Tutoring	CARES	10,670	-	-	-	-	Special Skills
109 University of Maryland - 942, 4847	Police Academy, Election tabulation	Police & Admin	10,500	8,275	250	17,897	4,452	Specialized Service
110 Silver Hill Cleaners - 149	Uniform cleaning	Police	10,454	3,900	6,789	8,356	9,042	Competitive Pricing & Value
111 Dr. Jack Leeb	Employment Assessments/Testing	Police	10,370	5,915	14,480	7,515	7,475	Long-term relationship
112 Verizon - 523801 103 & 7855	Local phone service	All	10,291	67,195	49,583	42,728	48,916	Sole Provider
113 Cintas Corporation	Bi-Weekly Mops & Mats	All/Public Works	10,202	7,125	3,423	6,220	7,132	Local vendor
114 GHE Electric Services Inc	Electrical Supplies & Repairs	Public Works	10,038	745	15,163	5,335	12,075	Local Vendor, Competitive Pricing
115 Perconti Data Systems - 5396	Utopia System Upgrade & Maint	IT/Planning	9,995	9,995	9,995	9,995	14,495	Sole Provider
116 Delta Telephone & Cabling - DELTA005	Phone Maint & Licenses	IT	9,783	4,676	4,686	61,885	7,123	Local Vendor, Competitive Pricing
117 Bolton Partners Inc - BOLTO005	Post Retirement Medical	Fin & Admin	9,500	2,750	9,880	2,000	9,500	Actuarial Study every two years
118 U.S. Postal Service - 2213	Postage & Delivery	All	9,500	9,185	4,526	6,000	4,000	Sole Provider
119 Draley's Locksmith	Building Keys & Locks Service	Public Works/CC	9,442	5,077	4,203	4,942	3,856	Local vendor
120 CTC Technology & Energy	Oversee Small Cell Applications	Admin	9,401	0	-	New FY21	-	Specialized Service
121 Orkin-715	Pest Control Service	All	9,250	8,962	8,742	260	8,181	Local vendor,specialized svc
122 Jams Lawn and Gardening Inc - 7938	Landscape Maintenance	Public Works	9,195	11,747	3,912	New FY21	-	Selected by competitive process
123 AT&T - 1027	Cellular phone service	All	8,918	18,899	27,624	29,197	36,575	State Contract
124 C N Robinson Lighting - 6118	LED Lighting	Public Works	8,916	58,247	68,157	34,935	8,143	Local Vendor, Competitive Pricing
125 Carpet Land Inc.-6018	Carpet Replacement	All	8,782	11,726	25,029	11,387	8,292	Competitive Pricing & Value

City of Greenbelt, Maryland									
Recommended Vendors for Negotiated Purchase - FY 2024									
Sorted by FY2023 Amount - Highest to Lowest									
Highlighted Areas Indicate New/Renewed in FY22 and/or FY23									
Vendor-Number	Commodity	Requesting Department	FY2023	FY2022	FY2021	FY2020	FY2019	Justification for not Bidding	
126 Quill - 3937	Office Supplies	Police	8,660	8,946	10,198	10,867	13,355	Competitive Pricing & Value	
127 The Fibar Group LLC - 4233	Engineered wood	Public Works	8,311	4,626	13,438	2,236	0	Competitive Pricing & Value	
128 Carroll County Sheriff-7732	Police Academy Training	Police	8,179	14,733	6,646	-	-	Partner agency-police training	
129 Robert Half-8189	Temporary Services	Fin, HR & Admin	7,536	17,045	-	-	-	Competitive Pricing & Value	
130 ESRI	GIS Software	IT/PD/Planning/PW	7,248	18,308	4,700	5,049	4,979	Existing vendor w/existing infras	
131 Maryland Unemployment-591	Unemployment Benefits	HR,Finance	7,057	13,385	24,427	5,666	292	State Agency	
132 Fidelity Power Systems - 300	Generator Inspection & Maint.	Public Works	7,043	9,128	8,691	6,132	4,942	Long-term relationship	
133 Race Forward-8146	Racial Equity Course	HR	7,000	16,500	-	-	-	Sole Provider	
134 Carquest Auto Parts-3101	Auto Parts	Public Works	6,488	7,151	11,303	7,575	3,604	Competitive Pricing & Value	
135 Facilitydude.com (formerly Dude Solutions Inc NOW BRIGHTLY)- 298	Facility Dude	Public Works	6,435	3,966	5,162	3,055	30,775	Competitive Pricing & Value	
136 Cellebrite, Inc.-8167	Cell Forensic	Police	6,100	9,995	-	-	-	Competitive Pricing & Value	
137 Greenman Pedersen - 379	Engineering consultant	Planning	6,044	6,565	53,011	29,022	101,298	Long-term relationship	
138 Petsmart - 3339	Animal Food & Supplies	Animal Control	5,929	2,569	2,170	5,288	8,702	Local Vendor, Competitve Pricin	
139 Durance Plumbing-5736	Plumbing Service	Public Works	5,835	8,692	9,272	44	22,185	Local vendor,specialized svc	
140 SiteOne Landscape Supply LLC - 415	Landscape plants/supplies	Public Works	5,721	3,714	12,074	2,286	11,442	Competitive Pricing & Value	
141 Rexel of America LLC	Parts	Public Works	5,339	4,425	13,044	12,992	10,240	Competitive Pricing & Value	
142 Coach America Bus	Bus Service for Camps (Long Trips)	Recreation	5338					specialized service, competitive pricin	
143 Greenbriar Community Assoc - 376	Landscape Maintenance	Public Works	4,883	10,780	9,650	12,545	11,599	Long-term relationship	
144 Prince George's Community-687	Training & Police Academy	PW & Police	4,520	9,834	-	-	-	Specialized Service	
145 Shannon-Baum Signs-810	Street Signage	PW/Planning	4,287	7,062	3,726	3,621	4,194	Competitive Pricing & Value	
146 PT Armor, Inc-6354	Ballistic Vest Carrier	Police	3,960	7,475	3,055	5,400	6,213	Competitive Pricing & Value	
147 Indeed.com-7054	Job Advertisement	HR	3,807	11,573	4,450	-	273	Competitive Pricing & Value	
148 Boland Trane Services - 118	HVAC Services	Public Works	3,106	2,188	65,283	8,987	5,437	Local Vendor, Competitve Pricin	
149 Cast Stone Designs Inc-8349	Gateway Signage	Planning	2,975	NEW FY23	0	0	0	Local Vendor, Competitive Pricin	
150 Gametime - 1043	Playground Equipment	Public Works	2,216	11,944	1,658	2,031	54,533	Local Vendor, Competitive Pricir	
151 Community College of Baltimore County - 2106	Police academy	Police	2,089	0	0	10,443	0	Specialized Service	
152 Epstein, Norman	Psychological services	CARES	1,980	8,800	8,250	8,250	9,900	Long-term relationship	
153 Raymar Plumbing Services-767	Plumbing services	Public Works	1,228	3,065	3,932	13,190	27,506	Local Vendor, Competitve Pricin	
154 Assa Abloy Entrance Systems US Inc-840	Door repairs	Public Works	991	333	3,860	3,400	9,860	Local Vendor, Competitive Pricir	
155 Best, Best & Krieger - 137	Cable Issues & Franchise Negotiations, Sr Admin		765	1,598	213	6,385	15,058	Long-term relationship	
156 General Glass - 4746	Windows	Public Works	393	1,316	44,455	5,522	2,465	Selected by competitive process	
157 ATC Corp-3664	Tennis/Basket ball Courts Resurfacing	REC,Admin	0	-	-	3,088	-	Contract awarded in FY22	
158 Bradley Site Design - 1918	Design & Signage for Gateway and Budd	Planning	0	310	0	0	1,000	Long-term relationship	
159 Brylin Glass LLC - 7753	Sculpture & Window Repair	Public Works	0	0	19,235	New FY21	-	Selected by competitive process	
160 Chargepoint, Inc-3684	Charging Station	Public Works	0	11,675	-	16,616	-	Sole Provider	
161 Complus Data Innovations - 4299	Parking ticket collection services	Police	0	0	0	6,979	14,133	Competitive Pricing & Value	
162 Davenport & Co. LLC - 3061	Financial Consultant	Admin	0	15,600	45,000	0	18,119	Specialized Service	
163 Dewberry	WMATA Trail Engineering Services	Planning	0	-	-	-	-	council approved via resolution	
164 Doloff Printing - 259	Newsletters & Seasonal Brochures	Recreation	0	0	0	8,264	10,783	Competitive Pricing & Value	
165 Eastern Salt Co - 2772	Road Salt	Public Works	0	0	2,383	12,370	14,400	Competitive Pricing & Value	
166 Electec Election Services, Inc-5918	Voting Services	Admin - Elections	0	43,842	19,701	2,346	0	Specialized Service	

City of Greenbelt, Maryland

	Recommended Vendors for Negotiated Purchase - FY 2024
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Sorted by FY2023 Amount - Highest to Lowest

Highlighted Areas Indicate New/Renewed in FY22 and/or FY23

Vendor-Number	Commodity	Requesting Department	FY2023	FY2022	FY2021	FY2020	FY2019	Justification for not Bidding
167 Fovndry/Van Eperen-8021	Communications Services	Admin - PIO	0	31,695	New FY21	0	0	Sole Provider
168 IVS LLC	Tabulator/Ballot Marking Devices Lease	Administration	0	-	-	-	-	Agreement authorized by council
169 Intercon Truck Equipment - 6331	Truck Equipment	Public Works	0	19,996	0	0	13,524	Competitive Pricing & Value
170 Jackson Lewis - 6613	Legal Services: CBA	Admin	0	23,092	27,141	59,581	310	Specialized Service
171 Knowbe4-8091	Cyber Security User Training	IT	0	11,880	-	16,005	-	Specialized Svc/On-going svc
172 Knowink	Election Poll Pads Subscription	Administration	0	-	-	-	-	Agreement authorized by council
173 Leonard Paper Company - 2276	Paper towels & toilet tissue	Public Works	0	5,094	13,977	5,719	5,588	Competitive Pricing & Value
174 LS Systems	Door Security	All	0					Existing vendor w/existing infrastructure
175 Mansfield Oil Co - 550	Diesel Fuel	Public Works	0	0	6,713	33,250	47,532	COG Contract
176 Mahan Rykiel Associates Inc	Buddy Attick Master Plan Project	Rec/PW/Planning	0	-	-	-	-	Selected by competitive process
177 Miles & Stockbridge - 3801	Legal services: Bond Counsel	Admin	0	0	21,500	24,500	25,220	Specialized Service
178 Mitchell Titus	Auditing services	Fin & Admin	0	-	-	-	-	Selected by competitive process
179 NAA, Inc. - 3905	Remediation of CC Windows	Planning	0	0	0	26,870	New FY20	Selected by competitive process
180 Nicholas P Pipino & Assoc - 982	Audio Visual Maint Contract	Admin	0	36,885	11,228	6,374	4,945	State Contract
181 Raftelis-4602	Council Retreat/ARPA Comm Engmt	Admin	0	62,549	5,000	5,000	-	Approved by Council-FY22
182 SHI International Corp - 4028	Computer supplies & Licensing	IT	0	78	29,483	9,012	New FY20	Competitive Pricing & Value
183 <u>Sparks at Play - 7935</u>	Playground Equipment Installation	Public Works	0	35,189	35,189	New FY21	-	Selected by competitive process
184 Vermont systems - 956	Rec Trac Upgrade, Training, Maint	IT	0	7,409	0	7,194	13,968	Specialized Service
185 Washington Post - 7055	Employment Advertising	HR	0	950	8,365	5,290	10,030	Competitive Pricing & Value

City of Greenbelt, Maryland

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Sorted by FY2023 Amount - Highest to Lowest

Highlighted Areas Indicate New/Renewed in FY22 and/or FY23

Vendor-Number	Commodity	Requesting Department	FY2023	FY2022	FY2021	FY2020	FY2019	Justification for not Bidding
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City of Greenbelt, Maryland

Recommended Vendors for Negotiated Purchase - FY 2024

Sorted Alphabetically by Vendor Name

Highlighted Areas Indicate New/Renewed in FY2023 and/or FY2024

Vendor-Number	Commodity	Requesting Department	FY2023	FY2022	FY2021	FY2020	FY2019	Justification for not Bidding
1 Acme Auto Leasing LLC - ACMEA010	Police Undercover Leased Vehicle	Police	99,375	37,500	78,750	61,875	78,993	Competitive Pricing & Value
2 Advanced Collision Center LLC	Auto Body Repiar	Public Works	18,452	6,361	5,479	-	-	Local vendor, fast response
3 Alexander & Cleaver PA - ALEXA045	Legal Services	Admin	38,360	89,631	98,642	91,106	164,542	Selected by competitive process
4 Amato Industries - AMATO005	Chlorine & Other Pool Chemicals	Recreation	18,226	8,374	3,678	10,046	9,445	MNCPPC Contract
5 Amazon.com - AMAZO010	Misc products	All	40,723	43,691	38,605	32,208	31,312	Competitive Pricing & Value
6 American Traffic Solutions (ATS) - AMERI100	Redlight citation processing	Police	391,836	258,541	285,368	260,615	217,918	Howard County Contract
7 Assa Abloy Entrance Systems US Inc-840	Door repairs	Public Works	991	333	3,860	3,400	9,860	Local Vendor, Competitive Pricing
8 AT&T - 1027	Cellular phone service	All	8,918	18,899	27,624	29,197	36,575	State Contract
9 ATC Corp-3664	Tennis/Basket ball Courts Resurfacing	REC,Admin	-	-	-	3,088	-	Contract awarded in FY22
10 AXON Enterprise Inc- AXONE005	Body Cameras	Police	88,653	115,073	0	5,850	64,624	Specialized Service
11 Baker Tilly US LLP- BAKER005	Compensation Study	HR	95,855					Contract awarded in FY22
12 Best, Best & Krieger - 137	Cable Issues & Franchise Negotiations, Sr	Admin	765	1,598	213	6,385	15,058	Long-term relationship
13 BFPE International - BFPEI005	Fire Alarm	Public Works	18,982	20,836	35,099	18,330	8,302	Local Vendor, Competitive Pricing
14 Boland Trane Services - 118	HVAC Services	Public Works	3,106	2,188	65,283	8,987	5,437	Local Vendor, Competitive Pricing
15 Bolton Partners Inc - BOLTO005	Post Retirement Medical	Fin & Admin	9,500	2,750	9,880	2,000	9,500	Actuarial Study every two years
16 Bonkosky, Laura - 3010	Yoga Instructor	Recreation	10,802	5,485	6,754	14,546	14,431	Local Vendor, Competitive Pricing
17 Bortek Industries - BORTE005	Auto/Sweeper Parts	Public Works	28,629	12,900	15,580	10,331	13,899	Competitive Pricing & Value
18 Bradley Site Design - 1918	Design & Signage for Gateway and Budd	Planning	0	310	0	0	1,000	Long-term relationship
19 Brylin Glass LLC - 7753	Sculpture & Window Repair	Public Works	0	0	19,235	New FY21	-	Selected by competitive process
20 Budget Painting - BUDGE005	Painting	Public Works	15,000	146,535	19,250	29,700	9,800	Competitive Pricing & Value
21 C N Robinson Lighting - 6118	LED Lighting	Public Works	8,916	58,247	68,157	34,935	8,143	Local Vendor, Competitive Pricing
22 Capital Air Filter Corp - CAPIT015	Air Filters	Public Works	19,348	8,956	7,869	6,283	6,348	Local vendor, competitive pricing
23 Capitol Office Solutions -CAPIT035	Copier Service & supplies	All	26,017	17,693	19,183	16,883	16,515	Competitive Pricing & Value
24 Carefirst Bluecross Blueshield - CAREF010/CAREF005	Employee Health Insurance	All	1,640,776	1,592,115	1,824,714	1,477,025	1,973,703	Competitive Pricing & Value
25 Carpet Land Inc.-6018	Carpet Replacement	All	8,782	11,726	25,029	11,387	8,292	Competitive Pricing & Value
26 Carroll County Sheriff-7732	Police Academy Training	Police	8,179	14,733	6,646	-	-	Partner agency-police training
27 Carquest Auto Parts-3101	Auto Parts	Public Works	6,488	7,151	11,303	7,575	3,604	Competitive Pricing & Value
28 Cast Stone Designs Inc-8349	Gateway Signage	Planning	2,975	NEW FY23	0	0	0	Local Vendor, Competitive Pricing
29 CDW-G Computer Center Inc-CDQGC005	Computers	IT	24,562	25,366	11,416	9,297	27,834	Competitive Pricing & Value
30 Cellebrite, Inc.-8167	Cell Forensic	Police	6,100	9,995	-	-	-	Competitive Pricing & Value
31 Chargepoint, Inc-3684	Charging Station	Public Works	0	11,675	-	16,616	-	Sole Provider
32 Charles P. Johnson & Assoc - CHARL065	Construction Inspection/ Management S	Planning	49,700	14,026	57,172	195,868	66,520	Competitive Pricing, long-term r
33 Chesapeake Ford Truck - CHESA075	Auto Parts	Public Works	42,272	25,655	14,929	9,223	13,721	Competitive Pricing & Value
34 Chesapeake Landscape Materials	Northway Compost Grinding	Public Works	15,000	-	-	-	-	Backup vendor for mulch grindin
35 Cintas Corporation	Bi-Weekly Mops & Mats	All/Public Works	10,202	7,125	3,423	6,220	7,132	Local vendor
36 Clayworks Supply Inc	Ceramic Supplies	Rec-Arts	10,873	8,696	6,014	7,714	5,383	local vendor, competitive pricing
37 Climate Engineers - CLIMA005	HVAC service at AFC	Public Works	21,146	16,739	51,189	47,948	74,050	Local Vendor, Competitive Pricing
38 Coach America Bus	Bus Service for Camps (Long Trips)	Recreation	NEW FY24					specialized service, competitive pricin
39 Cohn Reznick - COHNR005 (replaced McGladrey 2015)	Auditing services	Fin & Admin	52,500	37,500	37,500	37,500	36,500	Selected by competitive process
40 Community College of Baltimore County - 2106	Police academy	Police	2,089	0	0	10,443	0	Specialized Service
41 Complus Data Innovations - 4299	Parking ticket collection services	Police	0	0	0	6,979	14,133	Competitive Pricing & Value
42 Crovato Products & Svcs - CROVA005	Auto maintenance	Public Works	10,909	13,134	9,917	11,615	9,763	Local Vendor, Competitive Pricing

City of Greenbelt, Maryland								
Recommended Vendors for Negotiated Purchase - FY 2024								
Sorted Alphabetically by Vendor Name								
Highlighted Areas Indicate New/Renewed in FY2023 and/or FY2024								
Vendor-Number	Commodity	Requesting Department	FY2023	FY2022	FY2021	FY2020	FY2019	Justification for not Bidding
43 Crowley Construction - CROWL005	Roof repairs	Public Works	341,800	17,136	913	163,095	15,717	Local Vendor, Competitive Pricing
44 CTC Technology & Energy	Oversee Small Cell Applications	Admin	9,401	0	New FY21		-	Specialized Service
45 Cunningham Assoc-6786 (was West Rec-3787)	Playground Wood Fiber/Mulch	Public Works	11,820	26,692	0	22,250	24,105	Local Vendor, Competitive Pricing
46 D & D Tire - DDTIR005	Auto & Truck Tires	Police	58,948	35,245	24,470	30,770	33,171	State Contract
47 Davenport & Co. LLC - 3061	Financial Consultant	Admin	0	15,600	45,000	0	18,119	Specialized Service
48 Delta Dental - DELTA010	Employee Dental Insurance	All	112,901	110,858	115,845	109,026	124,351	Competitive Pricing & Value
49 Delta Telephone & Cabling - DELTA005	Phone Maint & Licenses	IT	9,783	4,676	4,686	61,885	7,123	Local Vendor, Competitive Pricing
50 Densel Company - DENSE005	Boiler Replacement/HVAC & Plumbing Services	Public Works	23,086	253,548	58,491	510,817	56,361	Selected by competitive process
51 Dewberry	WMATA Trail Engineering Services	Planning	NEW FY24					council approved via resolution
52 Doloff Printing - 259	Newsletters & Seasonal Brochures	Recreation	0	0	0	8,264	10,783	Competitive Pricing & Value
53 Doyle Printing & Offset Co.	Newsletter Printing	REC,Comm Promotion	11,875	15,701	8,990	3,780	11,718	Long-term relationship
54 Dr. Jack Leeb	Employment Assessments/Testing	Police	10,370	5,915	14,480	7,515	7,475	Long-term relationship
55 Draley's Locksmith	Building Keys & Locks Service	Public Works/CC	9,442	5,077	4,203	4,942	3,856	Local vendor
56 Durance Plumbing-5736	Plumbing Service	Public Works	5,835	8,692	9,272	44	22,185	Local vendor,specialized svc
57 E & R Services	Buddy Attick Parking Lot Project	Planning	680,239	29,761	-	-	-	Selected by Competitive Process
58 Eastern Salt Co - 2772	Road Salt	Public Works	0	0	2,383	12,370	14,400	Competitive Pricing & Value
59 Edmunds Govtech-5798 (NEW)	Financial Software	Finance	13,375	69,430	-	-	-	Bid awarded in FY22
60 Electec Election Services, Inc-5918	Voting Services	Admin - Elections	0	43,842	19,701	2,346	0	Specialized Service
61 Ely Inc	Museum services/Storage	Admin	18,720	9,360	17,240	10,670	New FY20	Specialized Service
62 Emerg Serv Consult Intl - 2933(was Fields Consulting Group - 5873)	Promotional Assessment Center	Police	20,000	0	18,000	0	18,000	Competitive Pricing & Value
63 Ennis-Flint	Traffic signs/Crosswalks	Public Works	12,043	18,648	4,631	12,118	11,862	Competitive Pricing & Value
64 Epstein, Norman	Psychological services	CARES	1,980	8,800	8,250	8,250	9,900	Long-term relationship
65 ESRI	GIS Software	IT/PD/Planning/PW	7,248	18,308	4,700	5,049	4,979	Existing vendor w/existing infrastructure
66 Express Scripts	Employee prescription drugs	All	231,971	301,322	287,792	272,906	315,635	Competitive Pricing & Value
67 F & F & A Jacobs & Son	Uniforms	Police	128,077	9,239	11,641	10,168	3,086	Long-term relationship
68 Facilitydude.com (formerly Dude Solutions Inc NOW BRIGHTLY)- 298	Facility Dude	Public Works	6,435	3,966	5,162	3,055	30,775	Competitive Pricing & Value
69 Fidelity Power Systems - 300	Generator Inspection & Maint.	Public Works	7,043	9,128	8,691	6,132	4,942	Long-term relationship
70 Fovndry/Van Eperen-8021	Communications Services	Admin - PIO	0	31,695	New FY21	0	0	Sole Provider
71 Friends of Old Greenbelt Theatre	Theatre management	Admin	48,880	70,897	48,000	141,427	59,217	Selected by competitive process
72 Frontline Mobile Tech	Toughbooks	Police	50,559	8,330	35,500	-	-	State Contract
73 Fulton Bank-523403	Banking services	Fin & Admin	27,231	22,403	21,322	38,334	44,216	Selected by competitive process
74 Galls Inc - 329	Uniforms and police equipment	Police	25,748	13,213	10,683	18,229	16,083	Sole Provider
75 Gametime - 1043	Playground Equipment	Public Works	2,216	11,944	1,658	2,031	54,533	Local Vendor, Competitive Pricing
76 General Glass - 4746	Windows	Public Works	393	1,316	44,455	5,522	2,465	Selected by competitive process
77 GHA Technologies	Computers & Computer Equip	IT	34,270	44,811	32,621	33,866	17,177	Competitive Pricing & Value
78 GHE Electric Services Inc	Electrical Supplies & Repairs	Public Works	10,038	745	15,163	5,335	12,075	Local Vendor, Competitive Pricing
79 Grainger	Filters, lights, tools, misc supplies	Public Works	27,128	17,725	12,692	7,925	7,618	Local Vendor, Competitive Pricing
80 Granicus Inc	Video Streaming/Open Platform	Admin	32,372	36,540	32,205	30,950	25,518	Specialized Service
81 Granturk Equipment Company Inc	Auto parts	Public Works	27,369	6,920	17,363	733	177,962	Sole Provider
82 Greenbelt Auto & Truck Repair	Auto body repair	Public Works	23,353	19,420	21,210	29,549	17,725	Local Vendor, Competitive Pricing
83 Greenbelt Homes Inc	Museum Co-op fees & Playground Maint	Admin	11,306	28,390	10,820	10,074	15,942	Sole Provider
84 Greenbelt News Review	Legal & help wanted ads	Fin & Admin	28,595	34,613	25,172	21,770	24,181	Local Vendor, Competitive Pricing

