



## **CITY COUNCIL WORK SESSION AGENDA**

### **Work Session – City Manager Update**

**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](mailto:questions@greenbeltmd.gov)**

**[https://us02web.zoom.us/j/85681621312?](https://us02web.zoom.us/j/85681621312?pwd=eCtWbTVVUDYxVUZEWCtObTBGczZFdz09)  
[pwd=eCtWbTVVUDYxVUZEWCtObTBGczZFdz09](https://us02web.zoom.us/j/85681621312?pwd=eCtWbTVVUDYxVUZEWCtObTBGczZFdz09)**

**Dial-in: 301 715 8592**

**Webinar ID: 856 8162 1312**

**Passcode: 160075**

**Monday, July 25, 2022**

**7:30 PM**

### **Work Session Packet**

Work Session - City Manager Update  
Suggested Action:  
Agenda

- Introductions
- Interim City Manager Presentation

- Council Discussion

- Questions and Answers

- Other Items

[2022 MBO's v2.pdf](#)

[07 22 - PR - Council Meeting Follow-up \(4\).pdf](#)

# **FY 2022 Management Objectives**

As of June 30, 2022

| <b>CITY COUNCIL</b>                                                       |
|---------------------------------------------------------------------------|
| Set policy and direction for the city.                                    |
| <i>Ongoing.</i>                                                           |
| Represent the city's interests with federal, state and regional agencies. |
| <i>Ongoing.</i>                                                           |
| Meet regularly with major "stakeholders" in the city.                     |
| <i>Ongoing.</i>                                                           |

| <b>ADMINISTRATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Implement Council's goals and policies.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <i>Ongoing.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Monitor legislative proposals at the county, state and federal level that can impact Greenbelt.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <i>Ongoing.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Update the Greenbelt Road Corridor Improvement study.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <i>The City is working with consulting firm Kittelson &amp; Associates on the Greenbelt Road (MD 193) Corridor Plan, which focuses on a nearly two-mile segment of Greenbelt Road between Baltimore and Kenilworth Avenues. The plan identifies a cohesive vision for the future of the corridor and is seen as a next step in building on the recommendations of the 2018 Urban Land Institute (ULI) report Creating a Future for Greenbelt Road/MD-193. The plan kicked off in fall 2021. An agency stakeholder meeting was held in December 2021, and public engagement was conducted in Spring 2022, followed by the release of a draft plan for public comment in May 2022. The final report is anticipated in August 2022. The project is made possible by a \$55,000 grant from the Metropolitan Washington Council of Governments Transportation Land-Use Connections (TLC) program awarded to the city in Summer 2021.</i> |
| Continue to oppose the proposed Maglev train and widening of the Baltimore-Washington Parkway and I-495.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <i>Continuing to work with Jill Grant &amp; Associates to correspond with agencies regarding the city's opposition to the Maglev.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Implement an ARPA Engagement Plan and Identify Spending Opportunities</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <i>Ongoing – Staff provided an ARPA Spending Plan to Council with a list of potential projects that Council ranked from 0-3. The ranked list was discussed at a Council work session on July 18. Council reviewed top ranked priorities and amended the proposed allocation amount on a number of items. Staff will refine the estimate cost amounts in preparation for the August 8 Regular Council Meeting.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>ECONOMIC DEVELOPMENT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Work with the local business community to identify resources needed for business relief, recovery and long-term sustainability.                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <i>Collaborated with CARES to host a job fair to assist Greenbelt employers with recruiting employees and to provide residents with an opportunity to apply for available positions. Twenty-one employers and 100 applicants seeking jobs participated in the job fair. Employ Prince George's County was on hand to provide information on job training opportunities and resources to assist with preparing resumes and job interviews. The City's PIO Department worked closely with both CARES and Economic Development to promote the job fair to businesses and residents.</i> |
| Provide ongoing support to Greenbelt businesses recovering from the impacts experienced due to COVID-19.                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <i>Greenbelt Business Improvement and Recovery Funds (GBIRF): \$400,000 in GBIRF funds were disbursed to 24 businesses and nonprofit agencies to assist with recovery from the pandemic.</i>                                                                                                                                                                                                                                                                                                                                                                                         |
| Implement strategic economic development goals and objectives established based upon Council's overall vision for Greenbelt.                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <i>With the help of the PIO Department, updated the City's Economic Development webpages to better reflect the City's Economic efforts and to provide more information and resources for businesses focused on expansion efforts, entrepreneurs interested in starting a business, provide information for businesses considering locating in Greenbelt; and to assist residents seeking employment opportunities and job training.</i>                                                                                                                                              |
| Promote economic development initiatives that support business attraction and retention in Greenbelt.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <i>Sent out two business briefs, one to promote the Maryland Department of Housing &amp; Community Development's Restoration Grant to help businesses with property assistance or business operations; and a business brief promoting a survey developed by the Greenbelt Business Alliance (GBA) to help them better understand how they can support businesses with networking, resource sharing and business educational opportunities. The business brief survey was re-sent three times to remind and encourage businesses to participate in the survey.</i>                    |
| Restructure the Economic Development revolving loan fund to support COVID-19 recovery, and business retention or attraction initiatives.                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <i>Currently on hold.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

