

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
August 10, 2015 - 08:00 p.m.

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

6. Presentations

Proclamation – Social Security's 80th Anniversary

Social Security will be celebrating its 80th Anniversary on August 14,

2015. Mayor Jordan will read a proclamation.

Proclamation

7. Petitions And Requests

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

8. Minutes Of Council Meetings

Statement For The Record – Executive Session Of July 15, 2015

The following motion is needed:

In accordance with the General Provisions Article, Section 3-306(c)(2) of the *Annotated Code of Public General Laws of Maryland*, I move that the minutes of tonight’s meeting reflect that Council met in executive session on Wednesday, July 15, 2015, at 7:03 p.m. in Room 201 of the Community Center. Council held this closed meeting in accordance with the General Provisions Article, §3-305(b)(1) of the *Annotated Code of Public General Laws of Maryland*, to discuss a personnel matter.

Vote to close session:

	Yes	No	Abstain	Absent
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Ms. Davis	X			
Mr. Herling	X			
Ms. Mach	X			
Ms. Pope	X			
Mr. Putens				X (arrived at 7:10 p.m.)
Mr. Roberts				X (arrived at 7:58 p.m.)
Mayor Jordan	X			

The following staff members were in attendance: Michael McLaughlin, City Manager; John Shay, City Solicitor; David Moran, Assistant City Manager; and James Craze, Police Chief.

Other individuals in attendance: None

Council took no actions during this session. (CM)

Statement

Statement For The Record – Executive Session Of August 3, 2015

The following motion is needed:

In accordance with the General Provisions Article, Section 3-306(c)(2) of the *Annotated Code of Public General Laws of Maryland*, I move that the minutes of tonight's meeting reflect that Council met in executive session on Monday, August 3, 2015, at 9:00 p.m. in the Library of the Municipal Building. Council held this closed meeting in accordance with the General Provisions Article, §3-305(b)(7) of the *Annotated Code of Public General Laws of Maryland*, to consult with legal counsel regarding an annexation issue.

Vote to close session:

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

Ms. Mach	X			
Ms. Pope	X			
Mr. Putens	X			
Mr. Roberts	X			
Mayor Jordan	X			

The following staff member was in attendance: Michael McLaughlin, City Manager; John Shay, City Solicitor; Karen Ruff, Associate of the City Solicitor; David Moran, Assistant City Manager; Celia Craze, Director of Planning and Community Development; and Jessica Bellah, Community Planner.

Other individuals in attendance: None

Council took no actions during this session. (CM)

[Statement](#)

* Regular Meeting, June 22, 2015

[Minutes](#)

Regular Meeting, July 13, 2015

[Minutes](#)

Work Session, July 22, 2015

[Minutes](#)

Work Session, July 27, 2015

[Minutes](#)

9. Administrative Reports

10. *Committee Reports

* Advisory Committee On Trees, Report #2015-1 (Recommended Trees For Use Under Power Lines):

It is recommended that Council accept this report and recommendations which were discussed at the Pepco work session on July 22, 2015, and shared with local homeowner associations. No further action is required.
(CM)

[ACT Report](#)

* Public Safety Advisory Committee, Report #2015-1 (Emergency Operations Plan Revision Recommendations)

It is recommended that Council accept this report and refer it to staff to

update the plan in accord with the recommendations. (CM)

Report

* Youth Advisory Committee, Report #2015-1 (Voting Age):

It is recommended that Council accept this report and consider it on the agenda of a future meeting. (CM)

Report

11. 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

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.