City of Greenbelt, Maryland								
Recommended Vendors for Negotiated Purchase - FY 2024								
Sorted Alphabetically by Vendor Name								
Highlighted Areas Indicate New/Renewed in FY2023 and/or FY2024								
Vendor-Number	Commodity	Requesting Department	FY2023	FY2022	FY2021	FY2020	FY2019	Justification for not Bidding
85 Greenbriar Community Assoc - 376	Landscape Maintenance	Public Works	4,883	10,780	9,650	12,545	11,599	Long-term relationship
86 Greenman Pedersen - 379	Engineering consultant	Planning	6,044	6,565	53,011	29,022	101,298	Long-term relationship
87 GT Mid Atlantic	Automotive Supplies & Repair	Public Works	20,300	6,599	8,779	1,683	-	Local vendor
88 Gun Shop, The 899	Firearms training, ammunition	Police	29,830	5,621	2,369	17,976	17,592	State Contract
89 Hi-Line	Auto Shop Supplies for PD	Public Works	24,640	11,701	20,433	17,266	11,943	Local Vendor, Competitive Pricing
90 Home Depot	Miscellaneous supplies	Public Works	15,575	17,204	14,976	15,633	18,007	Local Vendor, Competitive Pricing
91 Howard County	Redlight Camera	Police	11,785	7,770	10,485	9,515	10,718	Specialized Service
92 I-Tech-8350 (NEW - replaces J&M)	Security Cameras	IT	12,600	NEW FY23				Selected by competitive process
93 IVS LLC	Tabulator/Ballot Marking Devices Lease	Administration	NEW FY24					Agreement authorized by council
94 Indeed.com-7054	Job Advertisement	HR	3,807	11,573	4,450	-	273	Competitive Pricing & Value
95 Innovative Pyrotechnic Concepts	Fireworks	Public Works	14,800	14,600	0	14,175	13,825	Specialized Service
96 Intercon Truck Equipment - 6331	Truck Equipment	Public Works	0	19,996	0	0	13,524	Competitive Pricing & Value
97 Jackson Lewis - 6613	Legal Services: CBA	Admin	0	23,092	27,141	59,581	310	Specialized Service
98 James River Solutions - 6703	Unleaded & Diesel Fuel	All	331,285	241,269	156,357	129,302	163,746	COG Bid
99 Jams Lawn and Gardening Inc - 7938	Landscape Maintenance	Public Works	9,195	11,747	3,912	New FY21	-	Selected by competitive process
100 Jill Grant & Associates - 7864	Legal Support:Maglev,Bureau of Engraving	Admin	50,471	5,956	199,995	New FY21	-	Specialized Service
101 Johnson Truck Center-6062	Auto Parts	Public Works	28,186	10,216	6,257	1,436	8,123	State Contract
102 Jopal Construction	Greenbelt Gateway Sign Service	Planning	13,000	-	-	-	-	Grant-Funded Service
103 Judy Hering	Mental Health Counseling/Tutoring	CARES	10,670	-	-	-	-	Special Skills
104 Key Risk/StarNet Ins (replaced Chesapeake Employers Ins FY19) - 210190	Workers compensation insurance	All	889,647	865,581	665,778	617,530	520,476	Long-term relationship
105 Knowbe4-8091	Cyber Security User Training	IT	0	11,880	-	16,005	-	Specialized Svc/On-going svc
106 Knowink	Election Poll Pads Subscription	Administration	NEW FY24					Agreement authorized by council
107 Kohler Equipment - 4683	Tools & Parts	Public Works	15,054	7,457	8,759	9,151	9,878	Local Vendor, Competitive Pricing
108 Leonard Paper Company - 2276	Paper towels & toilet tissue	Public Works	0	5,094	13,977	5,719	5,588	Competitive Pricing & Value
109 Local Government Insurance Trust- 1125 & 528	Liability & property insurance	All	197,206	181,123	167,690	157,033	153,823	Competitive Pricing & Value
110 LS Systems	Door Security	All	NEWFY23					Existing vendor w/existing infrastructure
111 Major Police Supply - 4188	Emergency equipment & installation on	Police	52,603	24,511	31,666	162,120	141,446	State Contract
112 Mansfield Oil Co - 550	Diesel Fuel	Public Works	0	0	6,713	33,250	47,532	COG Contract
113 Manuel Tree Service - 6282	Tree pruning/removal	Public Works	144,600	23,600	32,200	13,500	4,900	Competitive Pricing & Value
114 Maryland Environmental Services - 559	Leaf grinding, Recycling	Public Works	22,847	27,029	31,453	23,143	57,200	Local Vendor, Competitive Pricing
115 Maryland Municipal League-563	Membership	Admin	26,799	26,534	25,286	25,598	27,421	Govt Association
116 Maryland State Retirement System 512806, 512807, 527301, & 527302	Retirement and pension plans	All	2,210,364	2,067,125	2,054,492	1,857,509	1,785,878	State Agency
117 Maryland Unemployment-591	Unemployment Benefits	HR,Finance	7,057	13,385	24,427	5,666	292	State Agency
118 Mahan Rykiel Associates Inc	Buddy Attack Master Plan Project	Rec/PW/Planning	NEW FY24	-	-	-	-	Selected by competitive process
119 MCCI - 2709	Laserfische Project Mgmt	IT	37,675	4,725	26,500	24,280	36,355	Competitive Pricing & Value
120 Meals on Wheels-4067	Contribution/Food Assistance	CARES	19,095	46,660	57,840	-	6,305	Grant-Funded Service
121 Metropolitan Washington Council of Governments - 601	Association fees	Admin	49,274	39,313	38,665	19,845	19,100	COG Contract
122 Microsoft Corporation - 6170	Email Service	IT	16,587	12,421	12,741	10,894	10,289	Competitive Pricing & Value
123 Miles & Stockbridge - 3801	Legal services: Bond Counsel	Admin	0	0	21,500	24,500	25,220	Specialized Service
124 Mission Square	Deferred compensation program	All	600,483	597,866	626,735	629,160	619,798	Long-term relationship
125 Mitchell Titus	Auditing services	Fin & Admin	NEW FY24	-	-	-	-	Selected by competitive process

City of Greenbelt, Maryland								
Recommended Vendors for Negotiated Purchase - FY 2024								
Sorted Alphabetically by Vendor Name								
Highlighted Areas Indicate New/Renewed in FY2023 and/or FY2024								
Vendor-Number	Commodity	Requesting Department	FY2023	FY2022	FY2021	FY2020	FY2019	Justification for not Bidding
126 Morton Salt, Inc.-6695	Road Salt	Public Works	11,538	15,314	-	-	-	COG Contract
127 Motorola Solutions Inc- 6109	Radios & related service	Police	22,264	39,216	23,573	34,111	27,740	State Contract
128 Municap - 3493	TIF Administrator	Fin & Admin	17,369	13,794	11,700	17,463	8,206	Specialized Service
129 Municipal Emerg Sv Dep - 145(was Lawmen Supply - 6505)	Simmunition Training, body armor, unifc	Police	32,365	19,267	24,321	26,985	26,255	Specialized Service
130 NAA, Inc. - 3905	Remediation of CC Windows	Planning	0	0	0	26,870	New FY20	Selected by competitive process
131 National Capital Industries	Bollards, Safety Equip, Traffic Control	Public Works/Planning	12,407	4,345	5,108	8,647	3,861	Local vendor
132 Nicholas P Pipino & Assoc - 982	Audio Visual Maint Contract	Admin	0	36,885	11,228	6,374	4,945	State Contract
133 Nicole Ellis (funded by SASS Grant)	Cleaning Service for GRH	CARES	18,300	5,450	-	-	-	Specific Service
134 O'Brien Bus Service Inc - 672	Bus service for camps- shorter trips	Recreation	12,975	0	0	16,975	14,350	Competitive Pricing & Value
135 Occupational Medical Services - 3774	Employee Physicals	Fin & Admin	13,349	12,406	17,206	12,471	11,579	Competitive Pricing & Value
136 Orkin-715	Pest Control Service	All	9,250	8,962	8,742	260	8,181	Local vendor,specialized svc
137 Overhead Door - 681	Bay Door Repairs	Public Works	13,380	563	2,265	16,646	2,085	Specialized Service
138 P2 Cleaning Services LLC - 3423	Landscape Maintenance	Public Works	44,829	43,456	60,888	47,094	5,521	Competitive Pricing & Value
139 Packer Norris Parts - 5770	Vehicle Repair Auto Parts, direct from m	Public Works	26,757	11,372	13,532	14,354	8,315	Competitive Pricing & Value
140 Parts Authority - 5896	Auto Parts, Supplies & Tools	Public Works	49,409	34,697	37,690	43,316	46,838	Local Vendor, Competitve Pricin
141 Perconti Data Systems - 5396	Utopia System Upgrade & Maint	IT/Planning	9,995	9,995	9,995	9,995	14,495	Sole Provider
142 Petsmart - 3339	Animal Food & Supplies	Animal Control	5,929	2,569	2,170	5,288	8,702	Local Vendor, Competitive Pricin
143 Power DMS, Inc-713	FTO Software Subscription	Police	11,256	12,319	2,000	7,102	6,954	Competitive Pricing & Value
144 Prince George's Community-687	Training & Police Academy	PW & Police	4,520	9,834	-	-	-	Specialized Service
145 Prince George's County- 122 & 693, 694 & 739	Landfill disposal services & I-Net	PW & IT	143,737	107,431	78,909	123,822	134,310	Specialized Service
146 PT Armor, Inc-6354	Ballistic Vest Carrier	Police	3,960	7,475	3,055	5,400	6,213	Competitive Pricing & Value
147 Quill - 3937	Office Supplies	Police	8,660	8,946	10,198	10,867	13,355	Competitive Pricing & Value
148 Race Forward-8146	Racial Equity Course	HR	7,000	16,500	-	-	-	Sole Provider
149 Raftelis-4602	Council Retreat/ARPA Comm Engmt	Admin	0	62,549	5,000	5,000	-	Approved by Council-FY22
150 Ramona Bocanegra (dba B Clean) - 3911	Cleaning Services	Recreation	78,870	65,585	86,738	29,840	35,039	Selected by competitive process
151 Raymar Plumbing Services-767	Plumbing services	Public Works	1,228	3,065	3,932	13,190	27,506	Local Vendor, Competitive Pricin
152 Rekor Recognition Systems - 3487(was Brekford International - 4533)	Speed Cameras; Purchase and installatio	Police	185,664	147,409	194,440	211,520	239,500	Specialized Service
153 Republic Services #411 - 7734	Recycling	Public Works	28,609	21,878	16,548	New FY21	-	Selected by competitive process
154 Rexel of America LLC	Parts	Public Works	5,339	4,425	13,044	12,992	10,240	Competitive Pricing & Value
155 Robert Half-8189	Temporary Services	Fin, HR & Admin	7,536	17,045	-	-	-	Competitive Pricing & Value
156 Roberts Oxygen - 784	Propane & Pool Chemicals	PW & Rec	10,904	8,679	9,701	9,226	10,743	Competitive Pricing & Value
157 Schindler Elevator - 799	Elevator service and repair	Public Works	18,705	15,422	22,928	9,164	15,975	Competitive Pricing & Value
158 Service Machine Shop Inc	Boiler Room Pump Repair & Equipment	Public Works	26,636	9,497	-	24,737	-	Local vendor
159 Shannon-Baum Signs-810	Street Signage	PW/Planning	4,287	7,062	3,726	3,621	4,194	Competitive Pricing & Value
160 Shapiro & Duncan Mechanical Contractors -5526	Pool Pac Service, HVAC-CC	Public Works	21,769	37,991	835	0	26,655	Competitive Pricing & Value
161 Sherwin-Williams Co.	Building & Street Line Painting	Public Works	12,044	-	116	366	50	Local vendor
162 SHI International Corp - 4028	Computer supplies & Licensing	IT	0	78	29,483	9,012	New FY20	Competitive Pricing & Value
163 Silver Hill Cleaners - 149	Uniform cleaning	Police	10,454	3,900	6,789	8,356	9,042	Competitive Pricing & Value
164 SiteOne Landscape Supply LLC - 415	Landscape plants/supplies	Public Works	5,721	3,714	12,074	2,286	11,442	Competitive Pricing & Value
165 Sparks at Play - 7935	Playground Equipment Installation	Public Works	0	35,189	35,189	New FY21	-	Selected by competitive process
166 Spay Now - 6734	Veterinarian services	Animal Control	21,917	7,711	6,032	14,302	15,161	Competitive Pricing & Value

City of Greenbelt, Maryland

Recommended Vendors for Negotiated Purchase - FY 2024									
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Sorted Alphabetically by Vendor Name

Highlighted Areas Indicate New/Renewed in FY2023 and/or FY2024

[illegible]

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: LEGISLATION

Agenda Section: LEGISLATION 30 minutes (8:30 - 9:00 pm)

Subject:

A Resolution of the Council of the City of Greenbelt, Maryland, providing for a Referendum to be held at the Regular Municipal Election on Tuesday, November 7, 2023, to submit to the Voters of the City of Greenbelt, Maryland, the Question of Amending the City Charter and Code to Allow Voting by Resident Noncitizens for City Elections
- 2nd Reading, Adoption

Suggested Action:

Reference: Resolution

At election time, residents are asked to take a few minutes to complete a community questionnaire. A survey was conducted during the 2021 City Election cycle in the Greenbelt Community Questionnaire. The community was asked if Greenbelt residents who are not US citizens would be allowed to vote in City elections. Of the respondents, 51% said yes, 41% said no, and 8% did not respond.

The Board of Elections submitted to the City Council proposed charter and code amendments suggesting the question put to the voters in a referendum in the 2023 election cycle.

Mr. Gordon introduced this Resolution at the August 14, 2023, regular meeting. It is recommended it be introduced for a second reading and adoption at tonight's meeting.

Attachments:

[Resolution Resident NonCitizen Voting.pdf](#)

Introduced: Mr. Gordon
1st Reading: August 14, 2023
Passed:
Posted:
Effective:

RESOLUTION NUMBER XXXX

A RESOLUTION OF THE COUNCIL OF THE CITY OF GREENBELT, MARYLAND, PROVIDING FOR A REFERENDUM TO BE HELD AT THE REGULAR MUNICIPAL ELECTION ON TUESDAY, NOVEMBER 7, 2023, TO SUBMIT TO THE VOTERS OF THE CITY OF GREENBELT, MARYLAND, THE QUESTION OF AMENDING THE CITY CHARTER AND CODE TO ALLOW VOTING BY RESIDENT NONCITIZENS FOR CITY ELECTIONS

WHEREAS, Section 15 (“Voters”) of the City Charter provides that a “qualified voter” for purposes of City elections is “any person who is a resident of the City of Greenbelt and who is duly registered with Prince George’s County under the applicable provisions of Article 33 of the Annotated Code of Maryland”; and

WHEREAS, the City Council wishes to submit to the voters of the City of Greenbelt the question of amending the City Charter to allow voting by resident noncitizens in City elections.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Greenbelt, Maryland, that the following question shall be placed upon the ballot of the regular City Council election to be held November 7, 2023:

REFERENDUM QUESTION ON
VOTING BY RESIDENT NONCITIZENS

Shall Section 15 (“Voters”) of the Charter of the City of Greenbelt be amended to read as follows: (Note: Underscoring indicates language to be added to the City Charter.)

A qualified voter within the meaning of this charter shall be [any person] every citizen of the United States who is a resident of the City of Greenbelt and [who] is duly registered with Prince George’s County under [the] applicable provisions of [Article 33 of] the Annotated Code of Maryland; if not a U.S. citizen, then a resident registered to vote with the City Clerk; provided that eligibility to vote in any city election shall be subject to applicable [registration deadlines as set forth] law in the charter and code of the city.

Should Greenbelt residents who meet residency requirements but are not U.S. citizens be allowed to vote in City elections?

FOR the Charter Amendment ☐

AGAINST the Charter Amendment ☐

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

Emmett V Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS 60 minutes (9:00 - 10:00 pm)

Subject:

Maglev - MDE Water Quality Certification Request and Project Update

Reference: Maglev Water Quality Certification Public Hearing Notification, MDE

Suggested Action:

Jill Grant & Associates has advised the City that the Maryland Department of the Environment (MDE) has issued a notice of Baltimore-Washington Rapid Rail's request for a Water Quality Certification (WQC) for the Maglev project. Written comments are due by November 2, 2023. The WQC is required because the project will impact wetlands and MDE must determine whether the project will meet Maryland's water quality standards.

Ms. Grant will be on the meeting to discuss her proposal to review the WQC documents for any concerns that might be specific to Greenbelt and to provide an update on the current status of the Maglev and related issues, such as Westport.

Attachments:

[2023-08-25 SCMAGLEV WQC Hearing Notice \(23-WQC-0007\).pdf](#)



**NOTICE OF PUBLIC INFORMATIONAL HEARINGS
APPLICATION FOR WATER QUALITY CERTIFICATION 23-WQC-0007**

Prince George's, Anne Arundel, and Baltimore Counties
Baltimore City

Staff Assigned: Danielle Spendiff

Case Number 23-WQC-0007/202061983

Baltimore-Washington Rapid Rail, 6 South Gay Street, Baltimore, MD 21202 has requested a State Water Quality Certification for a dedicated alignment and structures for a high-speed superconducting magnetic levitation (SCMAGLEV) transportation system between Washington, DC, and Baltimore, MD, with an intermediate stop at Baltimore/Washington International Thurgood Marshall (BWI) Airport. The SCMAGLEV alignment consists of both below ground and elevated rail on viaduct. SCMAGLEV infrastructure in Maryland includes the Cherry Hill Station and supporting ancillary facility sites such as maintenance of way (MOW), train maintenance facility (TMF), substations, systems, and fresh air/emergency egress facilities. The majority (approximately 70%) of the rail alignment in Maryland will be below ground with the remaining rail alignment elevated on concrete piers. The below ground sections will be installed using tunnel boring machines. The Project encompasses portions of Prince George's County, Anne Arundel County, Baltimore County, and Baltimore City. The proposed project is located within the following 8-digit watersheds: Anacostia River (02140205), Baltimore Harbor (02130903), Gwynns Falls (02130905), Little Patuxent River (02131105), Patapsco River Lower North Branch (02130906), Severn River (02131002), and Patuxent River Upper (02131104). All potential discharges are located within Use Class I and II waterways.

The Federal Railroad Administration (FRA) and Maryland Department of Transportation (MDOT) are developing an Environmental Impact Statement (EIS) in compliance with the National Environmental Policy Act of 1969 (NEPA), 42 USC 4321 et seq. At this time the alignment proposed in the request for Water Quality Certification (known as J-03) has not been accepted as the preferred alignment under NEPA. The proposed alignment will permanently impact 22.63 acres (985,631 square feet) of nontidal wetlands, 11.37 acres (495,071 square feet) of the nontidal wetlands buffer, and 8,781 linear feet (50,708 square feet) of nontidal waterways. The proposed project would temporarily impact 27.77 acres (1,209,800 square feet) of nontidal wetlands, 21.08 acres (918,308 square feet) of the nontidal wetlands buffer, and 17,691 linear feet (85,359 square feet) of nontidal waterways. Proposed impacts to Nontidal Wetlands of Special Concern (NTWSSC) and their expanded buffers are included in the above totals and consist of the following: permanent impacts to 1.96 acres (85,237 square feet) of NTWSSC and

2.97 acres (129,561 square feet) of NTWSSC expanded buffer, and temporary impacts to 0.49 acres (21,538 square feet) of NTWSSC and 3.56 acres (154,874 square feet) of NTWSSC expanded buffer. Approximately 52.6 acres of impacts to the 100-year nontidal floodplain are proposed. Tunnel crossings underneath tidal portions of the Patapsco and Anacostia Rivers would result in approximately 0.82 acres (35,578 square feet) of impacts to tidal wetlands. Compensatory mitigation requirements for all unavoidable impacts will be met through a combination of mitigation bank credits and permittee-responsible mitigation. Impacts are proposed within the Tier II watersheds of Beaverdam Creek 1 and Patuxent River 1; a social and economic justification (SEJ) is required for unavoidable impacts to the Beaverdam Creek 1 and Patuxent River 1 Tier II watersheds.

The purpose of this public notice is to solicit comments from the public about the proposed work and to announce the date of multiple Maryland Department of the Environment public informational hearings on the subject application. At this time, no decision has been made with regard to the request for water quality certification. Three in-person public hearings will be held for the project at the following locations:

- 1) Wednesday, October 11, 2023: 7:00-9:00 PM, with a poster session beginning at 6:00 PM
Ironworkers Local 5
9301 Peppercorn Place
Upper Marlboro, MD 20774
- 2) Thursday, October 12, 2023: 7:00-9:00 PM, with a poster session beginning at 6:00 PM
Lakeland STEAM Center
2921 Stranden Rd.
Baltimore, MD 21230
- 3) Tuesday, October 17, 2023: 7:00-9:00 PM, with a poster session beginning at 6:00 PM
Courtyard Marriott, Fort Meade
2700 Hercules Road
Annapolis Junction, MD 20701

A virtual online public informational hearing will be held on Thursday, October 19, 2023 from 7:00 PM to 9:00 PM. Interested parties may participate in the virtual online hearing using the following link:

Time: October 19, 2023, 07:00 PM Eastern Time (US and Canada)
Join Zoom Meeting:
<https://us06web.zoom.us/j/89236208049?pwd=K2JtL3d5V1dWaEwxZ3YwaE5ZL01XQT09>
Meeting ID: 892 3620 8049
Passcode: 886070
To join by phone:
+13017158592,,89236208049#,,,,*886070# US (Washington DC)
+13092053325,,89236208049#,,,,*886070# US

Comments can also be provided in writing at the public informational hearings, via email or U.S. mail. **Comments must be received on or before November 2, 2023.**

Public hearing documents, including WQC request documents, project plans, and planning documents will be made available in advance of the hearing on MDE's Wetlands and Waterways homepage at: <https://mde.maryland.gov/programs/water/wetlandsandwaterways/pages/index.aspx>. NEPA documents and other project information is available at <https://www.bwmaglev.info/>. Please refer to the Code of Maryland Regulations 26.08.02 for information regarding the Water Quality Certification application and hearing process.

Written comments or requests to be included on the interested persons list may be sent to: Maryland Department of the Environment, Attn: Danielle Spendiff, 1800 Washington Boulevard, Suite 430, Baltimore, MD 21230, or via email to Danielle.spendiff1@maryland.gov or by phone to 410-537-4023. Please refer to the Code of Maryland Regulations 26.08.02 for information regarding the Water Quality Certification application and hearing process.

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS 60 minutes (9:00 - 10:00 pm)

Subject:

Greenbelt Forest Preserve Master Trail Plan

Suggested Action:

On June 20, 2023, the City Council accepted the Forest Preserve Advisory Board Report # 2023-03, Greenbelt Forest Preserve Master Trail Plan.

Ms. Davis requested this item to be added to the agenda.

It is recommended that the City Council accepts the recommendations of the Forest Preserve Advisory Board.

Attachments:

[2023 Greenbelt Forest Preserve Master Trail Plan - DRAFT for Council_7-10-23.pdf](#)

Greenbelt Forest Preserve

Master Trail Plan

Draft June 4, 2023

Contents

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INTRODUCTION

The City of Greenbelt Forest Preserve protects more than 260 acres of forested land in six separate tracts (Figure 1). Established in city code by the Greenbelt City Council in 2003, the purpose of the Forest Preserve is to protect the forests in these areas, along with the wildlife and other natural features. A detailed description of each parcel and its history and stewardship goals can be found in the *Forest Preserve Stewardship Guidelines* (City of Greenbelt, 2019). The Forest Preserve is managed by the City of Greenbelt, guided by principles outlined in the Stewardship Guidelines.

When the Forest Preserve was established, the largest parcels in the North and Hamilton Woods were already traversed by a pre-existing, informal network of trails. The trails were not developed based on a master plan, and they have not been maintained by the city. Instead, trails have persisted largely due to public use. Maintenance is performed on an *ad hoc* basis by members of the public, with no coordination by the city. These impromptu trail maintenance activities have included the use of chainsaws to remove large logs, breaking and cutting of brush encroaching the trails, and construction of bridges and walkways over small streams and muddy areas.

When the Forest Preserve was established, the *Forest Preserve Management and Maintenance Guidelines* were developed by a Forest Preserve Task Force appointed by the Greenbelt City Council. In 2019, the Forest Preserve Advisory Board (FPAB) proposed, and the Council adopted an updated version, renamed the “Stewardship Guidelines.” The Guidelines acknowledge that passive recreation in nature is one reason for the existence of the Preserve, and that wise stewardship of the trail system is needed to minimize the impacts of recreation. The Guidelines also recognize that the current trail system is a source of concern. Briefly, trails have proliferated in the Preserve as new trails are established and old trails are rerouted around obstacles. Unregulated, unsanctioned maintenance has been important in maintaining the trails but is inconsistently carried out and in some cases is more extensive than is warranted. The Guidelines do not provide detailed recommendations for trail management. Rather, the Guidelines instruct FPAB to create a separate Master Trail Plan.

After the Stewardship Guidelines were adopted, the FPAB began work on the Master Trail Plan. After several initial discussions at board meetings, a virtual public scoping meeting was held on September 12, 2020. This meeting was an opportunity for members of the public to state concerns and propose solutions related to trails in the Preserve. During a series of meetings, the FPAB collaboratively produced this Master Trail Plan.

This plan lays out the goals and standards for stewarding and maintaining trails in the Preserve and addressing any issues that arise in the trail system. This plan also designates standards or provides options that the Greenbelt Public Works department should follow to preserve the natural unmanaged appearance of the Preserve. It authorizes the Environmental Coordinator, in coordination with the Public Works Director, to respond to issues that it discovers or issues that are reported by visitors to the Preserve to permit swift action when it would prevent harm to ecosystem health. The standard procedures in this plan are intended to detail the circumstances that warrant intervention, prescribe the techniques that the Environmental Coordinator may use, and limit the amount of disturbance that Public Works may create during maintenance activities.

