



CITY COUNCIL AGENDA

**Municipal Building
Monday, September 09, 2019
8:00 PM**

I. ORGANIZATION

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

II. COMMUNICATIONS

6. Presentations
 - 6a. Ms. Aisha Braveboy, Prince George's County State's Attorney
Suggested Action:
Prince George's County State's Attorney Aisha Braveboy will make a brief presentation to the Council.
 - 6b. Emergency Preparedness Month
Suggested Action: Candice Covin, Disaster Program Manager with American Red Cross for Montgomery & Prince George's Counties will accept the proclamation.
[National Preparedness Day Proclamation.pdf](#)
7. Petitions and Requests
8. Minutes of Council Meetings

Suggested Action:

Work Session - January 16, 2019

Work Session - May 29, 2019

Work Session - June 12, 2019

Work Session - July 01, 2019

Interview - July 01, 2019

[WS190116.pdf](#)

[WS190529.pdf](#)

[WS190612.pdf](#)

[INT190701.pdf](#)

[WS190701.pdf](#)

9. Administrative Reports

10. Committee Reports

10a*. Advisory Planning Board Report #2019-08 (Hanover Parkway and Greenway Center Drive Intersection)

Suggested Action: It is recommended that Council accept this report.

[APB Report #2019-08.pdf](#)

10b*. Advisory Planning Board Report #2019-09 (Hanover Parkway Bicycle Facilities Alternatives)

Suggested Action: It is recommended that Council accept this report.

[APB Report #2019-09.pdf](#)

III. LEGISLATION

11. A Resolution to Authorize the Negotiated Purchase for Captioning Services from Municipal Captioning Inc. at an estimated cost of \$12,960.
- 1st Reading

Suggested Action:

Reference:

Resolution

Quote, Municipal Captioning Inc., 07/17/2019

At the Regular Meeting on August 12, 2019, the City Council approved the selection of Municipal Captioning Inc. to provide captioning services for City Council meeting. Municipal Captioning provided a quote of \$12,960 for 30 hours of captioning a month, which is a little more than 5 hours a week. The quote also includes the hardware, installation and training.

It is recommended this Resolution be introduced for first reading.

[Municipal Captioning Resolution.pdf](#)

[Quote, Municipal Captioning Inc., 07/17/2019.pdf](#)

12. A Resolution to Authorize the Negotiated Purchase of FY 2020 Legal Services from Alexander & Cleaver PA at an estimated cost of \$165,000.
- 1st Reading

Suggested Action:

Reference:

Resolution

Memorandum, A. Belton, 09/05/2019

Letter, T. Pounds, 01/11/2018

Mayor Jordan requested the present and past agreements for legal services. Staff were unable to locate the agreement with the past firm, attached is the present agreement. The FY 2020 Budget includes \$165,000 for legal services. The majority of these costs are for the services of the City Solicitor, Alexander & Cleaver PA. Since the amount paid to the firm annually is over \$10,000, a Resolution is required.

Below are the City's legal services costs since FY 2014.

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

It is recommended the Resolution be introduced for first reading.

[Alexander_Cleaver_Resolution.pdf](#)

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

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

IV. OTHER BUSINESS

13. Reclassifications

Suggested Action:

Reference:

Memorandum, M. Johnson, 04/16/2019

Budgetary Impact of Proposed Reclassifications

Position Descriptions

The City has conducted periodic review of position descriptions and actual duties based on employee or supervisory request. Directors were asked to provide positions for review. This was completed in June and information provided to Council in June. This is in lieu of a more expensive, comprehensive compensation study. The intent is to evaluate the workload and duties of a position. The memo that was distributed to Council in closed session has been provided in the agenda packet with employee names redacted. The City will not release personnel evaluations or other related material.

Attached is a memo on proposed FY 2020 Reclassifications, along with the budgetary impact and the position descriptions. Five positions are recommended for reclassification. Council

approval is sought.

[Memorandum, M. Johnson, 04.16.2019.pdf](#)

[Budgetary Impact of Proposed Reclassifications.pdf](#)

[Position Descriptions.pdf](#)

14. Forest Preserve Advisory Board Proposed City Code Changes

Suggested Action:

Reference: Chapter 12 Parks and Recreation

Council Member Byrd requested this item to be added to the agenda.

The proposed changes are attached.

[CH012 - Chapter 12 PARKS AND RECREATION-FINAL EDITS.pdf](#)

15. Council Activities

16. Council Reports

17. *State and County NAACP Letter

[NAACP-MarylandStateConference-CC-letter.pdf](#)

18. *Board of Appeals Resolution for Variance #19-0006-V

Suggested Action:

Reference: BoA Resolution #19-0006-V

An appeal was made to the Board of Appeals (BoA) to grant a variance of 11 feet to allow for the construction of a workshop/garage not entirely behind the principle structure at 10 Greenknolls Place. According to the Prince George's County Zoning Ordinance accessory buildings, in the R-55 zone, are required to be setback 60' from the front street line and are required to be located only in the rear yard. A public hearing on this application was held on July 30, 2019. The Board of Appeals found that the required criteria for granting a variance were met and voted to recommend approval of Variance 19-0006-V, consistent with staff's recommendation. All parties of record were notified of the public hearing and no one spoke in opposition to the variance request. Since no appeals or requests for oral argument have been filed with the City, staff recommends City Council adopt the Board of Appeals Resolution by consent, as permitted by the zoning legislation.

[BoA Resolution #19-0006-V.pdf](#)

19. Letter to State and Military Officials about City Interest in Greenbelt Armory

Suggested Action:

Reference:

Letter, M. McLaughlin, 12.21.2016

Letter, M. McLaughlin, 12.22.2016

Council Member Roberts requested this item to be added to the agenda. Attached are additional information on the Greenbelt Armory requested by Mayor Jordan.

[Letter, M. McLaughlin, 12.21.2016.pdf](#)

[Letter, M. McLaughlin, 12.22.2016.pdf](#)

V. MEETINGS

20. Meetings

Suggested Action:

Reference: Meetings Calendar

2019 Meeting Schedule: At the regular meeting on February 25, Council reviewed its 2019 meeting schedule. The following changes to the 2019 meeting calendar were suggested:

- Reschedule October 14th Regular Meeting to Tuesday, October 15th. (MML Fall Conference in Cambridge – October 13-15)
- No Work Session on November 20. (NLC City Summit in San Antonio – November 20-23)

A motion is required to approve this schedule change.

[meetings.pdf](#)

[Stakeholder Schedule.pdf](#)