## HUMAN RESOURCES

Continue to scan current employee files into Laserfiche (document management system) and work toward an electronic onboarding process.

*Scanning process is ongoing. The electronic onboarding process has eliminated the use of paperwork and saves the organization cost in purchasing paper. Successfully migrated electronic documents to Laserfiche Cloud, which allows licenses for more users.*

If funding is approved, request proposals and contract with a firm to perform a salary and compensation study.

*Baker Tilly, US LLP was selected to perform the Job Classification and Compensation Study with Council approval on June 6, 2022. A kick-off meeting was held with senior staff and Baker Tilly on July 19, 2022.*

## FINANCE

Upgrade or replace the current financial system to eliminate most manual processes and allow enhanced automated financial processes including: 1) allow electronic payments to/from city accounts; 2) allow electronic purchase order approval process; 3) allow time clock integration; and 4) provide digital copies of documents instead of paper files.

*In progress. Edmunds GovTech was selected and approved by Council on April 25, 2022. Finance is now submitting a host of information to the vendor for formatting/ uploading into their system. Most important, we are waiting to receive the required data conversion files from the current vendor (Central Square) to also incorporate into the Edmunds system. Upon receipt of the conversion data, the process should move more quickly.*

Review and update the Investment Policy.

*In progress. Most of this discussion/ effort was completed as part of the new financial policies approved by Council last year. We will continue to work with Davenport to discuss any remaining steps required to update the investment policy.*

Update and produce a written financial policies and procedures manual.

*In progress.*

| <b>INFORMATION TECHNOLOGY</b>                                                                                                                                                                                                                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Work with departments to make most effective and efficient use of IT resources.                                                                                                                                                                                                                                                                                       |
| <i>Ongoing.</i>                                                                                                                                                                                                                                                                                                                                                       |
| Upgrade city computers to Windows 10 and Office 2019.                                                                                                                                                                                                                                                                                                                 |
| <i>About 98% complete. Couple Toughbooks in the queue.</i>                                                                                                                                                                                                                                                                                                            |
| Expand Laserfiche document management solution to the Finance Department.                                                                                                                                                                                                                                                                                             |
| <i>Ongoing. Human Resources has implemented electronic onboarding for new employees. The City Manager's office is getting started by setting up file structures and scanning documents as time permits. Finance is on hold pending a new financial system. Police have expressed interest. May need to look at a city-wide Laserfiche person to help departments.</i> |
| Continue systematic camera upgrades and expansion.                                                                                                                                                                                                                                                                                                                    |
| <i>Ongoing. Schrom Hills Park cameras are installed, looking at alternatives to Comcast. Franklin Park will be started this fall.</i>                                                                                                                                                                                                                                 |
| Participate in cable television negotiations, leadership of county-wide Institutional Network (I-Net), COG and MML IT groups.                                                                                                                                                                                                                                         |
| <i>Ongoing. Nearing a Comcast agreement.</i>                                                                                                                                                                                                                                                                                                                          |