The plan begins with an overview of trail management. The overview discusses issues to consider when managing trails and how the natural environment and visitor experiences help to set standards for different trails. The next section summarizes the current issues related to trails in the Forest Preserve. These include threats to the natural environment, such as trails traversing ecologically sensitive areas, trash along trails and over-zealous vegetation cutting around trails, as well as issues with trail routing, such as erosion on steep slopes, widening of trails in muddy areas and undercut trails along stream sides. Subsequent sections focus on the trail system in each Forest Preserve. These sections describe the natural resource concerns related to the specific trails in that tract and the desired experience for trail users, and detail issues that visitors may encounter, such as the width of trails, muddy areas, stream crossings, and the size of obstacles. Each of these chapters details the standards that Public Works may use to perform maintenance and address specific issues in that tract in accordance with this document. The final section focuses on how the city can make use of volunteers to carry out many of these activities and procedures for reporting problems.

This plan focuses on the major trails, particularly in the North Woods and Hamilton Woods Tracts. Major trails are those trails that are shown in Figure 2, which is a screenshot of Open Street Map. Open Street Map (www.openstreetmap.org) is an online, open source, community-created map that can be updated as the trail system evolves. The trails shown in Figure 2 are the most commonly used trails in the Preserve and shall be the official trail system of the Forest Preserve as described in the Stewardship Guidelines. These trails should be maintained in accordance with this document. Other trails, referred to as minor trails or social trails in this document, are not part of the official trail system. These may be closed, or their use otherwise discouraged. New trails should not be created by staff, volunteers, or general usage, unless a clear plan is presented to and approved by Council.

Figure 1. Map of the various tracts of the Greenbelt Forest Preserve

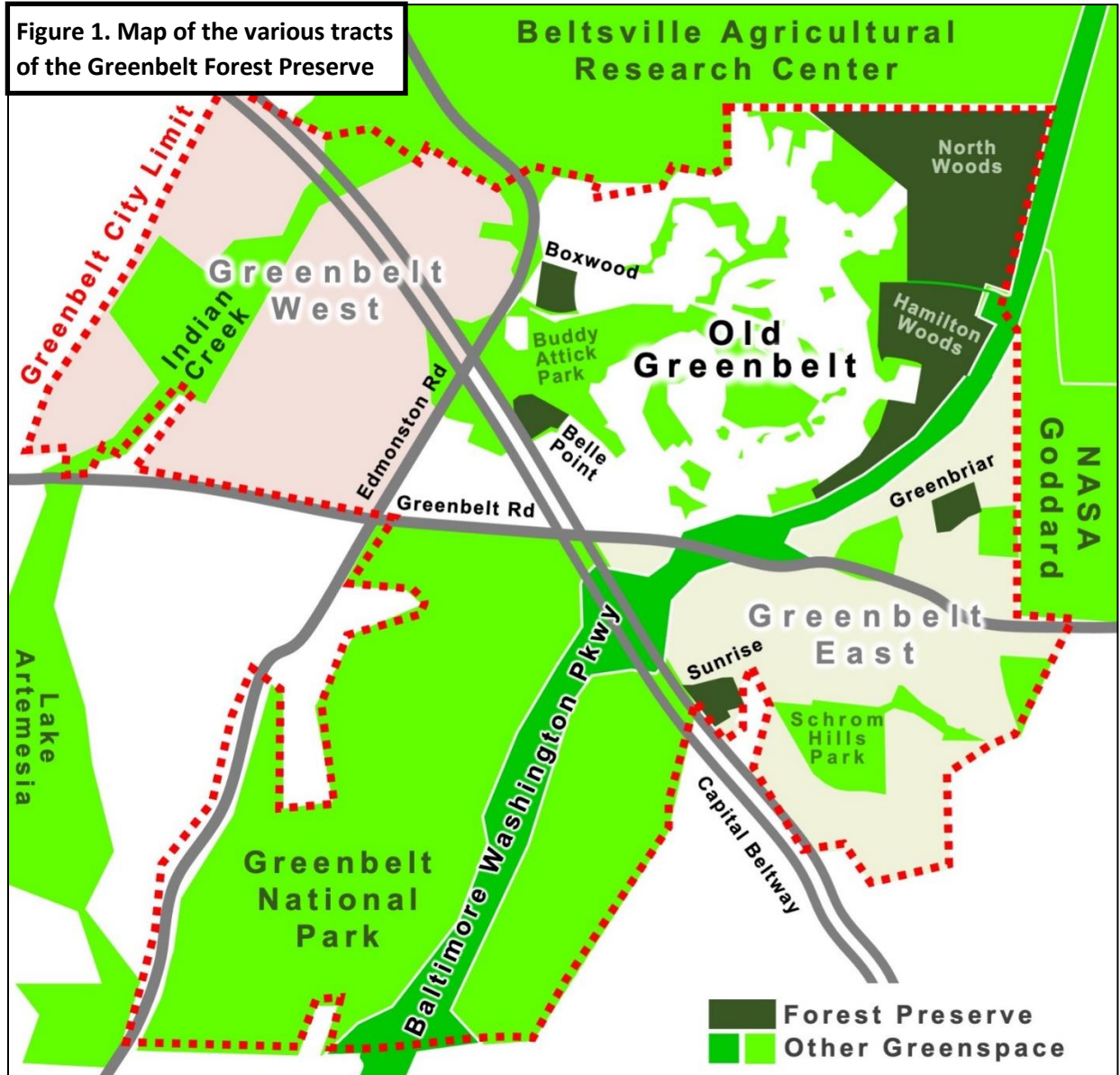
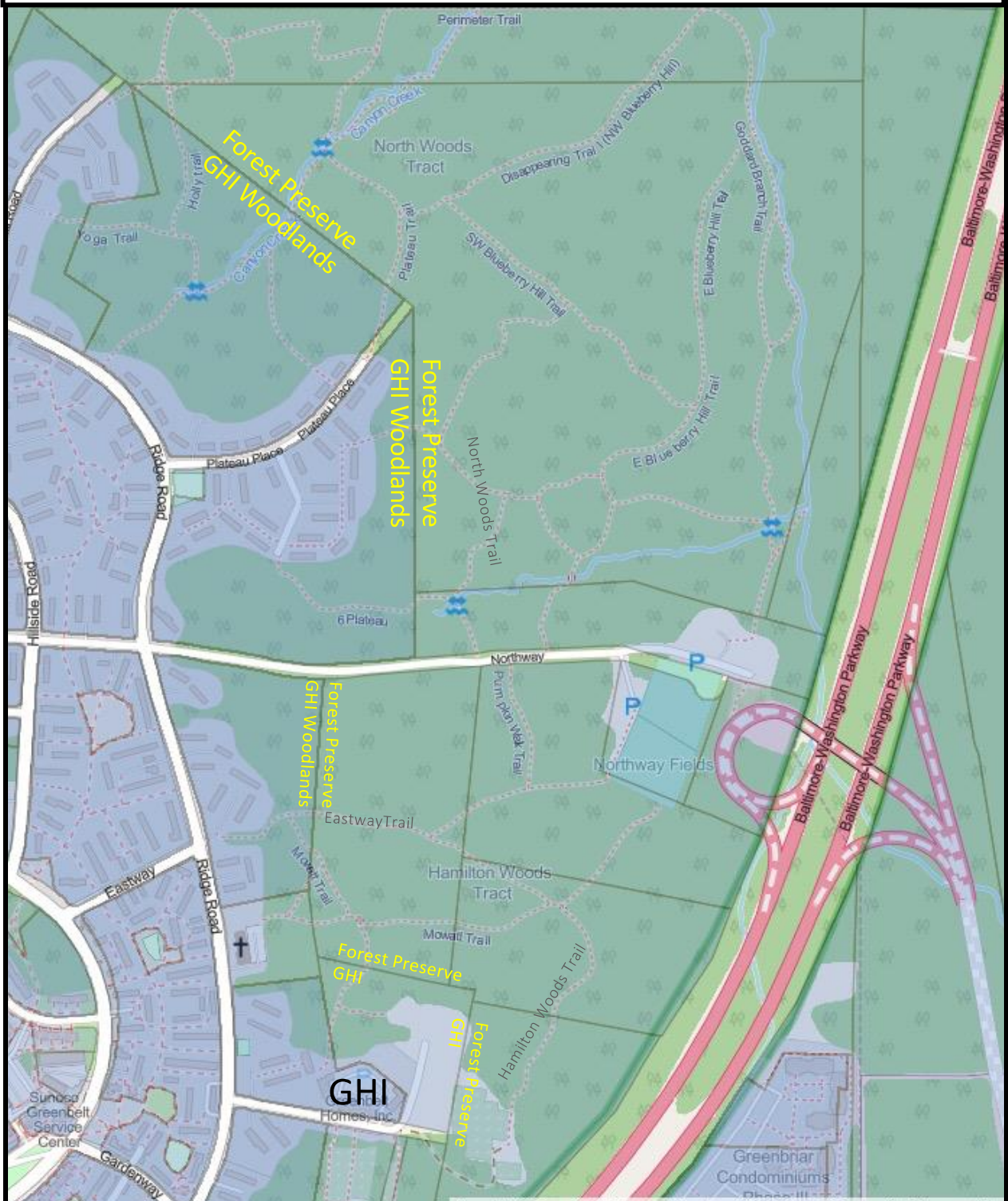


Figure 2. Map of trails in the North Woods and Hamilton Woods tracts of the Greenbelt Forest Preserve. This map is from Open Street Map with parcel boundaries added. These trails are the official major trails of these tracts.



TRAIL MANAGEMENT OVERVIEW

Why Have Trails?

Trails provide multiple benefits for the Forest Preserve and those who use trails.

- 1) Trails provide access for people to use and enjoy the Forest Preserve, which is a major rationale for having the Preserve.
- 2) Such enjoyment also creates appreciation of and support for the Preserve, which increases public support and helps keep the area protected.
- 3) In practical terms, trails make it easier to find one's way through the woods, with fewer obstacles and less chance of getting lost.
- 4) Trails help preserve forest habitat by efficiently concentrating impacts, such as soil compaction and trampling vegetation, into a narrow corridor. This can greatly reduce the total impact from hikers and make impacts easier to manage by keeping usage on already impacted areas and away from sensitive locations.

Why Manage Trails?

It may seem that trails are relatively permanent features that don't require much management except for occasionally trimming encroaching vegetation. However, if trails are left unmanaged, there can be a variety of negative consequences. These problems can be roughly divided into three basic categories.

- 1) Damage to the environment. Unmanaged trails can cause damage to the surrounding environment in a variety of ways. Once a trail has been established, the surface of the trail becomes compacted and unsuitable for vegetation. Unmanaged trails often grow larger as people expand them to avoid obstacles such as logs and puddles, which results in more loss of vegetation. People and their pets can inadvertently damage sensitive habitats, including wetlands such as vernal pools, seeps, and springs. Trails in a pristine forest are disturbances, and they can be the way that invasive species and trash are spread into the forest.
- 2) Damage to the trails themselves. If trails are unmanaged, erosion and overuse can ruin the trail itself. For example, damage to trails is often associated with poor water management. Trails that go directly downhill can turn into erosion gullies that are difficult to traverse and that ultimately pollute streams with sediment. Low muddy spots where water collects on trails are also problematic. When trail users walk through these areas they can deepen and broaden the mud and damage the trail in the process.
- 3) Detraction from the visitor experience. Trails primarily provide an opportunity for visitors to enjoy nature. Some visitors may not be able to use trails if they are blocked by fallen logs or overhanging plants. Those with limited mobility may be particularly affected by fallen trees, difficulty in avoiding brush and thorns, or muddy areas that are hard to traverse and pose risks of falling. Additionally, areas that are trampled, damaged or have litter detract from the experience of nature.

- 4) Illegal maintenance without oversight, guidance, or accountability. Trail maintenance by trail users is officially prohibited, and there have been no established procedures for maintenance by City staff. As a result, substantial unauthorized maintenance is done on a voluntary basis, without any oversight, guidelines, or accountability. Decisions about how much or how little to do are made individually by people engaged in unauthorized maintenance, without clear criteria about appropriate ways to minimize impacts or prevent future problems.
 - a. A notable and clearly visible part of this is the use of saws, including chainsaws, to cut through trees that fall across trails, with no provision for ensuring skills or safe practices by those using chainsaws. The tendency is to re-establish the existing trail, even when a detour rerouting the trail around the fallen tree might be more desirable in terms of ecology or user experience. Cut logs are usually placed beside the trail, with little attention to aesthetics or impacts on drainage from the trail tread.
 - b. Brush has been kept clear from most trails, typically by trail users bending back or breaking off branches, or cutting them with shears, including branches of holly and other trees, and thorny brush such as greenbrier and multiflora rose.
 - c. Branches and boards have been placed in muddy areas, with the intention to make them easier to cross. However, branches and boards can be ineffective, difficult, or dangerous to walk on and sometimes interfere with drainage and thereby worsen the problem.
- 5) Potentially hazardous areas. The current informal trails include locations where the trail runs along the edge of steep (and sometimes undercut) streambanks, or where trail users must climb up and down to cross entrenched streams and ravines, for instance, the slope down from the Observatory and mulch pile. Unauthorized bridges have been placed in multiple locations, without arrangements for inspection, repair, or replacement.
- 6) Ecologically sensitive areas. There have been no specific policies or procedures to prevent or limit development of informal trails that disturb ecologically sensitive areas.
- 7) Invasive species. Trails can provide an entry route for invasive species. Currently there is no process for monitoring or controlling the spread of invasive species along trails, such as stiltgrass or multiflora rose.

Proper trail management can prevent or minimize these negative consequences. Proper trail routing will protect the environment by avoiding wetlands and other sensitive habitats. Erosion and mud can be avoided by methods such as proper trail placement and minimal maintenance of the trails early when issues first arise. Finally, by keeping trails appropriately cleared, there will be less need for users to expand the trail system to avoid obstacles.

Goals for trail management

The goal for stewarding the trail system of the Forest Preserve is to provide Preserve visitors with hiking opportunities in a natural setting, while ensuring the protection of the surrounding environment. Standards for trail maintenance will be determined by considering both the environment and trail use.

In the Forest Preserve, the environment ranges from relatively undisturbed forest interiors in the North Woods Tract to more disturbed forests in other smaller tracts. Undisturbed areas far from the forest edge generally have fewer invasive plant species and are less likely to have trash, which makes protecting these areas particularly important. Some tracts have steep slopes which are susceptible to erosion, while others do not.

There are a variety of reasons why people visit the Preserve. Users vary from single hikers who are looking for a solitary experience in nature to small groups of family and friends. Some are walking or running for exercise. Others may use trails for walking their dogs while enjoying nature. Occasionally, larger groups will visit the Preserve for educational or cultural activities, such as the annual Halloween Pumpkin Walk. Some users may prefer a more challenging, longer hike with downed logs and similar debris to clamber over. Other users may not be able to hike on trails with significant obstructions.

Not every trail will be ideal for every use. Trails with steep slopes or near sensitive environments are poor choices for large group activities. Trails that are more remote are better suited for solitary and more challenging hiking, whereas trails that are near entrances will generally have higher traffic and could be managed to have fewer obstacles. To the extent possible, the trails system should accommodate users with a variety of athletic abilities and interests.

Standards

To achieve this goal, standards have been set for each tract in the Forest Preserve. Tracts and areas that have the most intact natural environments have standards that focus on minimal maintenance and emphasize protection of the environment. Tracts that are more disturbed are better suited to trails that are more maintained and are easier to traverse. Standards take into consideration the layout of the trail system, the degrees to which obstructions are tolerated and the physical standard for the trails.

The layout of the trail system should avoid ecologically sensitive areas that can be inadvertently damaged by hikers. The trail system should not include unnecessary trails, such as unnecessary informal (aka social) trails, parallel trails that connect the same two points, or confusing junctions that could be simplified. Given the extensive nature of the current trail system, it is unlikely that many new trails will be added, but some existing trails may need to be improved, rerouted, or closed.

Trail obstructions are downed logs and branches that are obstacles for hikers using the trail. Leaving obstructions in place is the least intrusive option, and some hikers enjoy overcoming these obstacles. However, if the obstruction is large enough, hikers will create a new trail to go around it, which is damaging to the environment. Keeping trails obstruction-free is more intrusive and requires more effort but a trail with fewer obstructions is accessible to more people. Later sections in this plan specify the size and types of obstructions that will be removed in each tract.

Each tract will have specific physical standards for the trails. These include the width of the trail, how uneven the trail should be, how steep the trails should be and how wide and tall an area should be

cleared of overhanging vegetation. As with obstructions, there are tradeoffs in minimizing impacts, keeping trails open and the amount of work needed for trail maintenance.

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TRAIL PROBLEMS AND MAINTENANCE OPTIONS

This section describes some key problems that are found along the trails in the Preserve and the various options for remediating those problems. These issues fall into several categories: location-based problems, trail creation and blockages, trash, and accessibility. While this section discusses various problems, it should be noted that the existing system of trails in the Forest Preserve seems to be stable and, with some specific exceptions, is in relatively good condition.

The maintenance standards in this document are designed to protect and enhance the natural character of the Forest Preserve and the experience of those using trails. Maintenance standards and activities are based on the *Stewardship Guidelines* for the Greenbelt City Forest Preserve and the ideas presented in other sections of this Plan. Maintenance activities will require a thoughtful and minimalist approach, which will be intended to facilitate appreciation and enjoyment of the Preserve. This includes having trails that are appropriate to the terrain and ecosystems; avoiding or minimizing impacts such as erosion, soil compaction, and damage to vegetation; and enabling safe passage within the Forest Preserve.

This document does not envision or authorize a large amount of modification or additional work on the trail system. Rather, the Plan provides guidelines and standards of care for major trails to keep them available and enjoyable in a sustainable way. For additional information on trail design and maintenance, see the references at the end of this chapter. For a particularly relevant source that discusses physical processes while emphasizing design to fit with and help enjoy nature, see *Natural Surface Trails by Design: Physical and Human Essentials of Sustainable, Enjoyable Trails* by Troy Scott Parker.

Gullied or Eroded Trails

Trails that go straight down steep or shallow inclines and hills can become gullied and eroded. People walking along trails compact the soil and knock leaves and smaller soil particles to the side; such trails develop a “cupped” shape lower than the surrounding areas. When trails slope downhill along a “fall line,” rainfall runoff accumulates and erodes the trail, with large flows gaining much greater erosive power. Eventually this can turn trails into gullies that are unsightly and unpleasant to walk in, since the runoff also erodes soil and damages vegetation.

Maintenance Options: While it is usually impossible to reverse or repair major erosion, various options can prevent or limit erosion and remedy problems with gullied trails.

1. Periodic maintenance can improve drainage from the trail tread by removing accumulated leaves and soil (berm) on the downslope edges and, where feasible, by reshaping the tread to restore the diversion of water off the trail (outslope).
2. New trails or realignment of existing trails can be designed to rise and fall so that the trail tread forms a series of “mini-watersheds” that drain and disperse runoff and prevent concentrated flows.
3. In existing trails, “rolling grade dips” may be installed to move water from the trail. These use a shallow swale and ramp of soil to divert water off the trail into a steeper ditch, swale, or

lower-lying terrain, while keeping the trail easy to walk across. Properly built rolling grade dips can minimize needs for continuing maintenance.

4. Waterbars or steps can be built using wood or stone across trails to divert water and limit erosion. However, waterbars tend to require regular maintenance to remove accumulated debris. Wooden waterbars rot and require periodic reconstruction.
5. Where trails are deeply entrenched, closing and rerouting the trail to one side or the other may be the best solution. In the former trail section, this might involve installing berms, trenches and possible planting to control erosion and promote ecological recovery. Informal shifts in trail location have already occurred, for example, as of 2023, in the uphill sections of the trail connecting the Pumpkin Walk Trail to Eastway Road/44 Court Ridge Road.

Wetlands and Persistently Muddy Areas

Trails that go through low wet areas can become mud pits. People try to avoid muddy areas by going around them, which often results in trampling of vegetation and widening of trails. Where branches or boards are put down to provide a place to walk, these can sometimes further obstruct drainage and worsen drainage problems. Often these trails are also traveling through sensitive habitats such as seeps, bogs, and wetlands.

Maintenance Options: It may be appropriate to accept that some portions of trails will be temporarily flooded and unusable for periods of time during and after heavy storms, while still being available most of the time. This is often the case for less popular trails that do not show any signs of widening.

1. Maintenance and minor reshaping of trail tread and drainage into ditches or swales may be sufficient to reduce or eliminate some persistently muddy areas.
2. If the topography permits, trails may be realigned to go around wetlands, such as seeps, springs, and low-lying areas, where water tends to collect.
3. Log cross-sections (“tree cookies”) can be placed like steppingstones to facilitate crossing muddy areas. Narrow board walkways, elevated on cross-pieces, can also be a practical way to enable comfortable passage along a trail through wetlands, while allowing water to stand or flow underneath. Supporting cross-pieces are aligned parallel to the flow, with an elevated trimmed log or board on top at right angles to the flow.
4. In some cases, culverts can provide drainage underneath a trail. Culverts can be designed to be unobtrusive but do require periodic maintenance. Adverse impacts from drying out wetland habitats should be considered and avoided, especially for sensitive habitats such as seeps and vernal pools.

Stream Crossings

The Preserve has a variety of ephemeral and permanent streams and drainage channels, some of which are deeply channelized. Ephemeral streams flow only intermittently after rains. For some trail users, stream crossings may be challenging or make it impossible to use the trail. Bridges can make it easier to cross streams, and several bridges exist at stream crossings. Bridges require construction and may detract from the natural experience. Bridges also require monitoring and repair to keep them safe and sound. Bridge construction risks creating a cycle of further construction to improve, protect, or rebuild bridges that become increasingly large and elaborate.

Maintenance options: It may be wiser and more consistent with a natural experience to accept that streams may become temporarily difficult or impossible to cross during and after heavy rains, requiring trail walkers to use alternate routes.

1. Stream crossings can be stabilized by building steps to provide sound footing for going up and down stream banks, including reinforcement using logs to facilitate crossing the stream. This kind of improvement of stream crossings can also help keep users on a single path and so reduce damage to vegetation and erosion of stream banks.
2. Bridges may be constructed at selected locations on major trails, or existing bridges that were built without authorization may be retained, especially in the Hamilton Woods, which is considered an appropriate area to support educational and other organized activities.
3. Retain the “Diving Board Bridge” in the Hamilton Woods. It has become part of local folklore and history, even if it is somewhat discordant with the intended natural character of the Preserve.

Steep Stream Banks and Slopes

Several streams in the Preserve are deeply channelized, often six or more feet below the surrounding land. In some cases, trails run directly adjacent to high stream banks that are undercut. Some streamside trails also go down slopes at a very steep grade, making them difficult and potentially hazardous to use. Contemporary approaches to trail design tend to avoid following directly along the edges of streams, cliffs, or water bodies, and instead usually keep the trails some distance away with occasional short spur trails, where trail users can go and enjoy a view.

Maintenance options: Close, reroute, or realign trail.

1. Trails can be closed or rerouted where seriously undercut or too steep to easily traverse.
2. In some cases, a modest realignment of the trail could provide enough setback from the edge of a stream or slope. For example, as of 2023, some of the trails along Goddard Branch already stay six to ten feet away from the edge while still allowing a view of the stream.
3. Where trails are located on steep slopes, construction of new trail at a more gradual grade, possibly with switchbacks, is an option.

Sensitive Habitats and Hazardous Areas

Some ecosystems, such as springs, seeps, vernal pools, and wetlands along streams, may contain rare species and are particularly sensitive to the impact of people walking through them. Other areas in the Preserve contain archeological features and old dumpsites with rusty metal, broken glass, barbed wire, and other hazards. In both such cases trails should avoid sensitive or hazardous areas and minimize usage, particularly by those unaware of these risks and how to avoid them. Increased trail usage from 2020-2023 has created or expanded some trails that approach or go through sensitive habitats.

Major trails can be pro-actively maintained to encourage users to keep to suitable trails. One example (as of 2023) would be to maintain a single major trail along the west side of Goddard Branch and to discourage visitors from going on the east side of the stream. Another example would be to maintain the current major trail leading north from the Hamilton Community Gardens and discourage development of side trails into the adjoining former dumpsite areas.

Maintenance options: When trails enter areas with sensitive habitats, there are several options for minimizing harm.

1. Sensitive areas deserving protection can be identified and designated.
2. Trailhead signage can encourage visitors to keep to the trails and discourage entering sensitive areas.
3. Trails leading into or near sensitive areas may be closed, rerouted, or modified to limit or discourage use.

Social Trails

Social trails are minor trails or trail segments that are created by people as they cut corners at trail junctions, find new paths around blockages, move away from eroding stream banks, or simply take a new direction in the forest. Trail junctions become unnecessarily complicated, when “triangular” junctions are created by such shortcuts. Braided trails with multiple parallel paths may occur when a trail is blocked, or a trail travels too close to an eroded stream bank. These issues can amplify impacts on vegetation and wildlife habitat and make navigation more confusing. New trails are also created, when enough people desire to hike to a new location or create access to a new part of the forest. Creation of new social trails can lead to greater impacts on habitat, increased erosion, and other issues, and is therefore discouraged.

Maintenance options:

1. Maintenance should be done so it encourages use of the major trails and discourages use of social (minor) trails.
2. Unnecessary or damaging trails should be closed or re-rerouted to reduce users’ impacts on the forest.
3. New trails of all types should be carefully considered and only approved where there are strong reasons for doing so.
4. A degree of redundancy could be tolerated as an aspect of the trail network that developed informally.
5. Where there is no strong reason to have a divided trail, one branch can be kept and the other closed off. Similarly, for a network of braided trails (such as along Goddard Branch) one route could be designated as a primary trail. The other braided trails might be closed off, or more subtly discouraged by pro-active maintenance of the main route.
6. Junctions could be simplified, for example to make a simple “T” or “X” shaped trail intersection, closing off redundant routes. This can also make it easier to notice and remember junctions for safe navigation and return.
7. Trails may be closed using brush and other treatments. Temporary signage may be used confirm the change and point users in the correct direction. Activities to facilitate environmental restoration could include digging to de-compact soil, creating small trenches and berms to promote rainfall infiltration and reduce erosion, and transplanting vegetation, such as saplings or shrubs.

