



CITY COUNCIL WORK SESSION AGENDA
Administrative Function Session

Municipal Building & Virtual

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/81720738011?
pwd=MDJPWFdvR0lITFJuSWVrTUROdTg4dz09](https://us02web.zoom.us/j/81720738011?pwd=MDJPWFdvR0lITFJuSWVrTUROdTg4dz09)**

Dial-in: 301 715 8592

Webinar ID: 817 2073 8011

Passcode: 689002

Wednesday, August 10, 2022

7:30 PM

Administrative Meeting Session

Administrative Function Meeting

Suggested Action:

Agenda

- Introductions
- Council Discussion
 - Discuss the priority and process for scheduling Council work sessions
 - Council Work Plan: Discuss and Finalize the items from the Council Retreat
- Questions and Answers
- Other Items

[Greenbelt Council Governance Retreat Report_Final.pdf](#)

[GreenbeltMD-Outcome-Areas.pdf](#)

[Proposed Changes to the Stakeholders List.pdf](#)

City Council Work Session Agenda Item Report

Meeting Date: August 10, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Work Session Item

Agenda Section: Administrative Meeting Session

Subject:

Administrative Function Meeting

Suggested Action:

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Attachments:

[Greenbelt Council Governance Retreat Report_Final.pdf](#)

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[Proposed Changes to the Stakeholders List.pdf](#)

City of Greenbelt, Maryland

City Council Strategic Planning Retreat Report

February 5, 2022

Background

The Greenbelt, Maryland City Council engaged Raftelis to facilitate a City Council governance retreat on February 5, 2022. The purpose of this retreat was to review the City's strategic outcome areas and use those outcome areas to establish priorities and activities for the next 1-2 years in Greenbelt. This retreat was facilitated in person by Catherine Tuck Parrish and Catherine Carter and attended by the following individuals:

- Mayor Emmett Jordan
- Kristen Weaver, Mayor Pro Tem
- Judith "J" Davis, Council Member
- Silke Pope, Council Member
- Rodney Roberts, Council Member
- Ric Gordon, Council Member
- Tim George, Acting City Manager
- Resident in Attendance: Bill Orleans

Introductions

The Mayor welcomed everyone to the City Council's 2022 strategic planning retreat and each participant introduced themselves. The facilitator reviewed the retreat goals, agenda, and norms for the day.

Retreat Goals

- Review and refine the strategic plan framework and accomplishments
- Identify top priorities for the next 12-24 months

Norms

- Listen with respect
 - Let others finish before you start talking
 - Be attentive to the speaker
 - Disagree agreeably
- Be:
 - BOLD
 - Positive and realistic
 - Candid and honest
 - Patient and self-aware
 - Engaged and fully present
- Strive for consensus
- Look for opportunities to agree
- Remember the power of "if" and "and"
- Have fun!

Introductions

Retreat participants were asked to introduce themselves, and to reflect on the expectations they set for themselves and each other at the 2021 governance retreat. Councilmembers were asked to share one expectation that they had personally been working on.

Silke: I'm working to fully digest information before disagreeing and consider points from the perspectives of others.

Kristen: I'm working to identify doable ideas and ideas that can be worked toward.

Rodney: I have been personally working to convince other Councilmembers that Greenbelt West needs the same resources with regard to parks as the rest of the City.

Mayor Emmett Jordan: I'm working to look at how Council has done things in the past and to evaluate whether it is time to change.

J: I'm working on being willing to share responsibilities, and to give up some responsibilities that others could do well with.

Ric: I'm working on being fully prepared for Council activities.

Current Strategic Plan Outcome Areas

Prior to the retreat, Councilmembers were provided with the existing strategic plan outcome areas, as well as a status report from the Acting City Manager. Participants were asked to consider whether any outcome areas needed to be revised. The table below captures the outcome areas, revisions, and some of the key projects that have been completed across the areas.

Outcome Area	Suggested Revisions
Enhance Sense of Community	N/A
Economic Development and Sustainability	N/A
Improve Transportation Opportunities	N/A
Maintain Greenbelt as an Environmentally Proactive Community	N/A
Improve and Enhance Public Safety	N/A
Preserve and Enhance Greenbelt's Legacy as a Planned Community	<i>Move to a preamble</i>
Promote Quality of Life for all Residents	Promote Quality of Life, Health, and Wellbeing for all Residents
Provide Excellent Constituent Services	<i>Move to a preamble</i>
Maintain and Invest in Infrastructure	N/A
Support Equity and Inclusion within Greenbelt	<i>Add to Framework</i>

Based on the discussion, the following preamble and strategic outcomes were drafted and used to drive activities for the remainder of the session.

Revised Greenbelt Framework

The City of Greenbelt will provide excellent services, preserve and enhance our legacy, and ensure equity and inclusion in the City by:

- Enhancing Our Sense of Community
- Ensuring Sustainable Economic Development
- Improving Transportation Opportunities
- Maintaining Greenbelt as an Environmentally Proactive Community
- Improving and Enhancing Public Safety
- Promoting Quality of Life, Health, and Wellbeing for all Residents
- Maintaining and Investing in Infrastructure
- Supporting Equity and Inclusion within Greenbelt

Mayor and Council Outcome Area and Priority Update

Participants were provided with an update on the outcome areas and the priorities associated with the 2021 City Council Workplan. The table below captures the update on current projects.