| <b>PUBLIC INFORMATION</b>                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Create Council Meeting summaries for social media.                                                                                                                                                                                                                                                                                                                                                        |
| <i>Meeting announcements are now scheduled on Facebook and Twitter. A GovDelivery e-bulletin called "This Week in Greenbelt" was temporarily placed on hold due to the pandemic and being short-staffed. This e-bulletin detailed all council, board, and committee meetings with links to find more information about agenda items. We are currently looking into getting this up and running again.</i> |
| Upgrade the Municipal Access playback system.                                                                                                                                                                                                                                                                                                                                                             |
| <i>The equipment update is complete and working properly.</i>                                                                                                                                                                                                                                                                                                                                             |
| Create a manual for studio operations.                                                                                                                                                                                                                                                                                                                                                                    |
| <i>The manual has been created and is a working document.</i>                                                                                                                                                                                                                                                                                                                                             |
| Continue to enhance and improve our current communications platforms.                                                                                                                                                                                                                                                                                                                                     |
| <i>We are continuing to serve all departments with their PIO needs on all official communication platforms.</i>                                                                                                                                                                                                                                                                                           |
| Create hybrid Live/Virtual meeting format.                                                                                                                                                                                                                                                                                                                                                                |
| <i>The hybrid live/virtual meeting format project has been created and is working successfully.</i>                                                                                                                                                                                                                                                                                                       |
| Find a way to caption hybrid meetings.                                                                                                                                                                                                                                                                                                                                                                    |
| <i>We have fixed captioning issues with Zoom hybrid live/virtual meetings.</i>                                                                                                                                                                                                                                                                                                                            |

## GREENBELT MUSEUM

As conditions with the pandemic allow, reopen the Museum incorporating recommended best practices for safe operation of tours and programs.

*The Museum has been welcoming visitors back to the historic house since the beginning of June. We have moved to a timed ticket entry system in an effort to keep our visitors, volunteers, and staff safe in the small, poorly ventilated house. We have been using Evenbrite as the platform through which people can buy tickets for either a house tour or a walking tour and so far, the response has been positive. Visitorship has not returned to pre-pandemic numbers, but we are continuing to market the new system and are booking group walking tours. Most recently groups have come from Virginia Tech, Riderwood, and George Washington University. We are also continuing to offer free walking tours each month which have been well-attended. Museum programming has continued both in person and via Zoom. Our lecture on Women of WWII attracted over 35 people and a Zoom talk exploring historic Maryland cookbooks currently has over 50 people registered.*

Continue to support the Friends of the Greenbelt Museum in a Capital Campaign to raise funds for its portion of the transformation and operation of the expanded museum.

*FOGM and the museum director have raised \$281,000 thus far in the quiet phase of the Capital Campaign. Funds have been raised through naming opportunities, grants from the Maryland Heritage Areas Authority/Maryland Historic Trust (MHAA/MHT) and the Redevelopment Authority of Prince George's County, as well as through participation in the Community Investment Tax Credit Program through the state of Maryland. FOGM, along with the museum director, have been working with a fundraising consultant since January and together have developed a case statement which will be used in the fundraising process.*

Collaborate with Friends of Old Greenbelt Theatre to install the 75<sup>th</sup> anniversary timeline exhibit in the Screening Room, their second space.

*The museum director is continuing to meet with the director and staff of the Greenbelt Theatre regarding the timeline exhibit. However, the theatre director and staff have proposed significant changes to the original exhibit. They have redesigned the exhibit to fit the space now available post build-out, reduced the number of photos from 10 images per decade to 4 per decade, rewrote photo captions, and chose to include only four decades, the 1930s–1960s, leaving off the 1970s–2010s. To ensure the integrity of the historical information, the Museum Director will review and edit the altered exhibit carefully prior to installation. Signage will reflect that what is on display was excerpted from the original exhibit.*