Fallen Trees and Other Trail Blockages

Fallen trees are a natural occurrence and an important part of forest ecosystems. However, such “blowdowns” may block trails and can be unstable and hazardous to those trying to go over, under, or

through them. Where people detour around blowdowns this can unnecessarily compact soils and trample vegetation. If sawn logs from fallen trees are not appropriately arranged, they can appear ugly and unnatural and may obstruct drainage.

Maintenance options:

1. Fallen trees should be promptly reported and assessed, so the situation can be addressed before people create informal detours. The assessment should consider whether rerouting the trail might be easier or more desirable, including making the trail more interesting and better fitted to the landscape and scenery.
2. If rerouting seems the best choice, then a new route should be temporarily marked with flagging tape and perhaps temporary signage. Where necessary, vegetation might be cleared along the new trail route. On sloping land, the new trail tread may need to be shaped to make it easier and safer to walk and to facilitate drainage. Current approaches to trail design tend to favor building trails along sloping areas, to better manage drainage, so this could be a consideration in realigning trails around fallen trees.
3. If reopening the existing trail alignment seems like the best choice, then branches and tree trunks obstructing the trail should be cleared away within a specified clearance area. Trees may be left in place where they are relatively easy to step across, such as tree trunks or branches up to a specified height above the trail, e.g., 12 inches. In many cases manual tools such as loppers and handsaws are sufficient to make the trail passable again. Chainsaws may need to be used (by qualified operators) for larger tree trunks and branches or blowdowns of multiple trees.
4. The presence of dead trees and branches above and beside trails is normal for a natural forest and accords with the purposes and principles for managing the Forest Preserve. Trailhead signage might warn hikers of the risks of falling limbs and the danger of using trails during storms or high winds. In exceptional cases, pro-active steps might be taken to remove dangling limbs or trees precariously overhanging trails, if these seem to pose a high risk.

Branches and Brush in Trails

The major trails in the Preserve appear to have been kept open through informal maintenance such as pruning, bending back, or breaking off vegetation in the trails, as well as stepping on plants growing in the trail. Trees, shrubs, and other vegetation that grow into the trail may make hiking difficult, including problems with thorns, poison ivy, and exposure to ticks. Some degree of encounter with such hazards may be considered a part of the natural experience of walking in the Preserve.

Maintenance options: Established major trails, such as those shown on Open Street Map, generally show a trail tread 12-24 inches wide and an area cleared of vegetation 3-4 feet wide at waist to shoulder height. Maintenance of trail width should remain consistent with how they have developed with usage over time.

1. Occasional partial obstruction of trails by vegetation may be treated as a normal condition for trails.
2. For major trails, a “clearance area” could be specified for periodic removal of brush. For example, this could be specified as a roughly oval area about 3 feet wide and 6 1/2 feet high from a trail tread 18 inches wide. For minor trails, a narrower clearance area and trail tread could be specified, for example 2 foot wide and 12-inch trail tread.

3. Invasive species, such as multiflora rose, Japanese honeysuckle, wisteria, and stiltgrass, may be pro-actively removed in and alongside trails, to keep the trail open for use, control spread of invasive species, and to provide more opportunity for native plants to grow and to be enjoyed along trails.
4. Poison ivy may be removed if it is growing where those walking along the trail are likely to touch the plant. The presence of poison ivy alone does not necessarily trigger a need to clear vegetation.
5. Before or during activities to maintain the trail's width, native species that are rare or otherwise deserve special protection should be identified and marked, and those activities must avoid excessive impact to the rare plants.

Trash and Litter

Litter appears currently not to be a major problem along most trails, perhaps due to good habits by most trail users and volunteer collection of litter by individuals. Some tracts do have issues with litter. The Sunrise Tract has immense amounts of trash in the forest and on the forest edges, and the Greenbriar Tract often has litter along the trails. Additionally, there are some cases of manufactured materials, such as rugs and old metal, in or along trails. In some locations unauthorized campsites have been set up in the Preserve, leaving behind boards, roofing, mattresses, and other materials.

Maintenance options:

1. Trailhead signage can encourage "Leave no trace" practices of not littering and avoiding impacts on the Preserve.
2. Specific sites could be identified where organized clean-up efforts are needed, for example through volunteer workdays.

Rerouting Trails

Public Works may reroute short sections of trail to address problems enumerated above. Proposals for new trail segments longer than 100 feet will be submitted to Council through FPAB for review and approval.

Sources for Information on Trail Design and Maintenance

1. *Forest Preserve Stewardship Guidelines*. City of Greenbelt, Maryland, 2019. <https://www.greenbeltmd.gov/home/showpublisheddocument/16685/637194378187630000>. Hereafter referred to as SG.
2. *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>
3. *Trail Fundamentals and Trail Management Objectives*. USDA Forest Service. September 2016. <https://www.fs.usda.gov/managing-land/trails/trail-management-tools/trail-fundamentals>
4. *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>
5. *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

6. *Lightly on the Land: The SCA Trail Building and Maintenance Manual*. By Robert C. Birkby. The Student Conservation Association. Mountaineers Books. 2005.
7. *Appalachian Trail Design, Construction, and Maintenance*. By William Birchard, Jr., and Robert Proudman. Appalachian Trail Conference. 2000.

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NORTH WOODS TRACT

General Considerations

The Forest Preserve *Stewardship Guidelines* describe the trails in the North Woods Tract as primitive and stipulate that they receive minimum maintenance (SG, pp. 13-14 and ii).

Trail maintenance in the North Woods Tract shall be of low intensity to preserve the distinctive character of hiking there. The demanding and primitive nature of this trail network creates a different visitor experience than the easy strolls that may be available along the trails in Greenbelt Park, Schrom Hills or Buddy Attick Park. In the North Woods, a visitor must use wayfinding skills at trail junctions or along indistinct sections of trail because the *Stewardship Guidelines* (pg. 14) stipulates that trails remain unmarked. A degree of physical interaction with nature is required, such as brushing aside branches, stepping over logs, and watching for mud or an exposed root.

The goal for trail maintenance in the North Woods Tract is to preserve the primitive nature of the trails, while also identifying and responding to situations where trail maintenance is warranted to avoid or reverse ecological damage. General policies include the following:

1. Refrain from trail-maintenance activity or creating a new trail unless it is necessary to maintain ecosystem health (SG, pg. 14).
2. When the severity of a trail problem or the best solution is unclear at a particular location, monitor that location rather than act prematurely.
3. The Forest Preserve is to be maintained so that it appears to be a "wild place free from structures, refuse, or other man-made marks" (SG, pg. 3). This guidance means that a trail-maintenance solution should blend into the surroundings rather than call attention to itself as being a human-made alteration to the forest. In the North Woods Tract, trails shall have no blazes or other permanent markings (SG, pg. 14). Avoid permanent signage in the interior of the North Woods Tract (SG, pg. 15).
4. Trail maintenance shall alter biota, soil, water flow, or visitor experience to the minimum extent possible.
5. While bridges are generally unnecessary at stream crossings in the North Woods, there may be locations where a bridge would facilitate management goals and avoid ecosystem harm. A bridge may be necessary if visitors are frequently creating impromptu bridges. As per the *Greenbelt City Code*, bridges are permitted when necessary (12-156c, d).
6. Trail maintenance should avoid unnecessary pruning (12-156m) or otherwise harming plants (12-157a).
7. Living trees larger than 1" diameter at 4.5' off the ground shall not be cut to create a new trail segment. New trail segments should be designed to avoid cutting small trees and shrubs when possible.
8. Trail maintenance should use material found along the trail. Do not import material such as sand, gravel, boulders, fill dirt, wood chips, straw, or lumber into the Preserve. Woody material from whole logs is acceptable for muddy areas as described in the Mud section below. Some imported material could introduce pathogens or invasive species (prohibited by City Code 12-

156h). Some imported material would clash visually with the forest's rocks, soil, and ground cover (SG, pg. 3).

9. Trail maintenance in the North Woods is intended to be of a limited intensity that can be accomplished primarily with hand-held tools and without construction machinery or motorized vehicles. For example, avoid regrading of the soil unless a plan is approved by Council for a specific project (*City Code*, 12-156b, j). Under no circumstances should trail maintenance change the course of a body of water, except for minor adjustments for trail drainage, such as trail-tread maintenance using manual tools (*City Code* 12-156e).

The Environmental Coordinator shall apply these general policies to the specific trail conditions listed below. These policies only apply to major trails. Social trails should be addressed in accordance with Chapter 3.

Narrow or Indistinct Trail

The trails in the North Woods Tract are narrow, generally consisting of a 12-to-18-inch-wide tread with no shoulder. Narrow trails are desirable because they add to the primitive feel of the trail network, and they reduce the amount of undergrowth destroyed.

A "tread" is the vegetation-free ground that is walked upon. A "shoulder" is an area adjacent to the tread where any ground cover is regularly cut close to the ground. A shoulder may slope away from the tread and be covered with fallen leaves and branches.

Maintenance activities are not authorized if the trail simply becomes seasonally indistinct in places, such as in autumn when trees lose their leaves. Soon after leaf-fall, the habitual use by visitors familiar with the trail will make it more visible once again.

Some trails have become indistinct because of the rapid growth of ground-covering invasive species, such as Japanese stiltgrass. Possible responses include allowing such trails to be abandoned or take action to keep them open. Consideration should be given to whether cutting back invasives sufficiently to reopen a trail would create a bare spot that would give even more aggressive invasives a chance to take hold.

In the North Woods Tract, permanent markings, such as blazes painted on tree, shall not be used to address the problem of an indistinct trail (SG, pg. 14). Temporary trail markings, such as brightly colored biodegradable flagging tape, may be attached to trees for a limited time to help reestablish a desirable section of trail that has grown faint.

Undergrowth

One characteristic that helps establish the primitive feel of the trails in the North Woods Tract is that undergrowth is not cleared near the trail. In many portions of the forest, trees, bushes, and other undergrowth grow immediately adjacent to the narrow trail tread. The trail tread should generally be no wider than 18 inches, and in ecologically sensitive areas, the trail tread should be limited to a 12-inch width. Occasional stray branches will grow across the trail.

Ticks live on the forest floor and on forest plants. In literature about the Forest Preserve, visitors shall be encouraged to take precautions against ticks, such as wearing proper clothing, wearing repellent, and checking for ticks after hiking.

A branch that grows across a trail may be cut if any of the following are true:

- The branch has grown too rigid to brush aside and is less than 6 1/2 feet from the ground,
- The plant is poison ivy,
- The plant is an invasive species,
- The branch has thorns, or
- There is a large mass of branches in one place that make the trail difficult to follow.

The ecological justification for such pruning is that, in its absence, visitors might excessively damage vegetation or make new trails to avoid these obstacles.

Mud

Intervention is unnecessary at locations along the trail where mud occurs occasionally after rain.

Intervention may be needed, if a location is persistently muddy, such as where the trail passes near a seep or crosses a minor stream. The ecological justification for intervention would be that, without remediation, a large and persistent mud patch along a trail would lead visitors to trample and damage undergrowth nearby, as they try to avoid the mud.

Monitor muddy locations for the following signs that the problem is becoming severe enough to justify action: shoeprints visible in mud, hikers placing logs across the mud patch, or the trail becoming significantly wider. The following solutions are permitted:

1. Use soil from the Forest Preserve to raise the trail bed a few inches above the surrounding ground level so that water runs off the trail rather than pooling on it. To restore drainage, it may be helpful to remove built-up leaves or dirt along the edge of the trail tread.
2. Reshape the trail bed for water to drain away from the trail, or make a shallow swale, an earthen "rolling grade dip" or, if necessary, a waterbar with wood or rocks.
3. Place a large log or logs across the mud patch for hikers to walk over with the log or logs oriented parallel to the trail. The log may be split or have its top surface roughened. If necessary, raise the log(s) a few inches above ground level to allow water to flow under them. Maintain a natural, rustic appearance. Avoid constructing bridges with sawn planks or manufactured fasteners.
4. Using dead wood, construct a "corduroy road" with short logs oriented perpendicular to the trail and spaced wide enough apart that water can continue flowing across the trail. To reduce its visual impact, keep such a road narrow, sufficient only for one-way traffic.
5. Use log disks (tree cookies) as stepping "stones" where one or two would be enough to cross a wet spot.
6. Relocate a short section of the trail away from the mud to a location where a new mud patch is unlikely to form. Avoid this solution in locations where the undergrowth has especially high ecological value or if it would be likely to end up creating two low-quality trails instead of one high-quality trail.

When considering options to solve a mud problem, do not take any actions that would lead to significant changes in the natural course of any body of water, an action the *City Code* 12-156e prohibits. Comply

with the Stewardship Guidelines to maintain the appearance of a "wild place... free of man-made marks" (SG, pg. 3) by avoiding actions that would be visible from a distance, standing out from the forest background.

Erosion

Monitor locations that are experiencing erosion for conditions that suggest that erosion is significant enough to require trail-maintenance. Check if erosion will turn this section of trail into an intermittent stream or expose roots above ground level making them a significant tripping hazard. These conditions may lead visitors to trample a wide swath of undergrowth to avoid that section of trail. A natural opportunity for creating a new section of trail occurs when a tree falls across the eroded section of trail, as discussed below in the section on fallen trees.

If erosion is significantly altering the trail, The Environmental Coordinator may

1. Reshape the trail bed using soil from nearby,
2. Make a shallow swale or an earthen "rolling grade dip" or,
3. Construct water bars with wood or rocks.

If it is not possible to redirect water away from the trail to avoid a severe erosion problem, Public Works may propose creating a new section of trail and closing the eroded section. However, making a new trail section may be counterproductive in easily eroded soils because the new route may soon erode just as deeply as the original route. New trail segments should conform with best practices for trail creation to prevent erosion. Proposals for new trail segments longer than 100' will be submitted through FPAB to Council for approval.

Drop-offs and Steep Slopes

Existing trails next to a steep drop-off should be rerouted away from the drop-off. A near vertical drop of 3 or more feet may count as steep, such as occurs along Canyon Creek and Goddard Branch in 2023. Rerouting the trail 4'- 6' feet away from the top of the drop-off will significantly reduce the chance that an unobservant hiker would fall, while avoiding significant change to the view along the trail. Such a minor change would count as a "modest realignment" (as cited in Chapter 3, p. 12). In contrast, the public would be less likely to accept a major change in a trail's location, for example, one that lacked the pleasant view of a stream available along the original trail alignment. The Environmental Coordinator may reroute short sections of trail to avoid steep drop offs. Proposals for new trail segments longer than 100' will be submitted through FPAB to Council for approval.

Trail-maintenance action may also be advisable in some places in the North Woods Tract, where a short section of trail goes up a slope that is steep enough that hands must be used to avoid slipping. In a few places, a trail climbs the side of an erosion gully with or without a stream along its bottom. To assess whether trail-maintenance action is needed, examine the trail for widening, which would indicate people were trying multiple alternatives to avoid having difficulty with the steep section. Trail widening is evidence of ecological damage.

If action is needed, the least intense solution is to bypass the steep section by reopening an earlier trail alignment. A more intense solution would be to create a new trail segment that traverses the steep slope using a switchback. The least desirable solution is to build steps up the steep trail section because the Stewardship Guidelines require the appearance of a "wild place... free of man-made marks" (SG, p.

3). If steps must be built, use material from the Preserve, not lumber, rocks, fasteners, or other material brought in from outside the Preserve. Endeavor to maintain a natural, rustic appearance.

Stream Crossing

A bridge or other structure is not needed at most or all stream crossings in the North Woods Tract. Excluding Goddard Branch, the streams carry at most a few inches of water and are no more than a few feet wide. Leave a stream crossing unaltered, if the stream provides firm footing and is less than an inch deep.

In the North Woods, a trail that crosses a stream that flows along the bottom of a 3-to-6-foot-deep erosion gully may also be better left without bridge or other structure. Such structures would be needed, only if there were evidence that visitors have trouble climbing up and down the sides of the gully. Evidence that this were the case would be that the trail had widened considerably, as people try different spots to scramble up the bank. If a troublesome crossing is to remain in use, then the crossing should be made easier to walk and one route may be marked distinctly with natural material. For a brief time, brightly colored biodegradable flagging tape may be used to highlight the location of the enhanced stream crossing, if it might otherwise be missed by walkers. No permanent markings are to be placed in the North Woods.

If some sort of aid is needed at a stream crossing, seek a solution that avoids bringing in material from outside of the Forest Preserve. For example, a section of tree trunk may be cut from a tree that fell in the Preserve. The top of the log may be flattened to make it easier to walk across.

There are several reasons to dismantle a bridge, whether it was built by the City or unauthorized volunteers. The Environmental Coordinator or FPAB may propose the removal of a bridge, if it does not contribute to ecological goals, if a nearby trail crosses the same stream without needing a bridge, if the bridge is unsafe, or if the bridge is built with material from outside of the Preserve.

Fallen Trees

Trees across the trails are common on the primitive trail system in the North Woods. To maintain this aspect of the Preserve, intervention is unnecessary if a tree falls across a trail and the tree trunk can be stepped over, ducked under, or walked around. If the top of the trunk is only 18 inches above ground, it can be stepped over. If the bottom of the trunk is at least 5 feet above ground, it can be ducked under. If the tree's base is within 5 feet of the trail, then the tree can be walked around.

If the tree fell in such a way that the trunk or branches are more than 18" from the ground and less than 5' from the ground, The Environmental Coordinator may cut an opening that is sufficiently wide to make the trail passable, leaving the rest of the tree where it fell. This response is the best option if the original trail alignment is desirable, and the undergrowth is sensitive at this location. Alternatively, staff may leave the fallen tree alone and create or allow a new trail section that detours around it. This action is the best option if the original trail location or orientation was undesirable. In this case, excessive trampling of vegetation and compaction of soil could be reduced by promptly assessing a fallen tree and temporarily marking the trail to provide clear indication whether the goal is to reopen the original trail or cut a bypass. If the desirable option is to construct a new route around the fallen tree, this decision may be indicated with temporary markings or placing dead branches along the new alignment. When the desirable option is to reopen the original trail, this may be achieved in some cases by cutting off

some of the fallen tree's branches rather than completely removing the trunk and branches from across the trail.

In the case of trails along the fence between the Forest Preserve and BARC in 2023, fallen trees provide an opportunity to gradually create a more meandering natural-feeling trail. For this reason, preference should be given to rerouting the trail rather than restoring the alignment directly along the fence line. The parcel line between the Preserve and USDA's property is several feet south of that fence, so removing trees from the fence is not legally allowable.

Lastly, one can simply monitor the situation at a fallen tree. The best option may be to refrain from immediate trail-maintenance action, if the trail is still passable and there is no risk of major ecological harm from either a new trail forming or the original trail continuing to be used.

DRAFT

HAMILTON WOODS TRACT

General Considerations

The Forest Preserve *Stewardship Guidelines* set several goals for trails in the Hamilton Tract (SG, pp. 14-15). Trail maintenance should support informal experiential and educational events and activities, such as the Pumpkin Walk, and allow temporary, non-destructive marking of trails for these events.

The trails should maintain the existing access from the James Wolf Athletic Fields, Northway Road and the GHI woodlands. Trails between Gardenway and McDonald field should be minimally maintained as they currently receive relatively little use.

The portion of this tract between Hamilton Place and Gardenway, known as Area D, is noted in the Guidelines as the most suitable of all Preserve tracts for planning and managing a hiking area accessible to those using chairs, walkers, or other mobility devices. Developing interpretive trails that are easy to use and barrier-free will make a portion of the Forest Preserve available to a larger segment of the public without threatening or compromising the character and quality of the Preserve as a whole.

Finally, the area just south of the James Wolf Athletic Fields is the site of a former landfill. The presence of landfill materials in areas near existing trails may present a hazard to the public. Minor trails should especially be discouraged in this area.

The Environmental Coordinator shall apply these general policies to the specific trail conditions listed below. These policies only apply to major trails. Social trails should be addressed in accordance with Chapter 3.

Undergrowth

Trails in Hamilton tract are intended to be easier to traverse than those of North Woods Tract, but the maintenance of these trails should still have as little impact on the vegetation and other natural features as possible.

Underbrush may be cleared to maintain 30 inches of clearance along the trails. Branches crossing the trails less than seven feet off the ground should be trimmed to achieve the 30-inch clearance standard. This is particularly important for plants that pose some hazard, such as thorns or poison ivy. Branches should be trimmed according to standard pruning good practices, not just cut off at the 30" width. This may result in some branches being cut wider than the 30" standard. Underbrush may not be disturbed beyond the 30 inch-width and 7-foot height standard laid out in this section.

Visitors are encouraged to take precautions against ticks such as wearing proper clothing, wearing repellent, and checking for ticks after hiking.

Mud

The standards for managing muddy areas in the Hamilton Woods are the same as those in the North Woods. Refer to Chapter 4, p. 19.

Erosion

There are fewer trails on steep slopes that are prone to erosion in the Hamilton Tract than there are in the North Woods Tract. Trails that could be vulnerable to erosion in 2023 are generally found running from Ridge Road into the Preserve between Northway and Hamilton Tract. These trails generally start on private property outside of the Hamilton Tract, so coordination with those landowners will be needed to address problems.

The trails should be monitored to see if conditions indicate that erosion is a problem. This can be indicated by exposed roots above ground level, or a tendency for certain stretches of the trail to act as intermittent streams after rain. A trail that widens on a steep slope should also be cause for concern.

The standards for managing erosion in the Hamilton Woods are the same as in the North Woods except for possible construction of log steps or a series of water bars that function like steps for deeply entrenched trail sections. Any steps and water bars must be built using materials from the Preserve. Refer Chapter to 4, p. 20.

Stream Crossing

In several places, trails in the Hamilton Track in 2023 cross deeply incised gullies that appear to be actively eroding. These locations currently have unauthorized wooden bridges and walkways. To stabilize these stream channels, steps should be taken to address the storm flows that cause erosion. The source of these issues is likely runoff from impervious surfaces outside of the Hamilton Tract, so any permanent solution will require the cooperation of neighboring landowners.

The existing bridges should be periodically inspected to ensure that they are in good condition and that the stream banks have not eroded to the point where the bridges are no longer viable. Should these bridges become unusable, then The Environmental Coordinator or FPAB may submit a proposal to replace the bridge or to remove the bridge and reroute the trail.

Fallen Trees

In the Hamilton Woods, trails should be easier to traverse than in the North Woods. No intervention is necessary if a tree falls across a trail and the tree trunk can be easily stepped over, ducked under, or walked around. If the top of the trunk is only 12 inches above ground, it can be stepped over. If the bottom of the trunk is at least 6 feet above ground, it can be ducked under. If the tree's base is within 5 feet of the trail, then the tree can be walked around.

If the tree fell in such a way that the trunk or branches are more than 12" from the ground and less than 6' from the ground, The Environmental Coordinator may cut an opening that is sufficiently wide to make the trail passable, leaving the rest of the tree where it fell. This response is the best option if the original trail alignment is desirable, and the undergrowth is sensitive at this location. Alternatively, staff may reroute the trail as described in Chapter 4 on p. 21 under the heading Fallen Trees.

Pumpkin Walk Trail

Every year around Halloween, several hundred visitors walk this trail south from Northway and then east to Wolfe Fields after dark to see the lit jack-o-lanterns on display. The large number of visitors and low lighting pose a risk for injuries to occur and for unnecessary damage to the trail and surrounding vegetation.

This trail should be maintained to be very easy to walk, even in the dark. Branches and other vegetation should be cleared so that the trail has a width of 30 inches. When a tree falls across the trail, a section should be cut through it, if it could conceivably be a tripping hazard in the dark. Some sections of the trail are often muddy and should be addressed as described in Chapter 4. These maintenance activities should occur at least once a year and prior to the Pumpkin Walk, which is typically held on the last Saturday of October.

Finally, as the Pumpkin Walk Trail already hosts many visitors, if any other large activity were to take place in the Preserve, it should be directed to this trail to minimize impacts to the other trails.

Barrier Free Trail

The trails in the Forest Preserve generally have obstacles and/or steep slopes that can make hiking difficult for some potential users. Over the years, there has been some consideration of creating a trail in the Preserve in a relatively flat area and keeping the trail free from obstacles such as fallen logs and branches. This trail would then be accessible to visitors who cannot negotiate trails in other parts of the Preserve.

The portion of this tract between Hamilton Place and Gardenway, known as Area D, is the most suitable area for such a trail. This area is relatively flat and currently receives relatively few visitors. Although there is a currently a faint trail through this area, it is not as well established as trails in other parts of the Preserve. Should a barrier free trail be installed, there is no need to follow the route of the current trail, rather it should be routed in such a way as to enhance accessibility. Any proposal to create such a trail shall be routed to City Council through FPAB for review and approval.

BOXWOOD, BELLE POINT, SUNRISE, AND GREENBRIAR TRACTS

Boxwood Tract

The Boxwood tract is located at the corner of Ridge and Crescent. The forest surrounds a playground, a small basketball court and two small grassy fields that are not part of the Preserve. The interior of the forest is largely trash free and appears to have very few visitors.

There are currently no trails in the tract other than a short and faint trail leading from the basketball court to the nearest field. There is currently no urgent need for a trail in this tract, but neither is there a reason to prohibit trails. If there is a future need or desire for trails in this tract, they should be considered by the city as a potentially beneficial addition. Any proposal to create such a trail shall be routed to City Council through FPAB for review and approval.