Outcome Area	Top Priorities from 2021	Status Update
Enhancing Our Sense of Community	Build more inclusive self-image beyond our legacy as a planned community (gateway signage, public art)	• City is working on the gateway signage; have secured grant funding
	Racial and geographic equity	• GARE cohort is being formed to support
	Continue to offer recreation programming for all ages to ensure positive relations throughout the community	• In progress • Priority may need more specificity, or to be included in a success statement
Ensuring Economic Development and Sustainability	Continue and expand resources and funding for COVID-19 affected businesses and organizations	• In progress • For future, remove COVID reference and call out small businesses
Improving Transportation Opportunities	Greenbelt Road streetscape	• In progress
	City shuttle/circulator	• In progress
	-	• Additional work is in progress on the Capital Bike Share program
Maintaining Greenbelt as an Environmentally Proactive Community	Oppose the SC Maglev and other intrusions (Beltway widening, B-W Parkway widening, and BEP printing facility at BARC) on City's environment	• In progress
	Continue fighting proposed projects that denude Greenbelt	• In progress
	Save forest preserve	• In progress

Outcome Area	Top Priorities from 2021	Status Update
Improving and Enhancing Public Safety	Armory property	This priority should be moved under a different outcome area
	Public health/safety	Work underway, but this priority may need more specificity
	-	Police reform efforts are in progress
Promoting Quality of Life, Health, and Wellbeing for all Residents	Enhance recreation amenities in Greenbelt West	In progress
	Programs and help for seniors and children	In progress
	Promote housing and food security during and post COVID-19	In progress
Maintaining and Investing in Infrastructure	Office space reallocation and space utilization study	In progress, recommendations expected in April
	Senior housing options	Work underway, but this priority may need more specificity
	Refine capital projects funding policy	In progress
Supporting Equity and Inclusion within Greenbelt	Community visioning	This will begin around the use of ARPA funding
	Broaden citizen involvement in meetings through technology	Several technology upgrades are in place, making it easier for residents to participate in meetings virtually (e.g., Zoom options)
	Enhance/expand City election process for more participation	Initiatives have been implemented (e.g., voting by mail), but additional activities planned

Defining Success

For each of the outcome areas, participants shared thoughts on how they would define success. Prompts included:

- What does success in this area look like?
- How will we know if we've achieved this outcome area?

The following table captures responses and includes proposed success statements, based on the input from Councilmembers.

Outcome Area	Success Looks Like:	Proposed Success Statement
Enhancing Our Sense of Community	- Shared vision and buy-in to the community vision - City employees better mirror the population they serve - Internal and external understanding of Greenbelt boundaries - Promotion of the City - Communications reach everyone; greater participation in events - Public art	<i>Greenbelt residents have a shared vision for the community, enjoy public art and amenities, and actively participate in local events and civic activities.</i>
Ensuring Economic Development and Sustainability	- Welcoming and attractive place to come and start a business - Business collaboration and shared promotion, resources - Growth and new tax-based income opportunities - Variety and diversity of businesses meets the needs of residents - Effective business retention - Focus on small businesses throughout the City - Fully stocked economic development toolbox	<i>Greenbelt is welcoming and attractive, with diverse entrepreneurs and businesses that meet the needs of residents. The City actively supports collaboration among businesses for shared promotion, resource development, and business retention efforts.</i>
Improving Transportation Opportunities	- Pedestrian and bike-friendly roadways - Easy access and frequent use of public transportation - City Circulator - Electric vehicle charging stations throughout	<i>Greenbelt's residents and visitors experience easy access to different modes of transportation, with infrastructure in place to support environmentally friendly options.</i>
Maintaining Greenbelt as an Environmentally Proactive Community	- Reduced carbon footprint - Easy access to and consistent use of recycling and compost - Viable, diverse street trees (retain and increase tree canopy) - Community buy-in for environmental programming - Climate change adaptation, resiliency, and mitigation plans	<i>Greenbelt is a proactive and resilient City, with effective environmental programming, a low carbon footprint, and a healthy and diverse tree canopy.</i>
Improving and Enhancing Public Safety	- All people feel safe in all parts of the City - Collaboration and trust between police department and Greenbelt residents and businesses - Effective community policing programs - Sufficient resources for safety - Effective communication and promotion of successes broadly	<i>Greenbelt strives to ensure that all people feel safe in all parts of the City, with responsive, effective, community-oriented policing programs.</i>