| PLANNING                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Continue to oversee the design, permitting and construction of the WMATA connection trail.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <p><i>While it was hoped that the project would be able to go to construction sometime this fall we are now anticipating a start date of early Spring 2023. There are a number of requirements associated with the TAP grant that have added several months to the project timeline. In addition, certain restrictions on the TAP funding has resulted in staff having to revise the grant funded portion of the project to eliminate certain proprietary components (i.e., bridge and boardwalk and associated lighting). Additional revisions to the project scope/design may be needed as the State completes its review of the project plans as required by the TAP funding. Meanwhile, staff has scheduled a preconstruction meeting with the County inspector that will allow the release of the grading permit which is required for Woodlawn to submit the building permit for the bridge and boardwalk. After extensive coordination with WMATA the utility design plans are almost complete. NEPA review is also almost complete. The MDE Waterways permit has been issued, TCP II has been approved by the County along with the Sediment and Erosion Control plans.</i></p>                                                                                           |
| Oversee the review of major state and federal projects including the I-495/I-270 Managed Lane Study, SCMaglev, and the relocation of the Bureau of Engraving and Printing to BARC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <p><i>While the project has been paused, staff continues to monitor the project and share new information with Jill Grant &amp; Associates as appropriate.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Work with the county on the rollout of the new Zoning Ordinance, including the Greenbelt Neighborhood Conservation Overlay Zone.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><i>The new Zoning Ordinance, Zoning Map, and Subdivision Regulations took effect on April 1, 2022. Staff is familiarizing itself with the new ordinance and regulations and monitoring legislation that aims to amend provisions of the zoning ordinance.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Obtain grant funding for the implementation of Phase 2 of the Gateway Sign project and oversee installation of remaining welcome signs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p><i>Staff continues to work on implementation of Phase 1 signs. Construction details/plans for both the Southway sign and pole mounted signs were finalized in October 2021; however, the SHA permitting process revealed that the pole signs could not be permitted along State highways without significant design changes, and the total number of signs proposed along State highways between Phases 1 and 2 exceeds the number of jurisdictional gateway signs SHA will permit along their highways. Given this, staff intends to defer pole sign installation so these issues can be re-visited in the context of the Citywide Wayfinding project that M-NCPPC is about to kick off under the Planning Assistance to Municipalities Program. Per MD Dept. of Housing &amp; Community Development instructions, Staff will continue to submit quarterly reports to ensure this delay does not jeopardize grant monies. For the Southway sign, Staff recommended an award of contract to the City Council in July. Should the contract be awarded, construction of the Southway wall and sign could begin in October 2022. It is staff's intent to pursue funding for future phases of the project once the Southway Sign and the wayfinding project are completed.</i></p> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

Manage the review of the Beltway Plaza redevelopment and other development projects within the city.

*Staff managed the review of the Detailed Site Plan for phase 1 and Beltway Plaza has received County approval of its Detailed Site Plan for Phase 1. Beltway Plaza representatives have informed staff of their intent to file for the grading permit for Building 1. A construction in a right-of-way permit has also been applied for required improvements to Cherrywood Lane and Breezewood Drive.*

## **COMMUNITY DEVELOPMENT**

Complete the implementation of the portability of Community Development software to assist inspectors while in the field. Sustain at least a 20% rental inspection rate for all multi-family apartment developments.

*Staff created a new digital enforcement letters to use in our UTOPIA software. This will provide the ability to go paperless for most complaints and will support efforts to go mobile. Enforcement letters include zoning violations for PG County Use & Occupancy (U&O) certification, Windshield notices Notice of Violations, Inspection reports and satisfactory notification. Community Development staff has made significant changes to Utopia software and has completed training to accomplish code enforcement future goals in reporting and data collections.*

Continue to work with the county on the licensing of short-term rental properties.

*County staff has made some efforts in keeping City Staff in the loop with Short-Term rentals. Staff has requested the County to review data provided by the platforms to identify unlicensed short-term rentals. As of May 9, 2022, County staff has not issued any short-term rental licenses in the City. There are two applications/applicants in the process. City staff will continue to reach out to County for enforcement.*

## POLICE

Community Safety: Community safety is the priority of the Police Department. This overall goal determines how the department focuses its efforts in the areas of community outreach, enforcement, staff development, and the use of technology.

*The department has focused on community outreach with the newly formed Community Action Team as well as the Crisis Intervention counselor. The department has participated in community events and focused patrols around areas with a higher risk of crime.*

*The city experienced an increase in certain types of crime during the spring of 2022. The department adjusted staffing to meet the change and address the increase in crime through modified staffing and investigations*

Community Outreach: The department recognizes that to be successful there needs to be partnerships with all of the residents of Greenbelt. The Department will take every opportunity to develop relationships and build trust with our community.

*The department worked on implementing and refining a communications program which included changes to the weekly crime report. Based on resident feedback, the department has continued to enhance the report to meet the needs of the city. The department also continues to provide relevant public safety information on various media platforms.*

Develop Staff: Providing department staff with training, career opportunities, education and promotion will reduce turn over and create a stable department to meet the needs of our community.