Belle Point Tract

The Belle Point tract is located on the southwest side of Buddy Attick Park. The most prominent and heavily used trail is the Washington Suburban Sanitary Commission (WSSC) right-of-way that leads from the lake to the Charlestown North apartment complex. An electric right-of-way is found on the west side of the tract along the beltway off-ramp. Both rights-of-way are managed by their respective utility companies.

The only other trail in the tract leads from the spillway at Greenbelt Lake south-west towards the Beltway. This once-popular trail led to Indian Springs, but a section of the trail was eliminated by the construction of the Beltway. Although the trail no longer leads anywhere, it is still easily visible. The trail is wide with compacted soils and appears to have had gravel added in some places in the past.

Little maintenance is required for the existing trail. If the trail is blocked by fallen dead trees and visitors are creating new trails to circumvent them, then a path may be cleared through the trees using the standards detailed in the Fallen Trees section of Chapter 5 on p. 24.

There have not been any requests for additional trails in this tract. However, a loop could be created by connecting the upper end of the WSSC right-of-way to the end of the Indian Springs trail. This is not currently a priority but should be considered if there is public interest in expanding trails in this tract.

Sunrise Tract

The Sunrise tract is located between the Beltway, the Hanover Apartments, Greenbelt dog park, and the Greenway Center. A stream runs along its southeastern border. The tract is sloped, with the lowest elevations along the stream and the highest elevations adjacent to the beltway.

This tract currently has no trails. The tract has considerable amounts of litter, indicating that there is some level of public use. The City should consider developing a small loop trail in this tract. The loop would ideally have one entrance close to the dog park and potentially a second entrance close to the Hanover Apartments. The loop would run from the dog park south along the stream until the stream exits the tract. Then the trail would double back north to the dog park along a parallel route in the

interior of the forest, possibly along the hillside with the views that would create. The trail should not run too close to the Beltway as the traffic noise is quite loud and would be unpleasant. Any proposal to create such a trail shall be routed to City Council through FPAB for review and approval.

Greenbriar

The 7-acre Greenbriar tract is located at the intersection of Hanover Parkway and Mandan Road, next to Eleanor Roosevelt High School. Unlike the other small tracts in this section, the Greenbriar Tract has a well-developed trail system that will require monitoring and occasional management. (See Figure 3.)

The tract is roughly divided in half by a heavily incised stream which runs from south to north. The stream originates from one water conduit and drains into another. Close to the south side of the tract, a bridge and culvert allows visitors to cross the stream. This formal stream crossing may require ongoing maintenance. On either side of the bridge the trails form a loop.



Figure 3. Map of trails in the Greenbriar tract of the Greenbelt Forest Preserve. These trails are the official major trails of this tract.

With two exceptions, the trails in this tract are generally narrow but persistent, and in places there is only a narrow opening in the vegetation. While there are some signs of chainsaw use in the tract, this is much less common than in the North or Hamilton Woods. In 2023 these trails have been blocked by numerous downed trees. Some of these trees can be climbed over, but in other places the trails are completely blocked and require visitors to detour off-trail. Blocked trails should and may be cleared by sawing a path through the fallen trees using the standards detailed in the Fallen Trees section of Chapter 5 on p. 24. Any downed trees or branches that are taller than one foot should be removed from the trails. The removed wood should be scattered in nearby woods, but not be placed in a way that would channel water onto the trail.

There are two trails that receive heavier use. The first is a pair of parallel, short trails originating at the Greenbriar Park sign along Hanover Parkway and ending at the small clearing in the northeast corner of the tract. The second heavily used trail originates along Hanover Parkway to the west of the stream and leads south and then west to Eleanor Roosevelt High School. This trail is wider than other trails in the tract and appears to be used by students walking to school. This trail should be managed so that downed trees do not obstruct the trail, which will prevent users from creating new detour trails. Trees and branches on this trail should be cleared from ground level up to 6' from the ground. The Environmental Coordinator may cut an opening that is sufficiently wide to make the trail passable, leaving the rest of the tree where it fell. There is often trash present along this trail, mainly at the end closest to the high school, so occasional clean-up days should be organized.

There is only one trail with additional ecological concerns that could warrant additional maintenance. The trail heading west from the north entrance dips into a persistent low muddy area. To prevent visitors from widening the trail while attempting to avoid the mud, The Environmental Coordinator may use the methods listed in Chapter 4 on p. 19.

TRAIL ISSUE REPORTING AND IMPLEMENTATION

Trail Issue Reporting

An online form (Appendix A) will be maintained by City Staff for the public to report trail issues in the Forest Preserve. When a member of the public emails, calls, or communicates such concerns in person, City Staff should direct them to submit this information using the on-line form. Failing that, City Staff may enter their concerns for them using this form. Problems that City Staff discover on their own should also be recorded using this form. In this way, the form will become a record-keeping method for trail issues in the Preserve. The form will allow for record of location, severity, area, type, photos/videos, and additional comments. City Staff will promptly pass on to FPAB reports filed with the online form regardless of whether FPAB needs to make recommendations or take action. The Environmental Coordinator can work with volunteers or city employees to take action.

FPAB will review these reports and the actions taken by The Environmental Coordinator. If needed, FPAB will provide comments or make recommendations to City Council regarding the implementation of the Master Trail Plan to achieve the stewardship goals.

Volunteer Help in Cooperation with City Staff

The City of Greenbelt Public Works Environmental Coordinator in coordination with the Forest Preserve Advisory Board has in the past received help from volunteers for annual clean-up events. Volunteers have usually been area residents and students who need to meet their volunteer service hours for Prince George's County Public Schools. Volunteers can also help execute planned trail maintenance in accordance with this Plan. Coordination between the Forest Preserve Advisory Board and the Environmental Coordinator will be required to plan and facilitate these efforts. These activities must also be supervised by the Environmental Coordinator, or someone authorized by them, to ensure that volunteer efforts are successful. Instruction will be needed to perform maintenance safely and in accordance with the methods proposed in this document. An informal stewardship team of local ecology experts might also help with such efforts.

APPENDIX A

Below is an example of the online form that should be used to report trail issues in the Forest Preserve. This example was created by an interested resident and may not represent the final version of the reporting form on the city's website.

GFP Trail Issue Reporting Form

Use this form to report trail issues in the Greenbelt Forest Preserve. Provide as much information as you can. A volunteer will contact you for clarifications if needed. Thank you.

First and Last Name *

Your answer

Email address

Your answer

Phone number (required if no email was provided)

Your answer

Type of issue *

- ☐ Tree fall
- ☐ Stream or Wet Area Crossing
- ☐ Trail damage
- ☐ Major Poison Ivy obstacle
- ☐ Large trash pile

☐ Other: _____

Preserve Track Name *

☐ North Woods Track (i.e. Anywhere North of Northway Rd.)

☐ Other tracks

☐ I do not know

Location description *

Your answer _____

Severity

☐ Low

☐ Medium

☐ High

☐ Do not know

Description of the trail issue *

Your answer _____

Do have photos or videos? If you do please let us know below and we will contact you by email. You can also email the photos directly to example@greenbeltmd.gov or include URLs of the photo(s) below if you use something like Dropbox or Google Drive to save your photos

Your answer

Do have photos or videos? If you do please let us know below and we will contact you by email. You can also email the photos directly to example@greenbeltmd.gov , or include URLs of the photo(s) below if you use something like Dropbox or Google Drive to save your photos.

Your answer

(optional) Any suggestions about what could be done to improve the issue you are reporting?

Your answer

Is the issue near a sensitive area? (e.g. with rare plants or a particularly valuable habitat)

- ☐ Yes
- ☐ I do not think so
- ☐ No
- ☐ I do not know

Any additional comments?

Your answer

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS 60 minutes (9:00 - 10:00 pm)

Subject:

National Capital Planning Commission Referral on Bureau of Engraving Printing Relocation to BARC

Suggested Action:

Reference: Memorandum, R. Sigworth, 9/6/2023

Draft Council Letter, 9/11/2023

Previous Concept Review Staff Report, 2/18/21

BEP PowerPoint, 9/7/2023

The U.S. Army Corps of Engineers (USACE), on behalf of the U.S. Department of the Treasury's Bureau of Engraving and Printing (BEP), has submitted the Final Site and Building Report to the National Capital Planning Commission (NCPC) for the proposed Bureau of Engraving and Printing Currency Production Facility at the U.S. Department of Agriculture's (USDA) Beltsville Agricultural Research Center (BARC). Staff notes the updated report has improved the proposal but still lacks significant information on off-site transportation mitigation and environmental impacts which should be addressed in a Supplement Environmental Assessment in the summer of 2024.

Staff, and the APB at their September 6, 2023, meeting, recommend the City Council transmit comments to NCPC on the proposed construction of the Bureau of Printing and Engraving at BARC including the concerns and considerations outlined in staff's memo.

Attachments:

[21-0218_Staff Report BEP CONCEPT FINAL draft.pdf](#)

[23-0907_BEP Final Review Presentation_FINAL.pdf](#)

23-0911_BEP at BARC_Council Letter_DRAFT_RS-JF_V3.pdf
23-0907_Staff Memo on BEP at BARC__FINAL.pdf



City of Greenbelt
Department of Planning & Community Development
15 Crescent Road, Suite 200, Greenbelt, Maryland 20770
(301) 345-5417 Fax (301) 345-5418

NATIONAL CAPITAL PLANNING COMMISSION CONCEPT PLAN
National Capital Planning Commission Concept Plan Referral on the Proposed Relocation
of the Bureau of Engraving and Printing to BARC

STAFF REPORT
February 18, 2021

I. GENERAL INFORMATION

Applicant/Property Owner:	U.S. Army Corps of Engineers on behalf of U.S. Treasury/Bureau of Engraving and Printing
Subject:	NCPC Concept Plan Referral
Project Name:	National Capital Planning Commission Concept Plan Referral on the Proposed Relocation of the Bureau of Engraving and Printing to BARC
Location:	BARC's northern boundary with Odell Road, near the intersection of Powder Mill Road and Poultry Road
Acreage:	104
Existing Zoning:	R-O-S (Reserved Open Space)
Existing Land Use:	Institutional
Proposed Land Use:	Currency Production Facility (CPF) housing manufacturing, warehouse, and administrative functions

II. BACKGROUND INFORMATION

The U.S. Army Corps of Engineers (USACE), on behalf of the Department of the Treasury's Bureau of Engraving and Printing, has submitted concept site and building plans to the National Capital Planning Commission (NCPC) for the proposed Bureau of Engraving and Printing Currency Production Facility at the U.S. Department of Agriculture's Beltsville Agricultural Research Center (BARC). The proposal consists of several elements: a new building between

800,000 – 1,000,000 square feet; an approximately 1,200 space surface parking lot; a visitor's center; and screening facilities for cars and trucks within a secure 100-acre facility.

On October 28, 2019, at a regularly scheduled City Council meeting, Council voted 6-1 in opposition to the relocation of the Bureau of Engraving and Printing to the Beltsville Agricultural Research Center (Proposed Action). Through the National Environmental Policy Act (NEPA) process, the Greenbelt City Council sent letters to USACE dated December 12, 2019, and December 21, 2020, during the public scoping period and the Draft Environmental Impact Statement (DEIS) public comment period, respectively, outlining community issues and concerns regarding the Proposed Action, and stating support for the No Build Alternative.

In January 2021, the NCPC referred concept site and building plans for the project to the City for review. These plans, which had been submitted to NCPC in accordance with NCPC's review process, complement and build on information made available in the DEIS. On February 3, 2021, Staff briefed the Advisory Planning Board (APB) in conjunction with GreenACES members on the project. APB's Report to Council is included in the Council's agenda materials.

III. THE NCPC DEVELOPMENT REVIEW PROCESS

The NCPC review process generally follows four basic steps: 1) Pre-Submission Briefing, 2) Concept Review (if applicable), 3) Preliminary Review, and 4) Final Review. Each step is designed to provide NCPC staff and the Commission with increasingly detailed information as the project and any related National Environmental Policy Act (NEPA) and National Historic Preservation Act (NHPA) Section 106 analyses progress. The subject project is currently at the Concept Review phase.

NCPC does not have approval authority over the subject project. Because the proposed project is located within the national capital region but outside of the District of Columbia, NCPC's review is advisory in nature.

Per the NCPC Submission Guidelines, "During Concept Review, the Commission generally focuses their review on the following:

- "Is the plan or project consistent with the Comprehensive Plan's Federal Elements and other NCPC policies and plans?"
- "Is the plan or project appropriate for the site, given the site context?"
- "If more than one alternative is under consideration, are there meaningful differences (or preferences) from NCPC's perspective?"
- "Are there particularly unique and/or complex issues?"
- "Are there relevant stakeholders that should be involved?"

IV. PROPOSED DEVELOPMENT

The concept plan proposes the construction of an approximately 1,000,000 square-foot Currency Production Facility (CPF), and associated facilities including pavilions for truck, employee, and visitor screening and surface parking within a secure facility. The proposal would replace the

existing CPF located in downtown Washington, D.C., which has been in operation for over 100 years.

The CPF is proposed to be a 960' x 960' square 40 to 50 feet in height, and will feature a green roof, skylights, and a photovoltaic array. The concept report states that the building form is determined primarily by functional requirements of the interior programs and the need for efficient flow of goods through the site. The public will be able to visit the facility for tours by using a reservation system.

Additional facilities at the entrance point in the southeast of the site include three screening pavilions – one each for commercial trucks, staff, and tourists. The pavilions are currently proposed to feature green roofs and metal and glass surfaces. The concept report states that the design team will evaluate the need for design measures such as patterns on glass and metal surfaces to limit disruptions to birds and local wildlife.

A final facility, a guard booth at the northern access point at the intersection of Odell Road and Poultry Road, is also proposed.

The facility will be fully enclosed with security fencing.

Staff notes that the NCPC concept submission does not address the 18-acre area adjacent to the project site on which the new entry road and modifications to Powder Mill Road are proposed. To provide a comprehensive view of the project, it would be helpful for the applicant to address all affected areas in future submittals. Future submittals would also benefit by clearly addressing any revisions required for transportation mitigation and modification to utilities and the BARC East Wastewater Treatment Plant.

V. ANALYSIS

As a note: The City has consistently affirmed that the No Build Alternative is preferable; however, the following analysis of the Concept Plan submittal to NCPC is provided in the event that siting of the Currency Production Facility at BARC is pursued.

A. Alternatives Considered

Per the NCPC Submissions Guidelines, the Concept Review is the step at which the Commission provides input into project alternatives. Staff continues to be concerned that Treasury failed to consider all reasonable alternatives in the DEIS, and as such, fails to consider all reasonable alternatives in the NCPC Concept Review.

B. Existing Zoning and Land Use

Staff notes that federal properties are not subject to zoning; however, the existing zoning of the property is addressed here for context.

R-O-S zoning is described as providing permanent maintenance of certain areas of land in an undeveloped state, with the consent of the property owners. This type of zoning encourages preservation of large areas of trees and opens space; is designed to protect scenic and environmentally sensitive areas and ensure retention of land for non-intensive active or passive recreational uses; and provides for very low density residential development and a limited range of public, recreational, and agricultural uses. The minimum lot size is 20 acres, and the maximum dwelling units per net acre is 0.05 (Prince George's County Planning Department 2010). The Proposed Action would convert the entire parcel to Industrial use. An industrial use is not a permitted use in the R-O-S Zone.

Staff is concerned that the project would not be in keeping with the general character and mission of BARC; would not conform to R-O-S purposes or uses; would undermine established planning policies at the County and State level; and would establish a precedent for future actions with significant effects. BARC is included in the County's Priority Preservation Area and NCPC's regional parks and open space network. Converting this site to industrial use would not only conflict with these policies, but would also set a significant precedent in reversing these policies. Staff is concerned that the proposed development would result in a significant adverse impact on surrounding land uses from construction activities; a significant adverse impact on land use and local planning objectives from the conversion of agricultural land to industrial land, the reversal of many local and state land use policies, and lack of conformance with the mission of BARC; and a significant adverse impact on local zoning.

Additionally, Staff notes that BARC's master plan has not been updated since 1996. Current NCPC guidelines require federal agencies to review master plans at least every five years to ensure they accurately reflect anticipated changes to the campus/installation. Therefore, **staff recommends that the United States Department of Agriculture update BARC's master plan to ensure its accuracy in reflecting anticipated changes to the campus.**

C. Design and Architecture

At 960' x 960', the CPF will be 921,600 square feet, or approximately 21 acres in size. This is approximately 15%, or approximately 2.75 acres, larger than the minimum size listed for the building (800,000sf). **Staff recommends that the applicant continue exploring opportunities to reduce the size of the CPF to minimize impact to sensitive environmental features onsite, including existing wetlands and streams.**

The façade will consist of metallic panels intended to "create a uniform appearance that reflects the pastoral setting" (BEP NCPC SUBMISSION Report Concept). Staff is concerned that the building is simply a large shed built out of inappropriate materials. While it is understood that the building's form is dictated in part by function, **further consideration can be given to building materials and architecture that will add interest to the building and that will blend with and complement the pastoral setting, as opposed to literally reflecting it.**

D. Environment and Landscaping

Outdoor amenity areas

The concept plan depicts what appears to be a trail leading to a pavilion or overlook in the area of the large wetlands in the southeast portion of the site. **Future submittals should clarify the nature of this proposal and provide details regarding any other outdoor amenities.**

Stormwater Management (SWM)

The proposed design will utilize alternative surfaces and micro-scale best management practices (BMPs) throughout the site, including the following elements:

- Green roof – approximately 50% of the CPF roof will be green roof, and the three security access control buildings will have green roofs
- Permeable pavers – permeable pavers will be used on parking spaces throughout the project site; however, drive aisles will be constructed of asphalt (to limit maintenance requirements), and it is anticipated that credit for a significant amount of the permeable pavement may not be given, due to the poor drainage of the soils on portions of the site
- Reinforced grass paving – planned to be used in the fire lane south of the building and potentially for portions of the western seldom-used building access drives and eastern building access zones
- Rainwater harvesting – runoff from the CPF will be conveyed to two cisterns located below-grade outside of the building footprint (one southwest and one northwest of the CPF). Water will be treated onsite and reused for cooling and graywater uses.
- Micro-bioretenention areas – will be located throughout the site, typically between parking bays or roadway areas
- Bioswales / Grass swales – will be provided along various roadways onsite
- Submerged gravel wetlands – will be located at several areas on the perimeter of the site

Staff is concerned that impervious surface added for construction of the new entry road and for transportation mitigation at nearby intersections are not addressed. Per the 2020 Traffic Impact Study, proposed transportation mitigation will add over 340,000 square feet (i.e., approximately 8 acres) of new impervious surface for roadways.

The applicant should include additional information regarding compliance with applicable stormwater regulations, including impacts to hydrology in terms of volume, quality, and temperature, and a complete break-out of current and anticipated nutrient and sediment loading for the project, as well as by drainage area and watershed.

Forest Conservation:

The applicants have indicated that they will comply with the requirements of the Maryland Forest Conservation Act. The concept report states that the project team submitted a draft Forest Stand Delineation (FSD) to the Maryland Department of Natural Resources (DNR) on August 20, 2020, and is awaiting formal comments. The concept report notes that the reforestation area¹ will be impacted by utility work and perimeter fence construction, maintenance, and inspection,

¹ As noted in the DEIS, two forest conservation easements (FCE) along the northern portion of the site were established in 2014 as a mitigation measure for the Intercounty Connector Project.

but it is unclear if additional plantings will be provided in this area. Based on information provided with the DEIS in combination with the concept plans submitted, it appears possible to retain in place some of the existing specimen trees. **Staff recommends retention of specimen trees during and after construction through the use of tree protective fencing around the critical root zones of specimen trees to the maximum extent possible.**

Lighting:

The concept plan does not specifically address lighting, except to note that one possible mitigation strategy to reduce impact to architectural resources would be to “Develop an exterior lighting plan for the proposed CPF that minimizes off-site light pollution, such as by using directional lighting that focuses light on areas within the Project Site, while still meeting site security requirements.” **Staff agrees that the applicant should develop this photometric plan and submit it for review during the next development review phase to address City concerns regarding lighting.**

Landscaping:

This concept report indicates that the facility will be buffered from adjacent areas using a combination of topography and vegetation. Along Odell Road, the existing reforestation area along the northern edge of the property will be used as a “natural and visual acoustical buffer” per the concept report; however, the DEIS notes that during construction (2021-2025), these residences may have unobstructed views of construction activities, and once construction activities have abated, “introduction of the proposed CPF would obstruct the historically and aesthetically valued vista/viewscape from the residences (i.e., the BARC Historic District viewscape), thereby permanently altering the character of the views from those homes.” **Staff recommends that the applicant explore ways to meaningfully and proactively engage owners and residents (including renters) of the 34 homes along Odell Road in determining mitigation measures to be incorporated in the development proposal. Staff also recommends that further consideration be given to enhancing vegetative buffering as a first step in the Sequence of Construction, to ensure maximum screening of construction activities from residential properties and roadways.**

A gentle rise in the existing topography is intended to help conceal the entry buildings and main building as viewed from Powder Mill Road, and bands of trees will be planted within the parking areas along the east and south sides of the building. Large, vegetated earth berms will be installed along the western portion of the site to partially buffer the facility’s western elevation from Odell, Edmonston, and Powder Mill Roads.

The report also states that indigenous wetland meadow grasses will be planted in the wetter portions of the site, and native grasses and clusters of trees will also be planted.

Staff recommends that the proposal conform to the requirements of the Prince George’s County Master Plan of Transportation, and to the Prince George’s County Landscape Manual.

E. Parking and Loading

The Applicant proposes no more than 1,234 parking spaces and a loading/service area at the north end of the principal structure. This includes 30 spaces for tourists, 20 spaces for official visitors, and 1,184 spaces for staff. Due to the 24-hour facility operations, staff parking includes space for shift overlap. The figure below shows a breakdown of number of employees by time of day, per the Transportation Impact Study provided with the DEIS.

Shift	Total Employees	Production Staff	Administrative Staff	Shift Hours
Day	1,138	884	254	6:30AM–3:00PM
Evening	168	168		2:30PM–11:00PM
Midnight	166	166		10:30PM–7:00AM

Staff has previously recommended that structured parking options should be considered. The concept report states that, although options for multi-story parking were studied, “surface parking was found to better achieve the project goals with regards to site integration, minimizing viewshed impact, and cost.” **Staff continues to recommend that further consideration be given to integrating structured parking into the design in ways that will meet project goals.** For example, it may be possible to reduce the interior space for CPF operations to the minimum 800,000sf and re-allocate the excess interior space to structured parking within the shell of the main building, or to building a parking structure that utilizes green walls to lessen the visual impact. **The applicant can also continue exploring alternative loading locations to reduce noise and visual impact to the residents of Odell Road.**

F. Transportation

The applicant proposes one access point to the site off of Powder Mill Road, which will replace the former site access point at Poultry Road. An additional existing access point at the intersection of Odell Road and Poultry Road will be maintained and used only for emergencies or special situations. A small guard booth will be provided at this location. The concept plan provides for three streams of traffic entering at the southeastern corner of the site: commercial vehicles, staff, and tourists. Trucks and commercial vehicles will be routed to the loading areas along the north side of the building along Odell Road. Typically, staff will present their badges and proceed through three inbound lift gates to employee parking located in surface lots to the south and east of the main building. Tourist parking will be located immediately south of the tour entry pavilion, where tourists will be screened prior to boarding a shuttle bus to the main building. Parking will also be provided for new employees, contractors, and special guests at the staff entry pavilion.

The applicant proposes separated walkways located adjacent to the south and east building facades leading from the surface to the main building entrance. The south parking lot also features bays of approximately 50 feet for micro-bioretenion and walkways leading to the main building entrance.

The DEIS states that Treasury will implement an agreement with the USDA to enable CPF employees to use the USDA shuttle from the Greenbelt Metrorail Station to Treasury's proposed parcel, potentially including expanded shuttle service. No additional details are provided in the concept plan.

At this stage, plans do not appear to anticipate trips to the facility using other alternative modes of transportation, including pedestrians, cyclists, and electric vehicles. While the plans do give some consideration to pedestrian circulation within the site, **plans for pedestrian and cyclist circulation that will ensure both the safety and the comfort of the pedestrian and cyclist and minimize points of conflict with motorists should be developed and incorporated into the design of the site, the length of the new entry road, and the modifications to Powder Mill Road. Additionally, serious consideration should be given to accommodations that will both enable and encourage alternative modes of transportation (pedestrian, bicycles, and electric vehicles), such as bike parking/lockers, shower facilities, and electric vehicle charging stations.**

Additionally, although it is not addressed in the Concept Report, **staff suggests modifying the LOD associated with proposed entrance road upgrades to avoid diverting approximately 117 linear feet of the unnamed intermittent stream located on-site and in the area of the entry road, and to avoid removal of the maximum number of specimen trees in 'Very Good' and 'Good' condition.**

Finally, Staff is concerned that traffic impacts generated by the proposed CPF, combined with traffic impacts generated by the possible proximal siting of a Baltimore-Washington SCMaglev Trainset Maintenance Facility (2 of 3 possible TMF locations are on BARC), has the potential for significant adverse impact on traffic in and around the City, if mitigation is not coordinated by the two agencies. The SCMaglev is proposed to be constructed in the same general timeframe as the CPF, and the SCMaglev project sponsor "has provided preliminary estimates of approximately 400 to 500 vehicle arrivals and departures on a daily basis at each of the TMF Alternatives" (Baltimore-Washington Superconducting Maglev DEIS Appendix D.2A9.4). **Treasury should coordinate with the Federal Railroad Administration and other relevant parties to determine appropriate mitigation at affected intersections.**

VI. RECOMMENDATION

The City has consistently affirmed that the No Build Alternative is preferable; however, the following analysis of the Concept Plan submittal to NCPC is provided in the event that siting of the Currency Production Facility at BARC is pursued. Staff recommends transmitting the following comments to NCPC, along with a copy of the City's comments on the DEIS (previously sent to the U.S. Army Corps of Engineers).