Ms. Pope introduced this resolution for first reading at the last meeting. It is recommended the resolution be introduced for second reading and moved for adoption tonight. (CM)

Resolution

12. A Resolution To Authorize The Purchase And Installation Of A Thermoplastic Polyolefin Roofing System For The Replacement Of The

Flat Roof At The Greenbelt Aquatic And Fitness Center From A.K.J., Inc.
At A Cost Not To Exceed \$78,200

-1st Reading

The roof over the indoor pool and surrounding flat roof at the Greenbelt Aquatic and Fitness Center (GAFC) are 25 years old and in need of replacement. At its December 9, 2014 meeting, Council approved Resolution 2028 authorizing the purchase of a Kalwall Roof System over the Indoor Pool Area at the Greenbelt Aquatic and Fitness Center (GAFC) from Structures Unlimited. This work is scheduled to begin in September. To ensure the entire GAFC roof system is water tight, it is critical that both the indoor pool roof and surrounding flat roof are replaced at the same time. The FY 2016 budget includes \$90,000 for the flat roof replacement project.

In May, the City issued a Request for Proposals (RFP) for the replacement of the flat roof at the GAFC with a Thermoplastic Polyolefin (TPO) roofing system manufactured by Carlisle Syntec which is a “green roof.” The TPO roofing system is a light colored, reflective surface which heats up less in the sun. TPO roofing systems were used on the Public Works facility, Municipal Building and Springhill Lake Recreation Center and staff has been very pleased with the product.

The RFP called for a 20 year no dollar limit warranty for the TPO roofing system to ensure the City will have a warranty on the roofing system for 20 years with no out of pocket costs. Additionally, alternate pricing for any needed replacement of the roof decking and drains was requested. Given the age of the existing roof and water leaks that have been experienced, there is likely to be deteriorated decking that must be replaced. However, it will not be known until the existing roof is removed.

Six responses were received to the RFP ranging from a low base bid of \$64,750 to a high base bid of \$134,125. Staff carefully reviewed the two lowest bids received, from A.K.J., Inc. (base bid \$64,750) and Elite Sheet Metal Works, Inc. (base bid \$67,756). Both companies met all the

requirements of the RFP and received positive recommendations from previous clients. However, A.K.J., Inc. provided significantly lower alternative pricing (\$9.70/SF) for any needed replacement of decking and drains compared to Elite Sheet Metal Works (\$90/SF).

Included in Council's packet is a memorandum from Jim Sterling, Acting Director of Public Works, detailing the RFP and bid review process. Mr. Sterling is recommending the GAFC flat roof replacement project be awarded to A.K.J., Inc.

Ms. Pope introduced this resolution for first reading at the last meeting. It is recommended the resolution be introduced for second reading and moved for adoption tonight. (CM)

[Resolution](#)

[RFP](#)

[Proposal](#)

[Memo](#)

13. A Resolution To Authorize Deirdre Allen To Sign Checks, Vouchers And Purchase Orders From August 11 To August 14, 2015
-1st Reading, Suspension of the Rules, 2nd Reading, Adoption

Included in Council's packet is a resolution to authorize Deirdre Allen, Finance Manager, to sign checks, purchase orders and vouchers, if needed, from August 11 to August 14, 2015. Although the Assistant City Manager will be present during this time period, the City Manager and the Treasurer will both be on leave. This resolution will authorize the Finance Manager to be the required second signature on documents should the need arise.

It is recommended the resolution be introduced for first reading, the rules suspended, and the ordinance adopted at this meeting. (CM).

Note: An affirmative vote of six members is required to dispense with the requirement for reading the resolution on two separate days.

Resolution

14. Greenbelt Homes, Inc. – Right-Of-Way Vacation

Greenbelt Homes, Incorporated (GHI) has requested that the City agree to vacate certain portions of rights-of-way located at 7 Court Research Road; 33 & 35 Courts Ridge Road and 9, 11 & 13 Courts Hillside Road to address yard and unit encroachments. In March 2012, the City agreed to vacate a portion of r-o-w on Crescent Road to address similar encroachment issues. The intent of the right-of-way vacations is to respect historic GHI yard lines as much as possible, while accommodating utility requirements and the City's desire to retain sufficient rights-of-way for public use.