Outcome Area	Success Looks Like:	Proposed Success Statement
Promoting Quality of Life, Health, and Wellbeing for all Residents	- Physical and mental health needs are met for residents and staff - Diverse recreational opportunities across the City - Convenient and equitable access to recreational facilities and programming - Access to housing assistance and food security resources	<i>Greenbelt provides opportunities for all people to participate in diverse community activities and benefit from City resources and services that are convenient and responsive.</i>
Maintaining and Investing in Infrastructure	- Effective stormwater management programming - Well-maintained City infrastructure (parks, ball fields, etc.) - Adequate and efficient use of facilities for City use - Street trees/green space/parks	<i>Greenbelt is committed to providing accessible and well-maintained City infrastructure, parks, amenities, and green spaces that meet resident and visitor needs.</i>
Supporting Equity and Inclusion within Greenbelt	- City employees better mirror the population they serve - Applicants for Boards and Committees from all over the City - Voter equity and increased participation - Equitable distribution of resources across the City - Initiate the Reparations Commission - Community engagement around priorities	<i>Greenbelt advances equitable outcomes by promoting access and inclusion in civic activities, recruiting a diverse and representative workforce, and soliciting community engagement in decision-making.</i>

Individual Priorities – Council Priorities

Councilmembers were invited to share individual initiatives that they were interested in pursuing over the next 1-2 years. These initiatives included:

- Increase funding for public safety
- Identify stormwater issues and create a focused management plan
- Reduce the City's carbon footprint
- Promote staff morale and support
- Increase tree canopy by adding to the Forest Preserve
- Purchase available land in Greenbelt West and create a new City park, including playing fields
- Work for federal protection of BARC and adjoining properties
- Address health disparities
- Hold the tax rate/expense line – long-term financial planning
- Develop and implement short- and long-term strategies for community and economic development
- Focus on equity and inclusion
- Improve Council Collaboration

When prioritized, the following initiatives were agreed to by the group. The top priorities will be added to the list of on-going Council priorities.

Top Priorities

- Promote staff morale and support
- Focus on equity and inclusion
- Increase tree canopy by adding to the Forest Preserve

Other Priorities

- Increase funding for public safety
- Identify stormwater issues and create a focused management plan
- Reduce the City's Carbon Footprint
- Purchase available land in Greenbelt West and create a new City park, including playing fields
- Work for federal protection of BARC and adjoining properties
- Address health disparities
- Hold the tax rate/expense line – long-term financial planning
- Develop and implement short- and long-term strategies for community and economic development
- Improve Council Collaboration

Next Steps

Next steps for City staff and Council include the following:

- Senior staff will review this report and share specific activities that are underway associated with the outcome areas and existing priorities and will identify proposed first steps for the new priorities
- Council will refine, confirm, and approve the priority list within the month of February
- Staff will develop a workplan, inclusive of Council priorities
- Staff will propose a reporting cadence, likely linked to the Quarterly City Manager updates

Last Words

Participants were each asked to share their reflections on our time together.

- **Kristen:** I'm feeling reasonably hopeful.
- **Mayor:** There will be stuff that we disagree on, and there always will be, but we have to find a way to be more productive together. It doesn't need to be as challenging as it is.
- **J:** Once we got past the initial work, I think we're in good shape and have accomplished a lot.
- **Ric:** I feel good about the retreat and wish that everyone could have been here.

THE CITY OF GREENBELT

2022 Outcome Areas



The City of Greenbelt will provide excellent services, preserve and enhance our legacy, and ensure equity and inclusion in the City by:



Enhancing Our Sense of Community



Improving and Enhancing Public Safety



Ensuring Sustainable Economic Development



Promoting Quality of Life, Health and Wellbeing for all Residents



Improving Transportation Opportunities



Maintaining and Investing in Infrastructure



Maintaining Greenbelt as an Environmentally Proactive Community



Supporting Equity and Inclusion within Greenbelt

Proposed Changes to the Stakeholders List

If these changes are accepted, it will cut our stakeholder work sessions in half, while focusing Council's attention on those groups that are relatively more important to Greenbelt's current and future needs. It will also give Council more time to hold work sessions on other, equally important, emerging issues and policies.

Annual:

These are groups, organizations, and agencies that have a major share of our constituents, have a major impact on Greenbelt or need to be interacted with on a very regular basis.

Advisory Group Chairs

County Council Person and At Large Members

Franklin Park at Greenbelt Station

Greenbelt Center HOAs

Greenbelt East HOAs and COAs/GEAC

Greenbelt Homes Inc.

Greenbelt Station HOA/Verde Apts.

School Board Member

State Highway Administration

Biennial:

These are groups, organizations and agencies that need to be interacted with fairly often.

Beltsville Agricultural Research Center

Beltway Plaza

Goddard Space Flight Center

Greenbelt Park NPS

Greenway Shopping Center
Religious/Spiritual Organizations
Roosevelt Center Merchants
(Perhaps the newly formed Business Group)

Meetings As Needed:

These are groups, organizations and agencies that only occasionally need to be met with as a concern or problem arises. If there are no concerns, Council would not schedule a work session with them.

Apartment Complexes
Comcast/Verizon
Greenbelt Office Parks
Greenbelt Watershed Groups
Hotels
Pepco/WSSC
Prince George's Economic Development Corp.
Roosevelt Center Owner
University of Maryland
WMATA/PGDPW&T

Newly Elected/Appointed Officials:

These officials would be invited to meet with Council soon after they are newly elected or appointed to establish contact and expectations.

County Executive
School Board CEO
State's Attorney