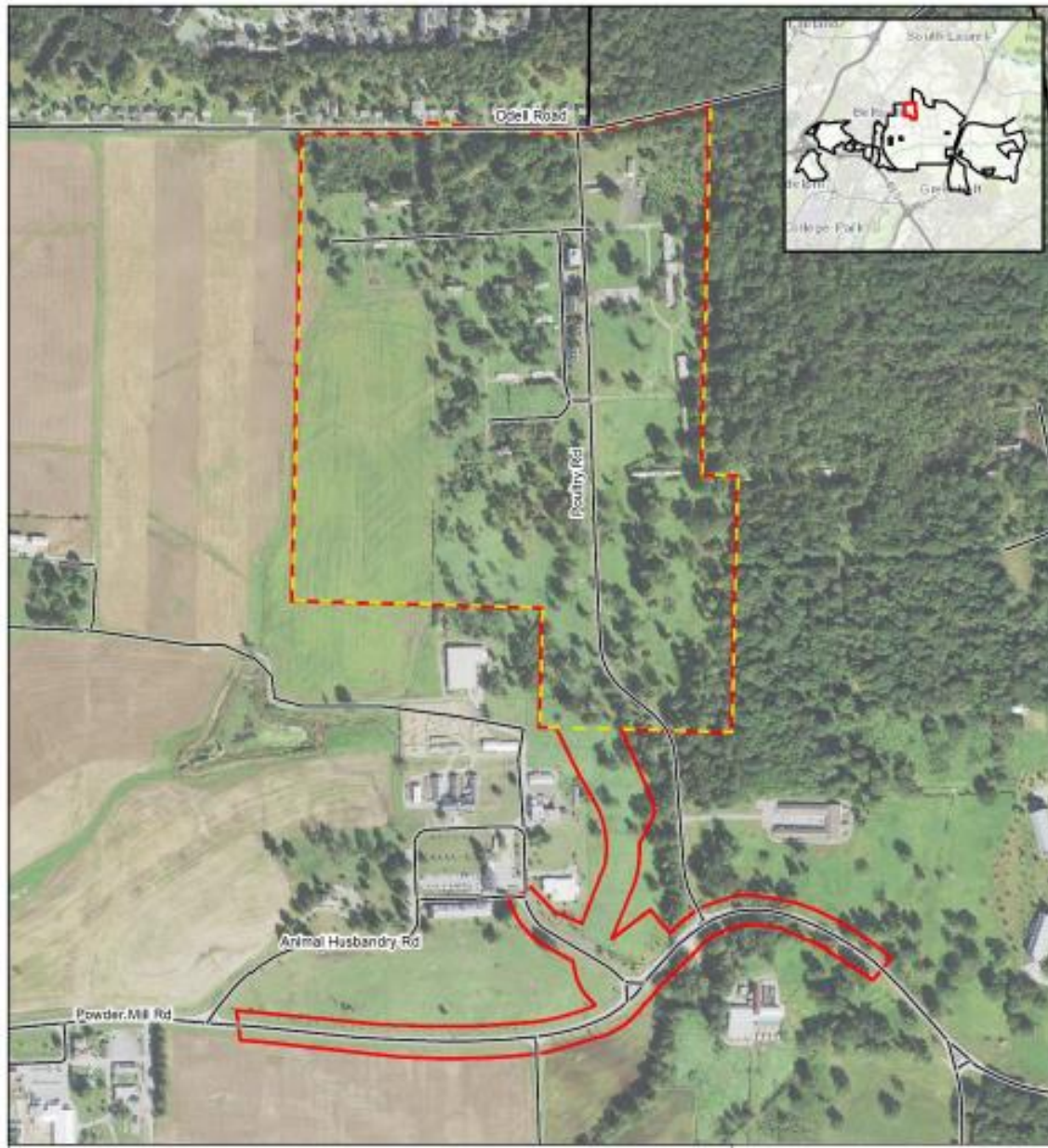
As noted throughout this report Staff has a variety of concerns about the proposed concept plan submittal. These concerns are detailed below:

- To provide a comprehensive view of the project in future submittals, it would be helpful for the applicant to address all areas of development in narrative and any associated calculations, including the site and the 18-acre area adjacent to the project site on which the new entry road and modifications to Powder Mill Road are proposed. Future submittals would also benefit by clearly addressing any revisions required for transportation mitigation and modification to utilities and the BARC East Wastewater Treatment Plant.
- The United States Department of Agriculture should consider updating BARC's master plan to ensure its accuracy in reflecting anticipated changes to the campus.
- The applicant can continue exploring opportunities to reduce the size of the CPF to minimize impact to sensitive environmental features onsite, including existing wetlands.
- Further consideration should be given to building materials and architecture that will add interest to the building and that will blend with and complement the pastoral setting, as opposed to literally reflecting it.
- The concept plan depicts what appears to be a trail leading to a pavilion or overlook in the area of the large wetlands in the southeast portion of the site. Future submittals should clarify the nature of this proposal and provide details regarding any other outdoor amenities.
- The applicant should include additional information regarding compliance with applicable stormwater regulations, including impacts to hydrology in terms of volume, quality, and temperature, and a complete break-out of current and anticipated nutrient and sediment loading for the project, as well as by drainage area and watershed. The applicant should clarify which jurisdiction will approve the stormwater management plan and sediment and erosion control plan.
- Specimen trees on site should be retained during and after construction to the maximum extent possible.
- The applicant should develop a photometric plan to be reviewed during the next development review phase to address City concerns regarding lighting.
- The applicant should explore ways to meaningfully and proactively engage owners and residents (including renters) of the 34 homes along Odell Road in determining mitigation measures to be incorporated in the development proposal. Further consideration should also be given to enhancing vegetative buffering to ensure maximum screening of construction activities from residential properties and roadways, as indicated in Section 9 of the City's comments on the DEIS.
- Conformance with the requirements of the Prince George's County Master Plan of Transportation and to the Prince George's County Landscape Manual should be demonstrated.
- Further consideration should be given to integrating structured parking into the design in ways that will meet project goals. For example, it may be possible to reduce the interior space for CPF operations to the minimum 800,000sf and re-allocate the excess interior space to structured parking within the shell of the main building, or to building a parking structure that utilizes green walls to lessen the visual impact.
- The applicant can also continue exploring alternative loading locations to reduce noise and visual impact to the residents of Odell Road.

- Roadway impacts incurred during this Project should be reconstructed with all master-planned bicycle and pedestrian facilities.
- Plans for pedestrian and cyclist circulation should be developed and incorporated into the design of the site, the new entry road, and the modifications to Powder Mill Road. These plans should ensure both the safety and the comfort of the pedestrian and cyclist and minimize points of conflict with motorists.
- Serious consideration should be given to accommodations that will both enable and encourage alternative modes of transportation (pedestrian, bicycles, and electric vehicles), such as bike parking/lockers, shower facilities, and electric vehicle charging stations.
- Further consideration should be given to possible modifications to the LOD associated with the proposed entrance road upgrades to avoid diverting approximately 117 linear feet of the unnamed intermittent stream located on-site and in the area of the entry road, and to avoid removal of the maximum number of specimen trees in 'Very Good' and 'Good' condition.
- It would be helpful for the applicant to submit copies of the jurisdictional determination (JD), forest stand delineation (FSD), and existing forest conservation easements and exhibits (or liber/folio, if applicable) to facilitate review. Additionally, the Forest Conservation Plan should be provided to reviewing agencies at the time it is submitted to MD DNR.
- Proposed transportation mitigation should be clarified, and all associated impacts to sensitive environmental features should be identified.
- If the SCMaglev Trainset Maintenance Facility is located on BARC, it is anticipated that it will impact some of the same intersections and roadways as construction and operation of the CPF. Treasury should coordinate with the Federal Railroad Administration and other relevant parties to determine appropriate mitigation at affected intersections.
- The DEIS states that the applicant plans to achieve a LEED Silver rating; however, the concept plan submittal does not address LEED. Future submittals would benefit by addressing the practices that would be implemented to achieve a LEED Silver rating.

Bureau of Engraving and Printing Currency Production Facility

NATIONAL CAPITAL PLANNING COMMISSION FINAL CONCEPT
REVIEW, SEPTEMBER 2023



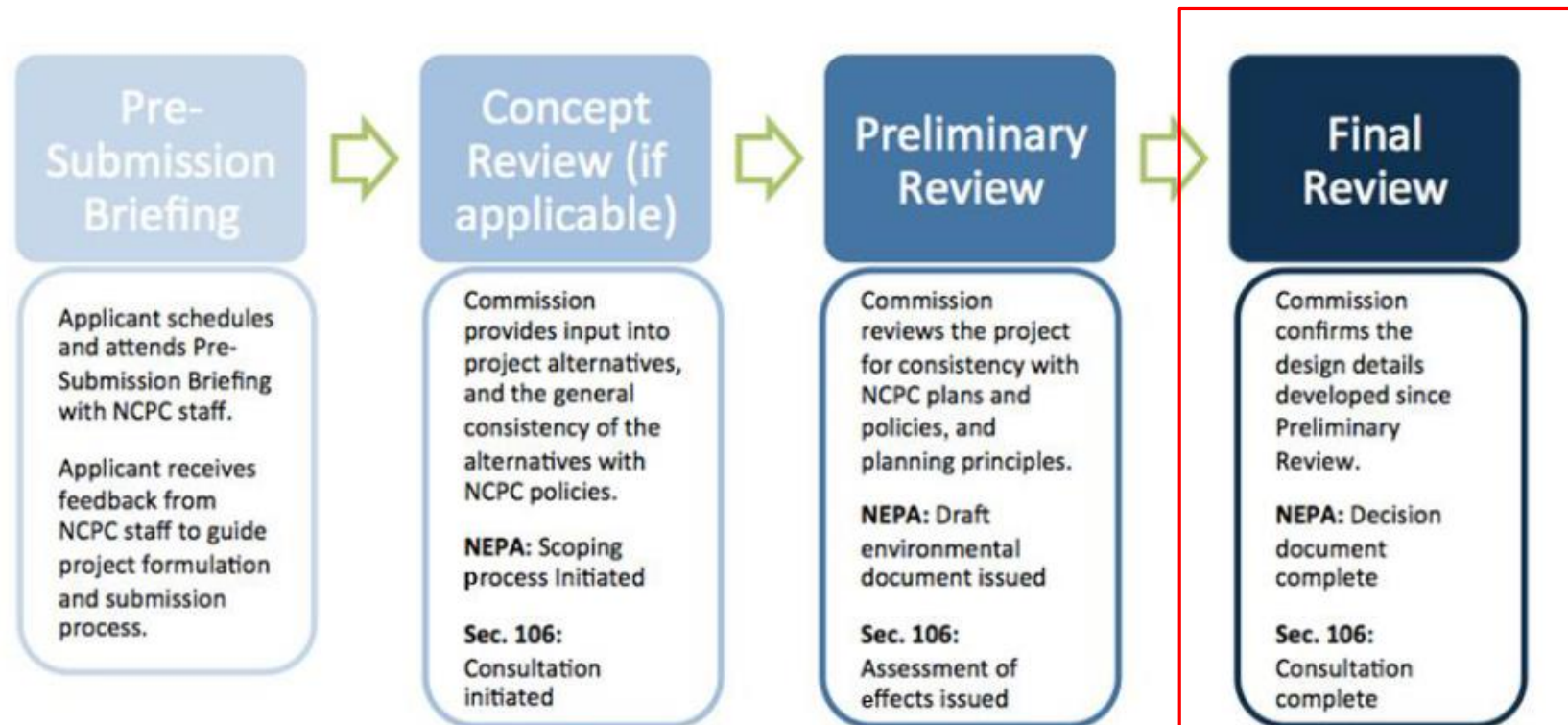
Site

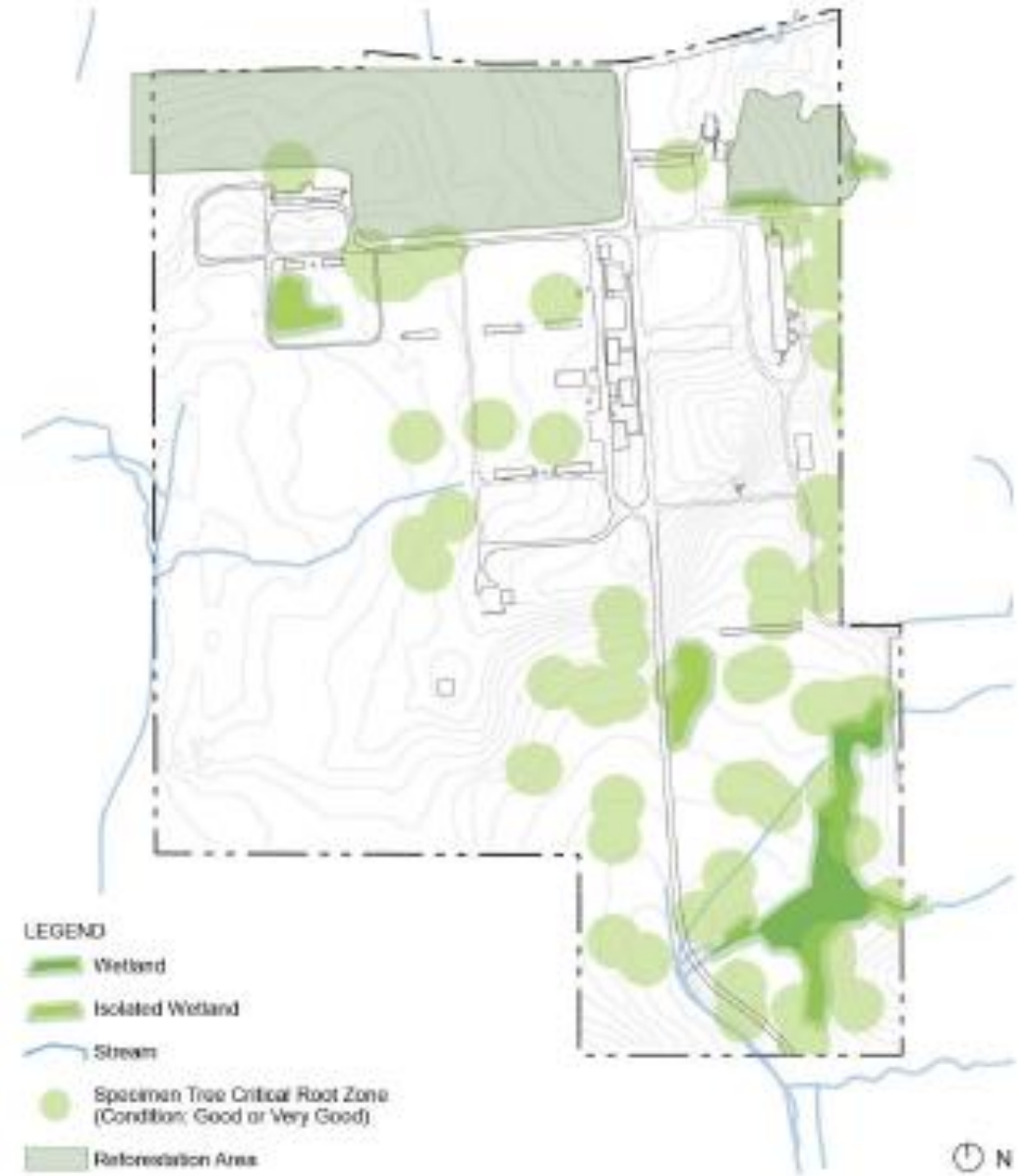
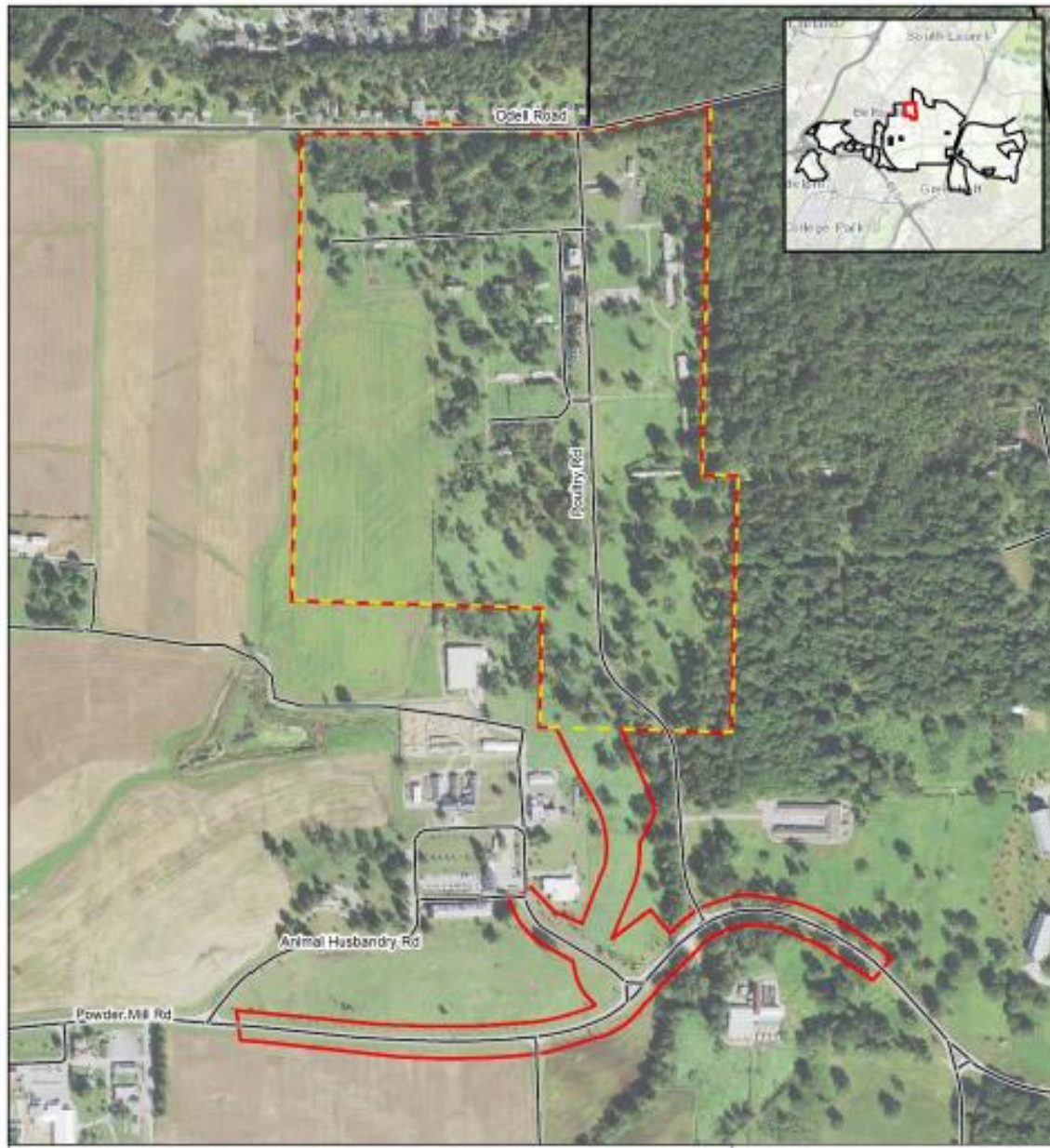


Aerial view along Poultry Road looking north

- Treasury's Proposed Parcel
- Project Site
- BARC
- Road

NCPC Concept Review





NCPC Final Concept Review

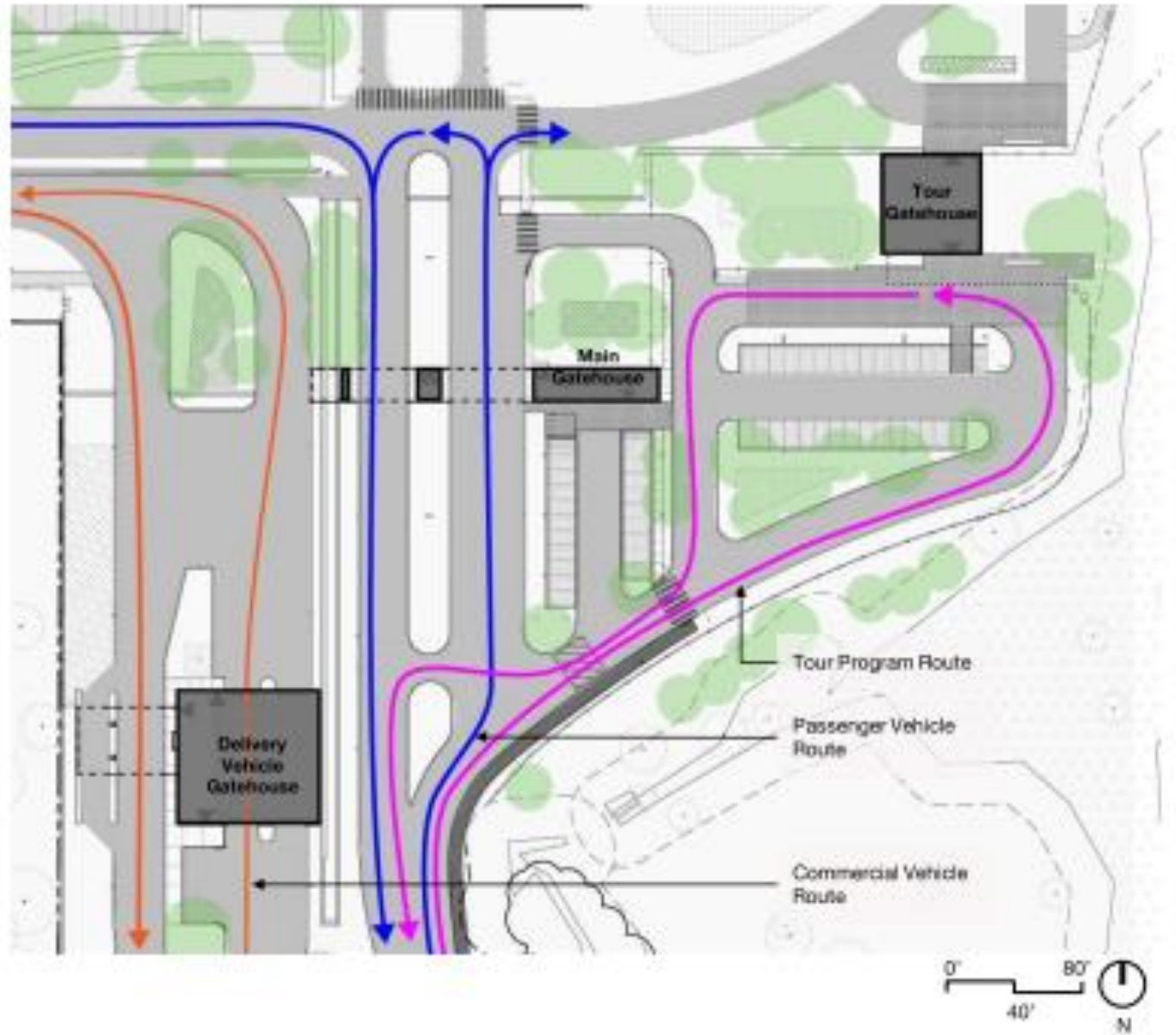




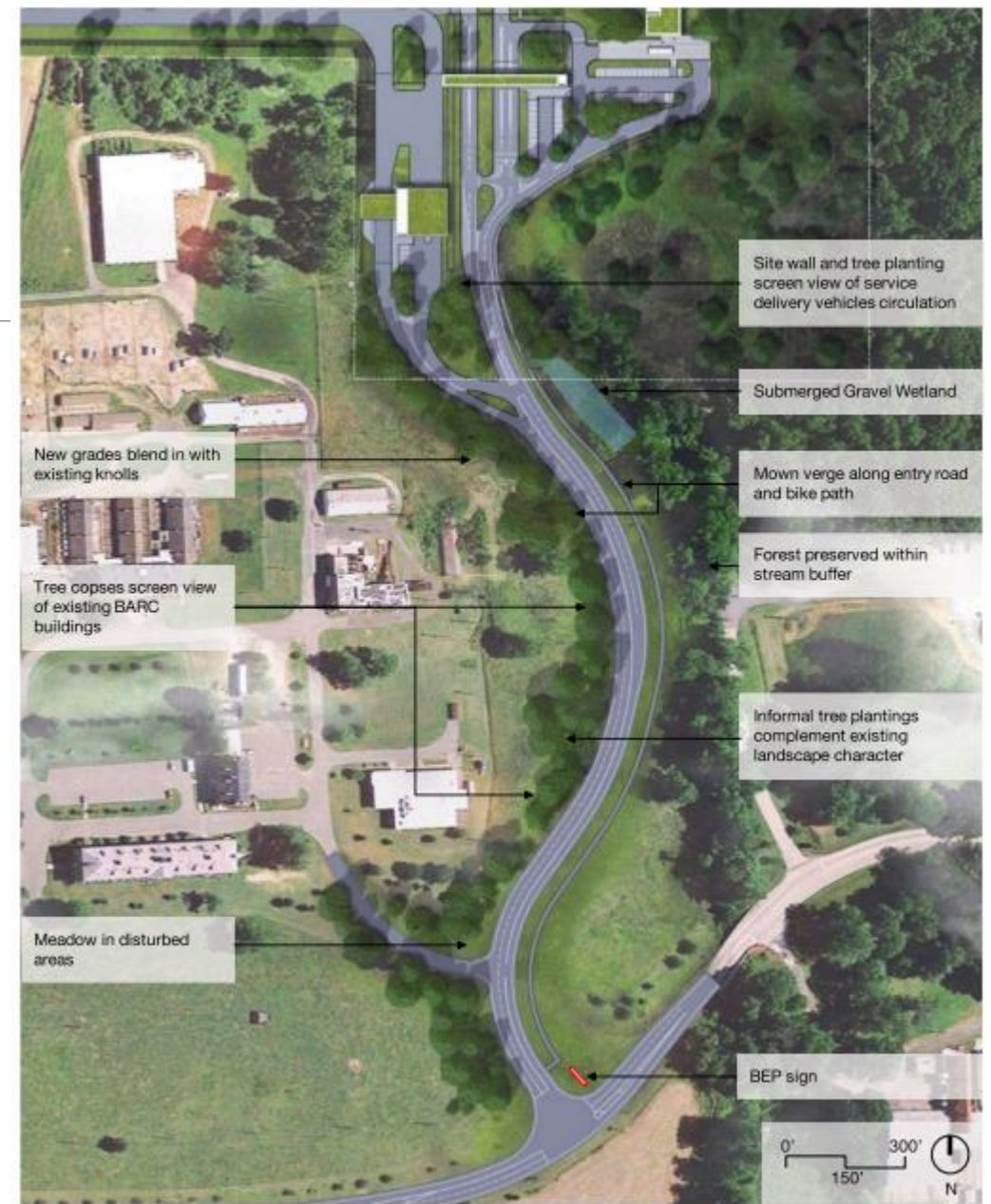
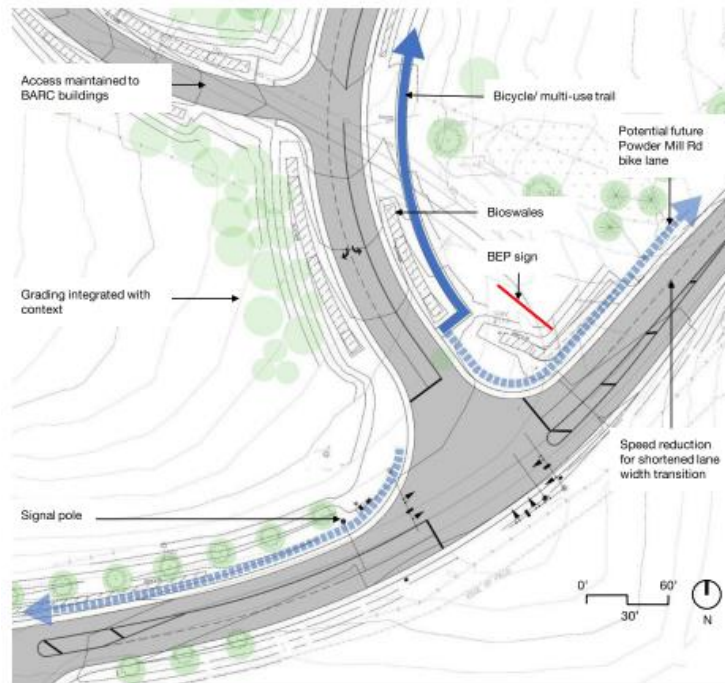
View to the west