City staff, working with GHI staff, has had a surveyor prepare three revised right-of-way plats that minimize encroachment issues to the maximum extent possible, respecting Pepco's requirement that any new right-of-way line be a minimum of one (1) foot setback from its utility poles and GHI historic yard lines. Staff took a similar approach as taken with the previous Crescent Road right-of-way vacation, but in the present cases the absence of utility pole guy wires/anchors has allowed for a more straight line approach to be taken. The proposed new right-of-way line on Hillside Road does jog to retain the 90 degree parking areas in city right-of-way. The right-of-ways to be vacated range in width with the maximum being approximately 30 feet along Hillside.

The proposed right-of-way lines were staked in the field. GHI staff communicated with affected members and the GHI Board approved the new right-of-way plats in July 2015. Prince Georges County's right-of-way vacation process requires a Petition Application including a legal description and plat of the area to be vacated, be prepared and sent to all utility companies and adjacent property owners for review and comment before being submitted to the County for Planning Board approval.

It is recommended that Council approve the stakeout plats showing the new proposed right-of-way lines, and direct to staff to work with GHI's consultant to complete the Rights-of-Way Vacation Petition Application package for distribution and final submittal to the Prince George's County Planning Board for approval. (TH)

[Reference](#)

15. Belle Point Playground Path

At the July 13 meeting, Council discussed whether concrete or a pervious material should be used for the path to the new Belle Point playground and raised a number of questions related to the path.

The path will be 125 feet long and a total of 625 square feet. Pervious concrete will cost approximately \$15 per square foot or \$9,375 total and regular concrete will cost \$5 per square foot or \$3,125 total. \$3,000 is budgeted for the path. This project is right on budget so any additional funds would have to come from the fund balance in the Capital Projects Fund.

A pervious path was installed at the Attick Park restrooms. It has held up well and has not silted in. However, it does not handle runoff as well as expected. Public Works has considered installing a French drain next to the path. Installation takes about three times longer for the pervious path due to the time required to prepare the sub-base and finishing the pervious material requires more labor.

Council direction is sought. (MPM)

[Reference](#)

16. Request Of Prince George's County Historical Society

The Prince George's County Historical Society is holding its annual "Prince of a County" fundraising event at the Greenbelt Theatre on Sunday, September 13 from 1 to 3 pm. Included in Council's packet is a brief description of the event which will include the showing of the Greenbelt Museum's visitor orientation film, "Greenbelt: A Model Community".

The Historical Society is seeking permission to serve wine during the event. In the review of the theatre's Operating Agreement, it was decided that any requests to serve alcohol at the theatre would need Council approval. This is the first request since the grand re-opening.

It is recommended that Council approve allowing the Historical Society to serve wine at its September 13 event. (MPM)

17. Submission Of FY 2017 Community Parks And Playground Grant Application

Applications for State of Maryland Community Parks & Playground (CPP) grants are due August 19, 2015. Staff is recommending that the City seek funding to renovate the Community Center playground. Included in Council's packet is a proposed layout of the renovated playground.

The current playground consists of an area with play equipment and a separate area with a small tricycle track, shed and a sandbox. Much of the play equipment is located under large mature oak trees. This presents a potential hazard due to falling limbs and is also not ideal for the health of the trees. City staff met with Lisa Meyer, Executive Director of the Greenbelt Nursery School (GNS), to develop and review the proposed concept. Under the City's Lease with GNS, they have exclusive use of this playground on weekdays during the school year.

The new playground would serve ages 2-5. The proposed layout would shift the equipment away from the trees and surround it with a 5 foot wide

tricycle track. The fencing would be modified and the shed would be moved. The new play area consists of a large combination piece (Melbourne), a 4-child swing, and three smaller pieces (a “trike” store, a play house and a sand & water table). The combo piece will have two large (15 foot) umbrella shade canopies. The track includes a pull-off area for the “trike” store.