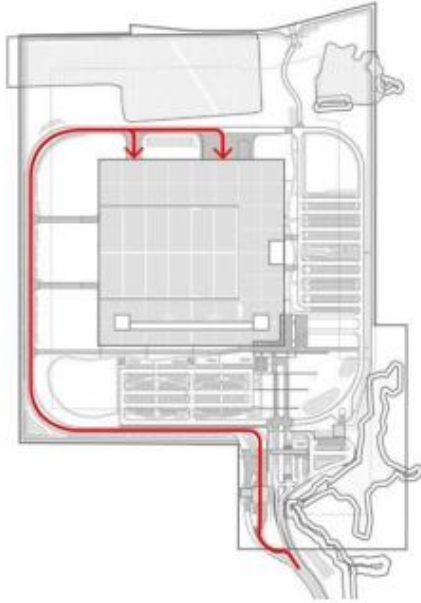


View to the northwest



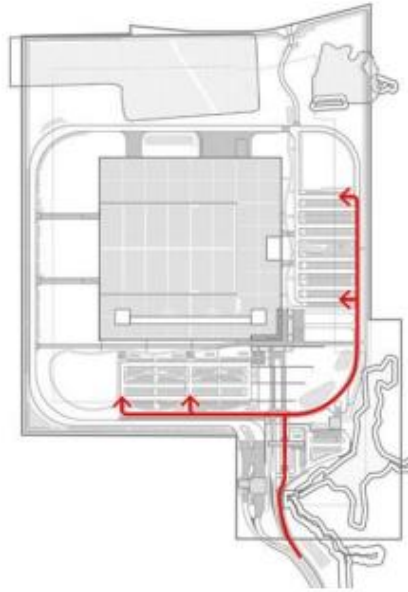
Powder Mill Road Intersection – Summer Day





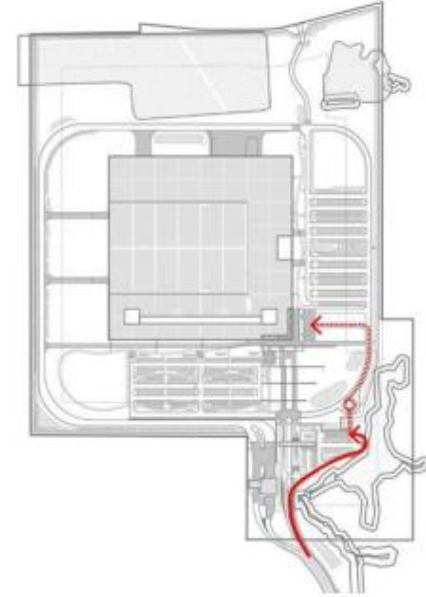
Commercial Vehicles

Commercial or service delivery vehicles are separated from staff and visitor vehicles at the site entrance. Due to the sensitive nature of the facility, commercial vehicles follow a discreet and secure path directly to the north side of the building.



Passenger Vehicles

Staff and official visitors proceed through the Main Gatehouse, where all vehicles must present an identification badge to proceed into the parking areas. Two parking areas are available for these vehicles.



Tours

Due to the sensitive nature of the facility, public tours will be limited in size and scope. Participants will buy tickets in advance and will be limited to a maximum of 30 per tour. This population must park at the site entrance outside the Tour Gatehouse.

Tour visitors will go in through the Tour Gatehouse and receive an introduction to the tour. They will then board a small shuttle van/bus to take them to the CPF building.



Tourist Gatehouse



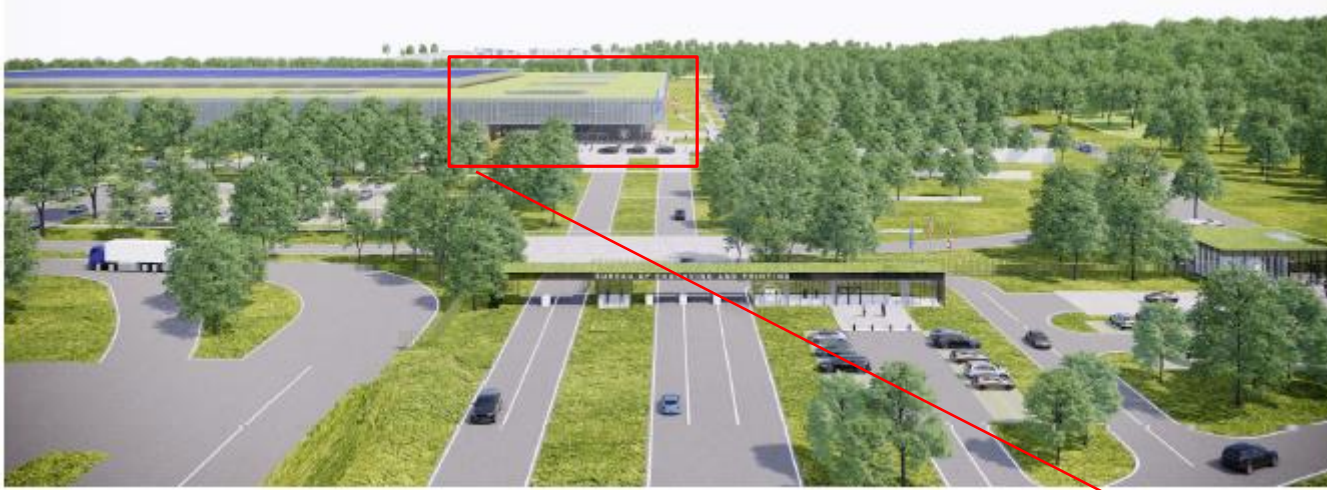
Vehicle Screening Gatehouse



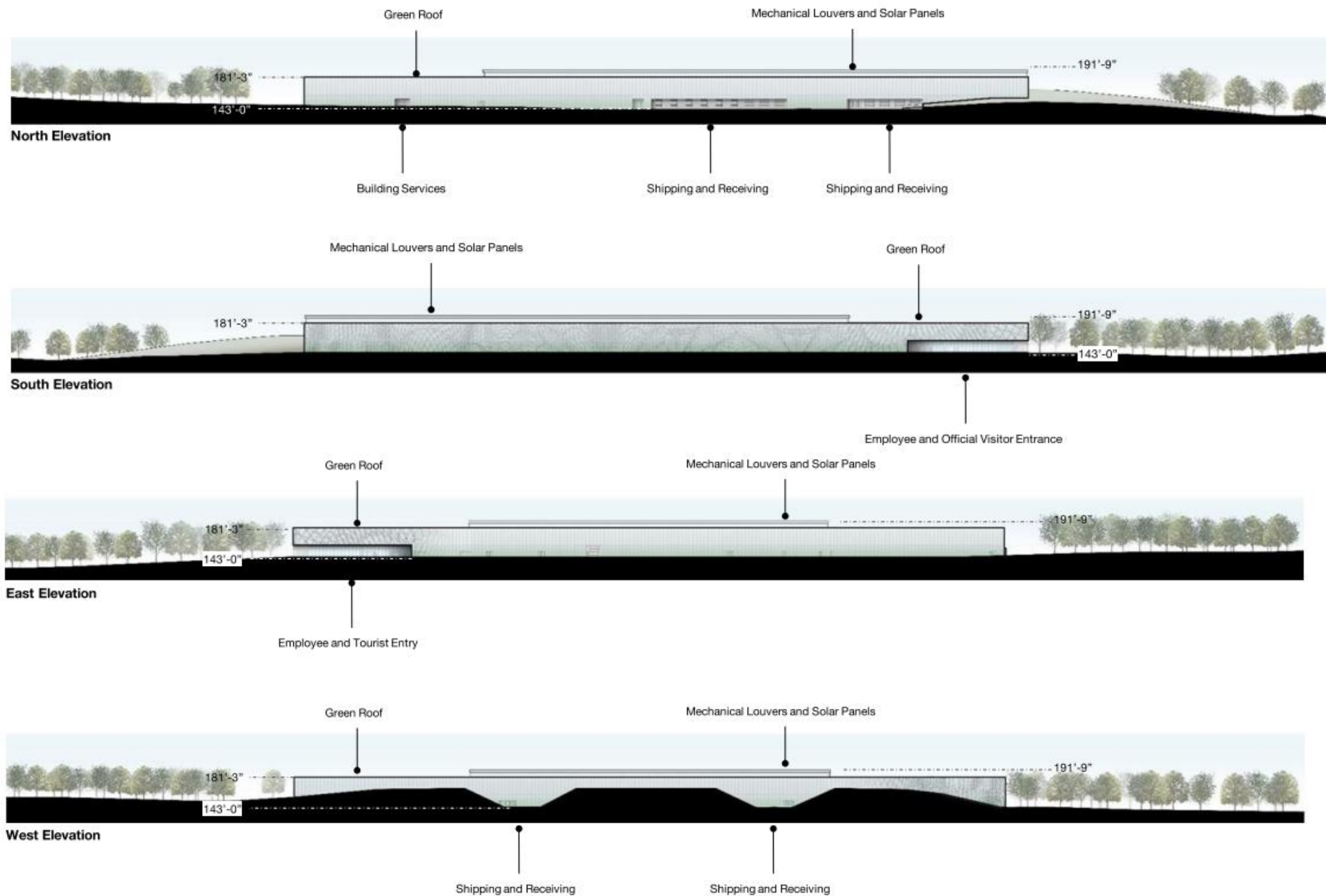
Main Gatehouse



Main Gatehouse Entry Rendering



Main building entry



Main building elevations



OPAQUE ZONES



TRANSPARENT ZONES



Main Building Entrance



Banknote guilloche pattern as inspiration for institutional identity

South Parking Buffer

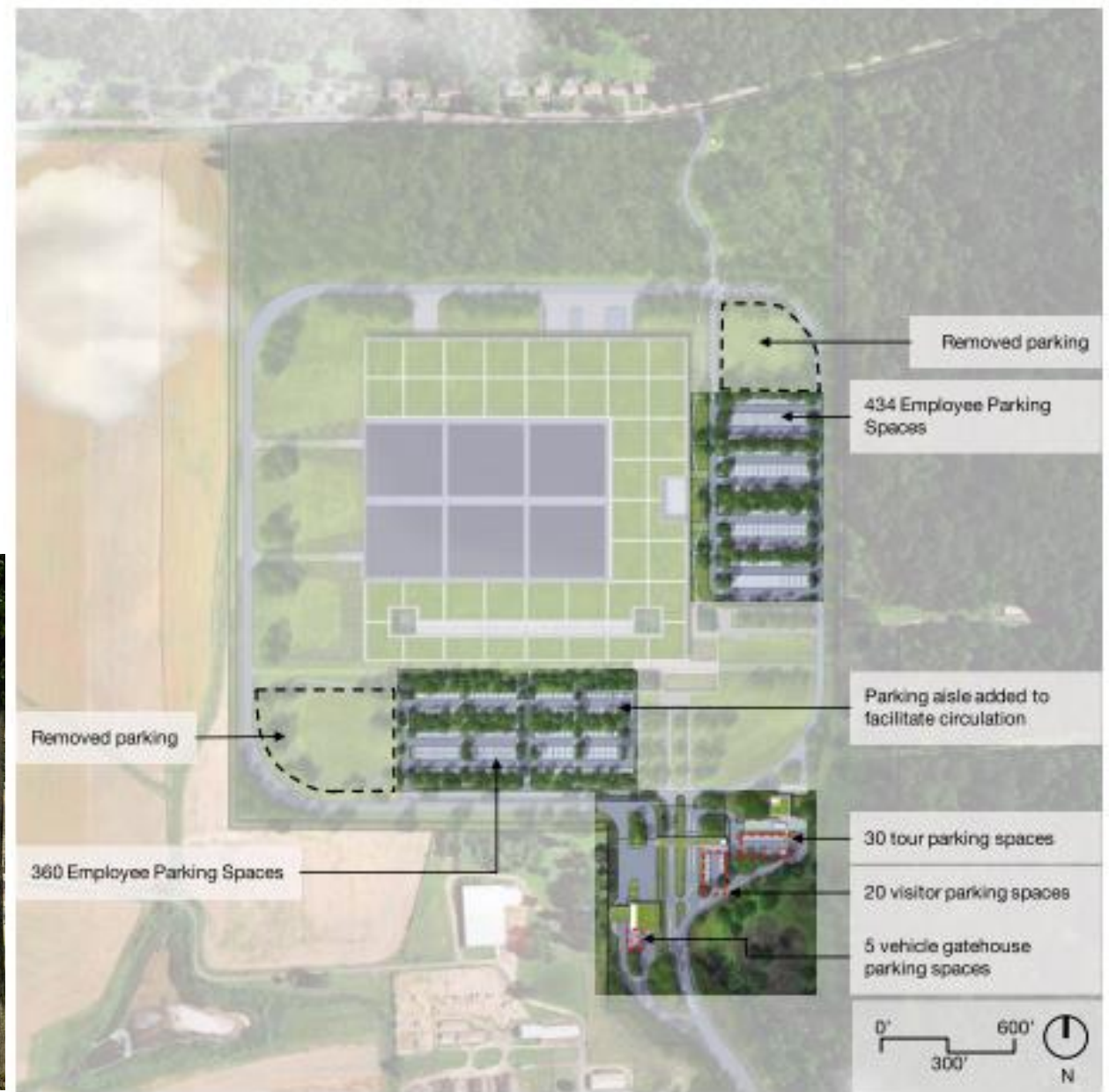


Parking buffer areas

East Parking Buffer



Total Employees	1,286
Peak Employees on Site	1,098 690 Production 408 Admin
Employee Parking	774 618 Production (1:1.11) 156 Admin (1:2.62)
Blended Parking Ratio	1:1.42 (1,098/774)
Additional Parking	30 Tour 20 Official Visitors 5 Security Gatehouse
Total Parking Previous Design	849 Spaces 1,234 Spaces



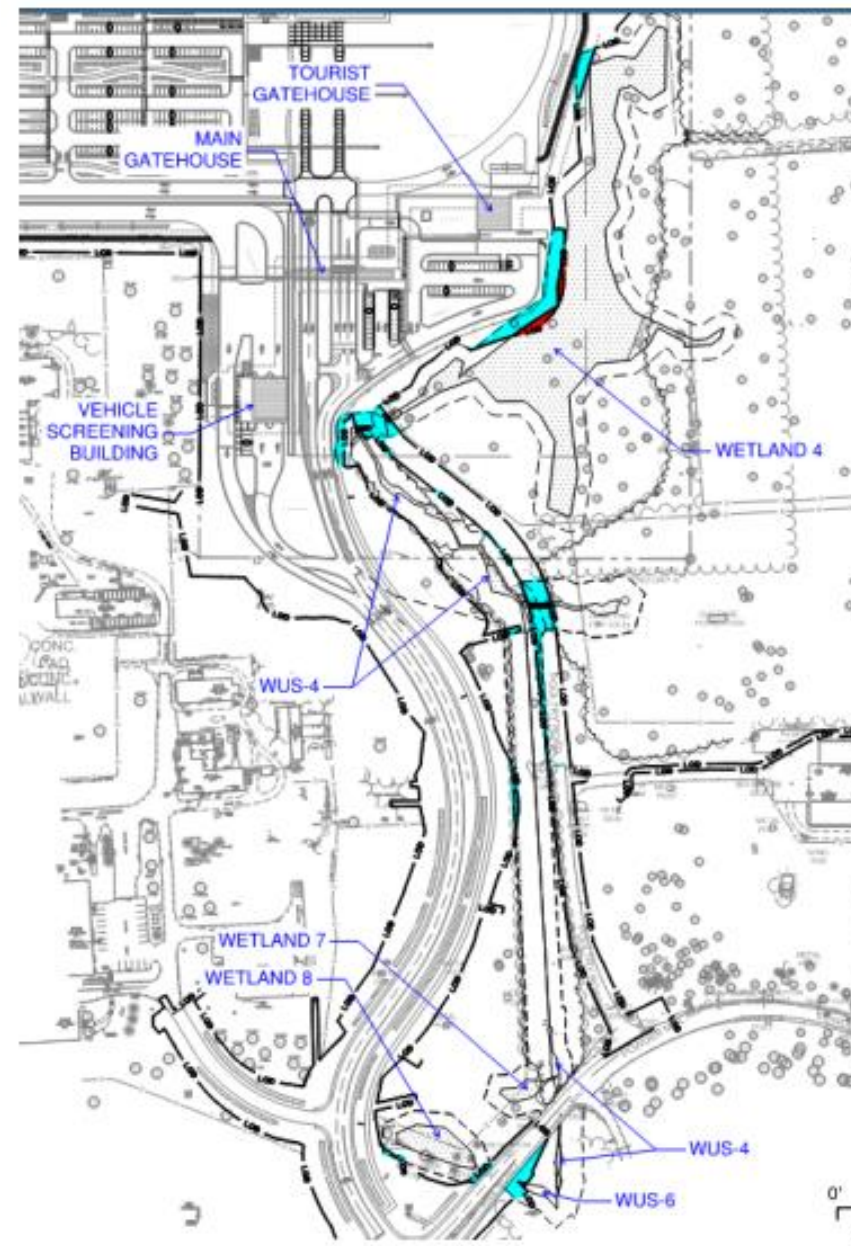
Wetlands 4 and 8 & Connected Streams WUS-4 and WUS-6 Impacts

- Wetland 4 (1.95 acre) & Wetland 8 (0.05 acre) & Connected Stream (WUS-4, 1,196 feet) & Connected Stream (WUS-6, 50 feet)
- Wetlands 4 and 8 & Streams WUS-4 and WUS-6 will be impacted for the following construction components:

Construction Component	Wetland 4	Wetland 4 Buffer	Wetland 8 Buffer	WS-4	WS-4 Buffer	WS-6	WS-6 Buffer
Perimeter Fence and Vehicle Monitoring Clearance	-	0.04 AC	-	-	-	-	-
Visitor Gatehouse Drive	0.03 AC	0.14 AC	-	-	-	-	-
Entry Road	-	-	-	-	0.04 AC	-	-
Utilities	-	-	-	73 LF	0.12 AC	-	-
Powder Mill Widening	-	-	0.01 AC	-	-	13 LF	0.04 AC

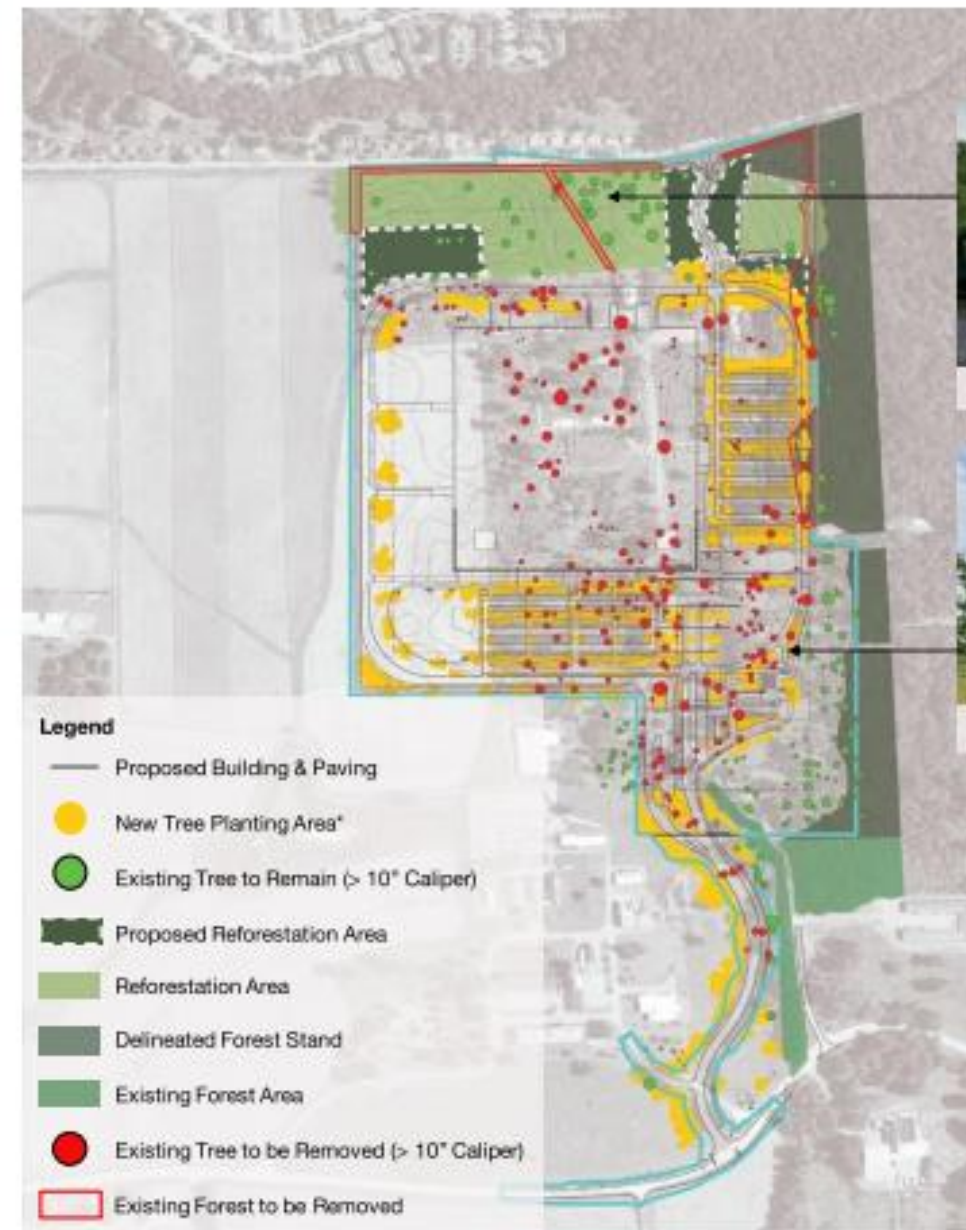
Legend

- Disturbance of Wetlands and Streams
- Disturbance of Wetlands Buffer and Streams Buffer



Tree Preservation, Removals and Replacements	
Trees Removed: Less than 10-inches in diameter	162
Trees Removed: 10-inches in diameter or greater (includes 54 dead trees)	390
Total Trees Removed	552
Total Replacement Trees Required*	1,058
Approximate Acres of Reforestation Added (size and spacing meeting MDNR compliance)	4.63
Approximate New Trees Proposed	2035

*Replacement trees to meet NCPC replacement guidelines of 2.5" caliper for shade trees, 1.5" caliper for ornamental trees, 6' height for multi-stem/evergreen trees.



WATER

Domestic Service to Proposed Campus Facilities provided by WSSC. Fire Service to Proposed Campus Facilities provided by WSSC and BARC (Mix).



- WSSC Water
- BARC Water
- Mix Water
- Reclaimed Water
- Cistern (Rainwater Harvesting)

SANITARY

Service to Proposed Campus Facilities provided by WSSC



- Sanitary Gravity
- Sanitary Force Main
- Storm Sewer
- Storm Reuse
- Cistern (Rainwater Harvesting)

STORM

Discharges, after receiving water quality treatment, to adjacent streams



ELECTRIC

Service to Proposed Campus Facilities provided by PEPCO



- Pepco Electric
- BARC Electric

GAS

Service to Proposed Campus Facilities provided by Washington Gas



- Gas (Washington Gas)
- Communication (Verizon)

COMMUNICATION

Service to Proposed Campus Facilities provided by Verizon



September 11, 2023

Stephanie Free, PLA, Urban Planner
Urban Design & Plan Review Division
National Capital Planning Commission
401 9th Street NW, Suite 500
Washington, DC 20004

RE: Review of Final Site and Building Report for the Bureau of Engraving and Printing – Currency Production Facility

Dear Ms. Free:

The Greenbelt City Council would like to thank you for the opportunity to comment on the relocation and construction of the Bureau of Printing and Engraving (BEP) – Currency Production Facility and its potential impacts to the City of Greenbelt. The City Council reviewed the final report for the BEP facility at a regularly scheduled meeting on September 11, 2023. As you are aware, the City has consistently opposed the relocation of this facility and continues to do so. Despite the City's opposition, the Department of the Treasury has made the decision to relocate to the Beltsville Agricultural Research Center (BARC). Therefore, these comments are offered in order to improve the overall project and help mitigate its impacts on the residents of Greenbelt.

Report Improvements

As the Applicant has further developed the project over the last few years, they have addressed many of the previous comments provided by the City in late February and early March of 2021, mostly notably a reduction in parking, improved on-site pedestrian and bicycle circulation, and revised building materials.

While improvements are recognized, the following are comments from the City of Greenbelt which remain unaddressed.

Transportation

- The forthcoming Supplemental Environmental Assessment (SEA) should address needed vehicle, pedestrian, and bicycle improvements along the Powder Mill Road frontage and all other intersections identified for mitigation.
- Bicycle improvements along Edmonston Road have not been addressed. However, Staff expects more details in the SEA.
- Roadway impacts incurred during this project should be reconstructed with all Prince George's County master-planned bicycle and pedestrian facilities.
- If the SCMaglev Trainset Maintenance Facility is located on BARC, it is anticipated that it will impact some of the same intersections and roadways that construction and operation of the CPF will impact. The Treasury should coordinate with the Federal Railroad Administration (FRA) and other relevant parties of the SCMaglev project to determine appropriate mitigation at affected

intersections. The Final Concept Report does not address Maglev in any way, nor does it identify the FRA as an agency to include in coordination efforts.

Environment

- The forthcoming SEA must provide additional information on the environmental impacts of the utility and traffic mitigation projects.
- The Applicant should continue to work toward minimizing impacts to sensitive environmental features onsite, including existing wetlands, to the maximum extent possible.
- The impacts to wetlands, streams, and stream buffer have been reduced to less than 100 linear feet along the proposed entrance road and parking area on the east side compared to 117 linear feet in the previous report. The majority of the impacts are to the stream buffer. The Applicant should continue to refine the plans to avoid further impacts to the extent possible.
- Specimen trees on site should be retained to the maximum extent possible, especially those listed in 'Very Good' and 'Good' condition.
- Conformance with the requirements of the Prince George's County Landscape Manual should be demonstrated.

Again, thank you for the opportunity to comment. If you have any questions, please contact Mr. Ryan Sigworth, AICP, Community Planner, at 240-542-2042 or rsigworth@greenbeltmd.gov.

Sincerely,

Emmett V. Jordan, Mayor
City of Greenbelt

cc: City Council
Josué Salmerón, City Manager
Terri Hruby, AICP, Director of Planning and Community Development
Jaime Fearer, AICP, Assistant Director of Planning
Ryan Sigworth, AICP, Community Planner

CITY OF GREENBELT, MARYLAND

DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT

15 CRESCENT ROAD, SUITE 200, GREENBELT, MD 20770



MEMORANDUM

TO: City Council

FROM: Ryan Sigworth, Community Planner

VIA: Josué Salmerón, City Manager

DATE: September 7, 2023

RE: Review of Final Site and Building Report for the Bureau of Engraving and Printing
– Currency Production Facility

General Information

The U.S. Army Corps of Engineers (USACE), on behalf of the U.S. Department of the Treasury's Bureau of Engraving and Printing (BEP), has submitted the Final Site and Building Report to the National Capital Planning Commission (NCPC) for the proposed Bureau of Engraving and Printing – Currency Production Facility at the U.S. Department of Agriculture's (USDA) Beltsville Agricultural Research Center (BARC). The NCPC is scheduled to review the report at its October 5, 2023, meeting and has requested the City's written comments be submitted as close to September 11, 2023, as possible. The proposal consists of several elements, including: a new building of approximately 920,000 square feet; a 849-space surface parking lot; a visitor's center; and screening facilities for cars and trucks within a secure 100-acre facility. Staff will upload the Final Site and Building Report to the City's dedicated webpage on BARC at <https://www.greenbeltmd.gov/government/departments/planning-community-development/federal-state-projects/proposed-bureau-of-printing-and-engraving-project-at-barc>.

Background

On October 28, 2019, at a regularly scheduled City Council meeting, Council voted 6-1 in opposition to the relocation of the Bureau of Engraving and Printing to the Beltsville Agricultural Research Center (Proposed Action). The City has consistently opposed the relocation of the BEP to BARC. However, the Record of Decision issued by the U.S. Department of Treasury (Treasury) in October 2021 finalizes the decision to move this facility to BARC.

Through the National Environmental Policy Act (NEPA) process, City Council sent letters to USACE dated December 12, 2019, and December 21, 2020, during the public scoping period and the Draft

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Environmental Impact Statement (DEIS) public comment period, respectively, outlining community issues and concerns regarding the Proposed Action, and stating support for the No Build Alternative.

In January 2021, the NCPC referred a Concept Site and Building Report for the project to the City for review. This report, which had been submitted to NCPC in accordance with NCPC's review process, complements and builds on information made available in the DEIS. On February 3, 2021, Staff briefed the Advisory Planning Board (APB), and on February 22, 2021, Staff presented the Concept Site and Building Report to Council, and Council subsequently transmitted comments to the NCPC.

In August 2023, the NCPC referred the Final Concept Site and Building Report to the City for review. Staff requested the opportunity to review more detailed site plans, and the USACE shared select plans, currently at 65% design. Staff anticipates submission of a Supplemental Environmental Assessment (SEA) in the summer of 2024 that will further address potential traffic and utilities impacts and proposed mitigations. On September 6, 2023, Staff briefed the APB to update the Board on the latest revisions to the project.

Analysis

Report Improvements

As the Applicant has further developed the project over the last few years, they have addressed many of the previous comments provided by the City in late February and early March of 2021. The latest submission from the Applicant in August of 2023 has further addressed the following issues raised by the City.

General

- The City recommended that the USDA update BARC's master plan to ensure its accuracy in reflecting anticipated changes to campus.
 - In this submittal the USDA has acknowledged the need for updating the BARC master plan to ensure its accuracy in reflecting anticipated changes to the campus. The funding and timeline to perform this update have not been identified as of this writing.

Transportation

- The City recommended the integration of structured parking into the design, a reduction in square footage, as well as a reduction in impervious surfaces.
 - Through the development of a Transportation Demand Model, the Applicant has reduced the proposed parking from 1,234 parking spaces to 849 parking spaces, adding nearly 4 acres of open space and a corresponding reduction in impervious surfaces. The design does not include structured parking or a reduction in overall building square footage.

- The City encouraged alternative transportation modes and transportation equity with electric charging stations, bicycle parking/locker, and shower facilities.
 - The Applicant has incorporated the following design elements: shower facilities, changing rooms, long-term bicycle storage, and electric vehicle charging stations.
- The City recommended circulation improvements for pedestrians and bicyclists into the overall site design, entry road, and modifications to Powder Mill Road.
 - The most recent report substantially improve pedestrian and bicycle circulation with a wide paved path along the entry road and throughout the overall site to facilitate movement. Staff expects the SEA to address improvements to Powder Mill Road.
- The City expressed concerns about multi-modal transportation support from the Greenbelt Metro Station.
 - The report indicates that BEP will pair with the existing USDA Shuttle. If demand for shuttle service is high, BEP will study creating their own dedicated shuttle service.

Architecture

- The City recommended additional consideration of building materials and architecture to add interest and blend in with the pastoral setting.
 - The Applicant has revised the building façade with metal panels to pay homage to the engraving tools used to produce the linework on currency and reinforce institutional identity. This revision in design and building materials will create a more muted façade than the previous design, which better fits into the pastoral setting. Furthermore, the design of the panels conforms to standards set by the American Bird Conservancy in terms of vertical and horizontal spacing.
- The City suggested future submittals should state the practices to be implemented to achieve LEED Silver.
 - The targeted LEED certification has been increased from LEED Silver to LEED Gold. The most recent submittal report achieves the LEED Gold rating through electric vehicle charging, rainwater management, site sustainability, water conservation, photovoltaic roof, green roof, carbon emission reductions, building material and construction methods, and enhanced indoor air quality.

Environment

- The City expressed concern about a trail leading to a pavilion or overland within a large area of wetland in the southeast portion of the site.
 - The Applicant has removed a proposed trail leading to a pavilion with a large area of wetlands in the southeast corner of the site.
- The City requested additional information of compliance with stormwater regulations.
 - Stormwater will be controlled, treated, and discharged into streams in accordance with State and County requirements.
- During review of the DEIS, one of the City's primary concerns was the wastewater impact of Beaver Dam Creek since the Applicant planned to convey wastewater to BARC's East Water Treatment Plant (WWTP). The DEIS did not satisfactorily address the WWTP capacities, efficiency, or permitting of the treatment plant nor the characteristics of the wastewater.
 - The current submittal shows a significant change in the conveyance of industrial wastewater, which will now be conveyed into the Washington Suburban Sanitary Commission (WSSC) sanitary wastewater system. Further information should be available in the upcoming SEA.
- The City requested the development of a photometric plan.
 - The Applicant has further developed lighting details, including locations and fixture types, but the current submittal does not include a photometric plan as requested by City comments on the DEIS or correspondence in March 2021.
- The City encouraged the Applicant to meaningfully engage owners and residents of homes along Odell Road to determine mitigation for screening and noise abatement.
 - The Applicant has engaged with the property owners along Odell Road resulting in increased forest buffer along the north side of the property.
- The City asked the Applicant to explore alternative loading dock locations to reduce noise and visual impacts to residents along Odell Road.
 - The loading docks have not been relocated. Noise measurements taken along Odell Road were between 44 and 46 dB(A). Noise projections for activities associated with the loading dock area are expected to be below 34 dB(A) which is below the ambient noise levels created by traffic along Odell Road. The Prince George's County Noise Ordinance requires less than 65 dB(A) during daytime and 55 dB(A) at night.

Outstanding Areas of Concern

The following concerns are not addressed in the current submittal:

Transportation

- The forthcoming SEA should address needed vehicle, pedestrian, and bicycle improvements along the Powder Mill Road frontage and all other intersections identified for mitigation.

- Bicycle improvements along Edmonston Road have not been addressed. However, Staff expects more details in the SEA.
- Roadway impacts incurred during this Project should be reconstructed with all Prince George's County master-planned bicycle and pedestrian facilities.
- If the SCMaglev Trainset Maintenance Facility is located on BARC, it is anticipated that it will impact some of the same intersections and roadways that construction and operation of the CPF will impact. The Treasury should coordinate with the Federal Railroad Administration (FRA) and other relevant parties of the SCMaglev project to determine appropriate mitigation at affected intersections. The Final Concept Report does not address Maglev in any way, nor does it identify the FRA as an agency to include in coordination efforts.

Environment

- The forthcoming SEA must provide additional information on the environmental impacts of the utility and traffic mitigation projects.
- The Applicant should continue to work toward minimizing impacts to sensitive environmental features onsite, including existing wetlands, to the maximum extent possible.
- The impacts to wetlands, streams, and stream buffer have been reduced to less than 100 linear feet along the proposed entrance road and parking area on the east side compared to 117 linear feet in the previous report. The majority of the impacts are to the stream buffer. The Applicant should continue to refine the plans to avoid further impacts to the extent possible.
- Specimen trees on site should be retained to the maximum extent possible, especially those listed in 'Very Good' and 'Good' condition.
- Conformance with the requirements of the Prince George's County Landscape Manual should be demonstrated.

Conclusion

Overall, this final concept has matured to address numerous comments provided by the City during previous reviews, especially internal to the property. Additionally, Staff anticipate submission of the SEA in the summer of 2024, and the City will submit additional comments at that time. It is the expectation of Staff that some of the remaining major comments concerning transportation and utilities will be addressed within the SEA.

Staff recommends that City Council transmit a letter to the NCPC summarizing the outstanding items of concern as discussed above and restating the City's overall opposition to the project.

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Bonita Anderson

Submitting Department:

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS 60 minutes (9:00 - 10:00 pm)

Subject:

Reallocation of American Rescue Plan Act (ARPA) Funds

Suggested Action:

Mayor Jordan requested that this item be added to the agenda.

Attachments:

[Copy of ARPA Grant Programs Update_9_5_23.pdf](#)

ARPA Grant Programs Update 9-11-2023

Type of Grant Program	Number of Applicants	Funding Allocated	Funding Committed	Funds Pending Approval	Funding Remaining	Program Status	Recommendation
Education Scholarships	28	\$500,000	\$290,000		\$210,000	Round 1 closed, Round 2 to be scheduled	Combine with Workforce Development and have a rolling pool application.
Workforce Development	16	\$150,000	\$65,000		\$85,000	Open	Combine with Educations Scholarships and have a rolling pool application.
Mortgage Down Payment Assistance program	5	\$500,000	\$75,000		\$425,000	Open	Available to reallocate \$200K and leave open through Dec 2023
Healthcare Voucher program	940	\$500,000	\$420,000		\$80,000	Open	<i>No action needed</i>
Nonprofit Grants	9	\$250,000	\$110,000		\$140,000	Round 1 closed, Round 2 to be scheduled	Initiate a second round with an Oct 20 deadline
Micro Grants	17	\$50,000	\$13,000		\$37,000	Round 1 closed, Round 2 open until October 20	<i>No action needed</i>
Tree Canopy Grant	8	\$100,000	\$24,800		\$75,200	Round 1 closed, Round 2 to be scheduled	Initiate a second round with an Oct 20 deadline
Childcare Vouchers	20	\$400,000	\$208,600		\$191,400	Open	Available to reallocate \$50K and leave open through Dec 2023
Business Improvement Recovery Fund (BIRF)	31	\$700,000		\$700,000	TBD	Applications being reviewed	<i>No action needed</i>
Building Capital Infrastructure Grant (BCIG)	27	\$500,000		\$500,000	TBD	Applications being reviewed	<i>No action needed</i>
Total Funding		\$3,650,000	\$1,206,400	\$1,200,000	\$1,243,600		

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: OTHER BUSINESS 60 minutes (9:00 - 10:00 pm)

Subject:

* Meetings

Suggested Action:

Attachments:

[meetings.pdf](#)

CITY OF GREENBELT, MARYLAND
25 Crescent Road, Greenbelt, MD 20770-1891

9/7/2023 1:01 PM



City Council Meetings & Work Sessions
September – October

Regular Meeting	Mon.	09/11	7:30 pm
Work Session – Park Crescent Apartment Complex	Wed.	09/13	7:30 pm
Work Session – City Manager	Mon.	09/18	7:30 pm
Work Session – Department of Permitting, Inspections & Enforcement	Wed.	09/20	7:30 pm
No Meeting – Yom Kippur	Mon.	09/25	
Regular Meeting	Tues.	09/26	7:30 pm
Work Session – Pepco	Wed.	09/27	7:30 pm
Advisory Board Annual Dinner	Sun.	10/01	5:00 pm
Work Session – Beltsville Agricultural Research Center (BARC) (tentative)	Mon.	10/02	7:30 pm
Work Session – Luminis Health Doctors Community Medical Center (tentative)	Wed.	10/04	7:30 pm
Regular Meeting	Mon.	10/09	7:30 pm
Work Session – Public Safety Crime Status and Youth Programs	Wed.	10/11	7:30 pm
MML Fall Conference (College Park)	Sun. – Tues.	10/15 – 10-17	
Work Session – Public Safety Advisory Committee	Mon.	10/16	7:30 pm
Work Session – TBD	Wed.	10/18	7:30 pm
Regular Meeting	Mon.	10/23	7:30 pm
Work Session – City Manager's Quarterly Update	Wed.	10/25	7:30 pm
Special Meeting/Closed Session – Personnel and Pending Legal Matters	Wed.	10/25	Following WS
Four Cities Meeting (New Carrollton)	Thurs.	10/26	7:00 pm
Work Session – WSSC	Mon.	10/30	7:30 pm

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. Unless otherwise noted, meetings will be held in the Council Chambers in the Municipal Building (MB) at 25 Crescent Road and virtually by Zoom. Zoom meeting information for public participation is posted on the City's website at www.greenbeltmd.gov on the meeting 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



9/7/2023 1:01 PM

Ready to be scheduled:

Townhall Meeting: Virtual Meetings Accessibility
for Blind and Visually Impaired
City Contracting Policy
Walk-way fixture
Verde Apartments (*Provided August Dates*)
Greenbelt Road Corridor
BARC (*Provided Oct. 2nd Date*)
State Highway Administration (Nov.)
Meet and Greet School Board CEO
Board of Education – Building Services and
Boundaries
Prince George's County Council
Council Retreat (*Dec. 2nd tentative*)

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
Museum Plan
Bernard Penney (*Memorial Donation in honor of
Leonie Penney*)
Potential Bond Referendum/Capital Financing
Cemetery Plans
MARC Train Service/ MDOT
Arts & Entertainment District
EV Chargers Five Year Plan
Fleet Vehicles Ten Year Plan
GHI/Prince George's County (Stormwater issues)

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

fax (301) 441-8248
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MD RELAY 711

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: OTHER BUSINESS 60 minutes (9:00 - 10:00 pm)

Subject:

* Stakeholder List

Suggested Action:

Attachments:

[Stakeholder Schedule.pdf](#)

Annual														
Advisory Group Chairs	7/22	7/23												
Franklin Park at Greenbelt Station Mgmt.	12/21	12/22												
Greenbelt Center HOAs	3/23													
Greenbelt East HOAs and COAs/Greenbelt East Advisory Coalition	4/22	6/23												
Greenbelt Homes, Inc.	8/22	8/23												
Greenbelt Station HOA/Verde Apts.	8/22	8/23												
School Board Member	9/21	2/23	8/23											
State Highway Administration	11/20	11/22												
Biennial														
Beltsville Ag. Research Center	8/18	11/22												
Beltway Plaza	9/22													
NASA/GSFC	3/22	4/23												
Greenbelt Business Alliance	10/22													
Greenbelt Park NPS	1/22	3/23												
Greenway Shopping Center	12/20	2/23												
Religious/Spiritual Organizations	6/22													
Twice a Year														
County Council Person and At Large Members	5/23													
Meetings as Needed														
Apartments	4/21													
Comcast/Verizon	3/21													
Greenbelt Office Parks														
Greenbelt Watershed Groups	10/19													
Hotels	8/23													
PEPCO	2/22													
WSSC	2/22	6/23												
Washington Gas	8/23													
Prince George's Economic Development Corp.	11/21													
Prince George's Planning Board	10/19													
Roosevelt Center Owner	8/20													
University of Maryland	4/15													
WMATA/PGDPW&T (Semi-Annual)	5/22													
Newly Elected/Appointed Officials (Presentation of a Council Regular Meeting)														
County Executive														
School Board CEO														
State's Attorney	1/23													

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS 60 minutes (9:00 - 10:00 pm)

Subject:

* Reappointment to Advisory Board/Committee

Suggested Action:

Reference: Reappointment Survey

Bryan Bruns had indicated his willingness to continue to serve on the Forest Preserve Advisory Board (FPAB), and Benjamin Friedman to continue to serve on the Advisory Planning Board (APB).

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

Attachments:

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS 60 minutes (9:00 - 10:00 pm)

Subject:

* Resignation from Advisory Group

Suggested Action:

Reference: Email - L. Park
Reappointment Survey

Korrie Johnson and Elsie Waynes have submitted their resignation from the Advisory Committee on Education (ACE).

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

Attachments:

City Council Agenda Item Report

Meeting Date: September 11, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS 60 minutes (9:00 - 10:00 pm)

Subject:

* Letter of Support Request Reconnecting Communities and Neighborhoods - Unlocking University Boulevard Community Connectivity

Suggested Action:

Reference:

Draft Letter of Support Template

Letter of Support

Study Area Map

Maryland Department of Transportation (MDOT) staff has reached out to the City to request a letter of support for MDOT's *Unlocking University Boulevard Community Connectivity* planning project. The planning study will build off Greenbelt's planning work, including the MD 193 Corridor Plan, and other local stakeholders to analyze potential road diets, sidewalks and active transportation gaps, transit infrastructure improvements, crosswalks, and trail connectivity through the corridor to create stronger neighborhood connectivity and access to essential destinations. The MDOT State Highway Administration (SHA), as the facility owner, will closely engage with all community stakeholders to complete this comprehensive study. The proposed limit of the study is from US-1 to Hanover Parkway on MD 193.

Staff has prepared a draft letter of support for Council's approval.

Attachments:

[DRAFT_-_RCN_Template_Support_Letter_MD193.pdf](#)

[23-0905_RCN_Support_Letter-MD193-City_of_Greenbelt_DRAFT_V2.pdf](#)

[Study Area Map.jpg](#)

[Letterhead]

August 28, 2023

The Honorable Pete Buttigieg
Secretary
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington DC 20590

Dear Secretary Buttigieg:

On behalf of [Organization/Jurisdiction Name], I/we am/are writing to express my/our support for the Maryland Department of Transportation's (MDOT) request for funding from the Reconnecting Communities and Neighborhoods (RCN) program for its [Unlocking University Boulevard Community Connectivity planning project].

The [Unlocking University Boulevard Community Connectivity planning project] will engage communities and stakeholders around the future of University Boulevard (MD 193) from Rhode Island Avenue to Hanover Parkway. The comprehensive study will analyze potential road diets, sidewalks and active transportation gaps, transit infrastructure improvements, crosswalks, and trail connectivity through the corridor to create stronger neighborhood connectivity and access to essential destinations.

The project will build off the planning efforts conducted by the Maryland-National Capital Park and Planning Commission and the City of Greenbelt to determine a unified vision for moving the corridor forward. The MDOT State Highway Administration (SHA), as the facility owner, will closely engage with all community stakeholders to complete this comprehensive study.

This project strongly aligns with the U.S. Department of Transportation (USDOT)'s goals for the RCN program by proactively and holistically addressing barriers to community connectivity and access to essential destinations along the MD 193 corridor.

I encourage your careful consideration of the Maryland Department of Transportation's funding request. Should you have any questions or concerns, please contact [Name, Title, Email, Phone]. [Contact Name] will be happy to assist you.

Sincerely,

Name
Title
Organization

September 5, 2023

The Honorable Pete Buttigieg
Secretary
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington DC 20590

RE: Reconnecting Communities and Neighborhoods: MDOT's Unlocking University Boulevard
Community Connectivity Study – Letter of Support

Dear Secretary Buttigieg:

On behalf of the City of Greenbelt, I am writing to express our support for the Maryland Department of Transportation's (MDOT) request for funding from the Reconnecting Communities and Neighborhoods (RCN) program for its *Unlocking University Boulevard Community Connectivity* planning project.

The *Unlocking University Boulevard Community Connectivity* planning project will engage communities and stakeholders around the future of University Boulevard (MD 193), from Rhode Island Avenue to Hanover Parkway. The comprehensive study will analyze potential road diets, sidewalks and active transportation gaps, transit infrastructure improvements, crosswalks, and trail connectivity throughout the corridor to create stronger neighborhood connectivity and access to essential destinations.

The project will build off planning efforts conducted by the Maryland-National Capital Park and Planning Commission (M-NCPPC), the Metropolitan Washington Council of Governments (MWCOC), the City of Greenbelt, the City of College Park, and the Town of Berwyn Heights to determine a unified vision for moving the corridor and the surrounding communities forward. The MDOT State Highway Administration (SHA), as the facility owner, will closely engage with all community stakeholders to complete this comprehensive study.

This project strongly aligns with the U.S. Department of Transportation (USDOT)'s goals for the RCN program by proactively and holistically addressing barriers to community connectivity and access to essential destinations along the MD 193 corridor.

I encourage your careful consideration of the Maryland Department of Transportation's funding request. Should you have any questions or concerns, please contact Ms. Jaime Fearer, Assistant Director of Planning, at 240-542-2040 or jfearer@greenbeltmd.gov.

Sincerely,

Emmett V. Jordan
Mayor

cc: City Council
Josue Salmeron, City Manager
Terri Hruby, Director of Planning and Community Development
Jaime Fearer, Assistant Director of Planning
Bianca Motley Broom, Mayor, City of College Park
Jodie Kulpa-Eddy, Mayor, Town of Berwyn Heights