The playground surface proposed is poured in place (PIP). The track surface proposed is concrete. Staff recommends PIP over engineered wood fiber (EWF) because EWF would easily migrate onto the track requiring frequent maintenance. PIP is pervious and allows water to drain through it. Pervious concrete was considered for the track, but this would create a rough surface for tricycle riding. The closest age 2-5 playgrounds and their respective surfacing are Westway (EWF), 2 Court Southway (EWF) and A-Block (PIP)

The total proposed cost from GameTime is \$157,826 which includes \$29,329 for site work, \$72,642 for equipment and \$51,955 for PIP surfacing. The City is also seeking an additional \$7,400 for fencing, moving the shed and other associated costs. The estimated total project cost is \$165,226 and staff will seek 100% CPP funding for this project.

Staff recommends Council approve submission of the FY 2017 CPP Grant application as outlined above. If the application is approved, the City would likely receive notice in the summer of 2016 and construction would occur in the fall of 2016 or the spring of 2017. David Moran, Assistant City Manager, is available to discuss this proposal. (DEM).

[Application](#)

[Equipment Description](#)

[Site Layout and Costs](#)

18. Letter to State Delegation-Pepco Tree Work

At the Work Session on Pepco's Tree Plans on July 22, Councilmember Roberts requested that this item be added to tonight's agenda.

The City has advocated for more authority over Pepco's vegetation management in recent years as follows:

- During the 2013 Session, the City opposed HB 587 (Del. Davis) which would prohibit a County or Municipality from interfering with a utility's vegetation management program. This bill passed unanimously in the House and 35-12 in the Senate, despite the City's objections.
- In the 2015 Session, the City supported HB 376 (Del. Tarlau) which would have repealed the provisions adopted in 2013. Delegates Healey and Washington were co-sponsors. MML supported this bill. HB 376 received an unfavorable vote (21-0) in Committee.
- Delegate Tarlau plans to introduce legislation in 2016 that would allow a municipality to adopt an ordinance or regulation, but require that the municipality meet with the utility to work out an agreement. If both parties fail to agree, then the PSC can determine the validity of the municipal ordinance/agreement. Staff is not optimistic that this bill will pass.

Council direction is sought. (DEM)

19. Council Reports

The City has heard that funding from Prince George's County for the School Resource Officer Program may be cut from the County's FY 2016 budget. A Greenbelt Police Officer has served as the School Resource Officer at Eleanor Roosevelt High School and the County has provided \$80,000 to the City to help fund the officer for the past ten (10) years.

Included in Council's packet is a suggested letter to the County

Executive urging continuation of the funding.

Council approval is recommended. (MPM)

[Draft Letter](#)

20. Inquiry To Prince George's County Board Of Elections

At the work session on August 5, 2015, Mayor Pro Tem Davis requested this item be included on the agenda. (CM)

21. Other Reports

Councilmembers will present reports on meetings and conferences recently attended. (CM)

22. Reappointment To Advisory Group

Reference:

Reappointment Survey

Jeffrey Keenans has indicated his willingness to continue to serve on the Park and Recreation Advisory Board. Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Keenan to a new term on the Park and Recreation Advisory Board. (CM)

23. Meetings

It is suggested that no meeting be scheduled on Monday, August 17th, due to the absence of two members of Council.

Regular Meeting	Mon.	08/10	8:00 pm
Work Session – Green Team Solar Briefing (CC) (<i>tentative</i>)	Wed.	08/12	8:00 pm
No Meeting	Mon.	08/17	8:00 pm
Work Session – Greenbelt Station Park Site Plan (CC) (<i>tentative</i>)	Wed.	08/19	8:00 pm
Work Session – Cherrywood Lane Design (<i>tentative</i>)	Mon.	08/24	8:00 pm
Work Session – Economic Development Proposal/Peppo (CC) (<i>tentative</i>)	Wed.	08/26	8:00 pm

Work Session – Forest Preserve Health Assessment RFP (<i>tentative</i>)	Mon.	08/31	8:00 pm
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