*Completed all state mandated training. Currently focused on the recent changes to state law on use of force and ensure all staff are trained.*

*The department has leadership training, and a member of command staff graduated from the FBI National Academy in June, 2022.*

| <b>ANIMAL CONTROL</b>                                                                                                                                                                                                                                                                                        |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Install a Catio (Cat Patio) at the Animal Shelter.                                                                                                                                                                                                                                                           |  |
| <i>No progress.</i>                                                                                                                                                                                                                                                                                          |  |
| Raise citizen awareness with regard to sharing our environment with wildlife animals.                                                                                                                                                                                                                        |  |
| <i>Animal Control has created flyers and pamphlets to share with the public throughout the city in public areas and via social media. Animal Control will begin to make awareness in March 2022.</i>                                                                                                         |  |
| Install new windows on the Animal Shelter.                                                                                                                                                                                                                                                                   |  |
| <i>No progress.</i>                                                                                                                                                                                                                                                                                          |  |
| Continue to establish working relationships with animal resource organizations.                                                                                                                                                                                                                              |  |
| <i>Animal Control has continued working on these relationships and improving relationships with Pat Hall, Prince George's County Animal Control, and the College Park Animal Control entities. Pat Hall has proven to be very helpful with the feral cat colonies to the rear of CVS Beltway Plaza Mall.</i> |  |
| Raise awareness regarding animal cruelty with the assistance of the Greenbelt Police Department.                                                                                                                                                                                                             |  |
| <i>Animal Control Supervisor is working with the Police Department's PIO to create a weekly message during Animal Cruelty Prevention Month, coming up in April. Awareness will be made via social media and poster will be posted in common public areas.</i>                                                |  |

## PUBLIC WORKS ADMINISTRATION

With the possible retirement of a number of longtime employees, continue to review how the department is organized.

*This is an ongoing evaluation. Most, if not all, of the recommendations as outlined in the Organization Assessment have/are being implemented. In fiscal year 2022 we have had five (5) employees retire. In fiscal year 2023 we anticipate additional retirements. Two of the three Supervisor positions in fiscal year 2022 have been filled by in-house employees. The Facilities Manager and Refuse and Recycling Supervisor positions have been filled. The department is also providing supervisory training to various employees in hopes of filling the supervisor's position in-house. The department continues to cross train employees and provide opportunities to those who are interested. At this time, fluctuation (recruitment/retainage) of manpower has been an issue. We currently have approximately three (3) vacant positions.*

Reduce the city's greenhouse gas generation in-line with state and COG goals (20% lower than 2005 level by 2020 and 80% by 2050).

*Implementing energy saving work is ongoing. The scope of work has been identified in each city building. MEA FY 2021 grant funding has been approved for \$54,380. The funding includes installation of another electric charging station at Public Works and lighting upgrades at the Municipal Building. The lighting fixtures and EV charging station have been ordered.*

*Electric Vehicle charging stations have been proposed and will be installed at various locations throughout the city. Pepco installed two electric charging stations (Schrom Hills Park and Springhill Lake Recreation Center).*

*Reducing fuel consumption is a vital part of reducing greenhouse gas emissions. The department continues to purchase electric and hybrid vehicles when applicable. Six additional hybrid police pursuit vehicles, one hybrid SUV and one electric vehicle were approved to be purchased in FY 2022. With the city purchasing all of its electricity using wind credits as of July 2011, the city's carbon foot print has been reduced 73% since 2005.*

*The solar farm project has been approved by Council and the Power Purchase Agreement has been signed by the developer and the city. Awaiting Pepco interconnection approval. Completion is projected for June 2023.*

As required by the city's participation in the Maryland Smart Energy Communities program, continue to reduce electricity usage.

*Energy policies were put in place and enacted to comply with the grant requirements. Phase I (2013) granted \$63,935. Fixtures were changed at the indoor pool, outdoor pool, Springhill Lake Recreation Center gym and Youth Center gym. Energy efficient fixtures translate into lower energy consumption. Phase II (2014) granted \$80,000. Fixtures were changed at the Police Department, indoor and outdoor; and at Public Works, Building 2 and outdoor. Phase III (2015) granted \$100,000. Fixtures were changed at the Community Center Gym and 1967 wing, and at Springhill Lake Recreation Center and Skate Park. Phase IV (2016) was submitted for energy savings at the Public Works Buildings 1 and 3, and the Youth Center interior but were denied by MEA. This project was re-submitted and awarded*

*in Phase VII (2019). Phase V (2017) granted \$58,500 to install solar panels at the Springhill Lake Recreation Center. Phase VI (2018) granted \$15,000 to purchase an Electric Vehicle and install a charging station. Phase VII is a re-do of Phase IV and granted \$50,000 to retrofit lights at the Youth Center and Public Works. Phase VIII was submitted for a portable solar electrical charging station, but was denied by MEA. Phase IX granted \$54,380 for an EV charging station and lighting improvements at the Municipal Building. Electricity usage has declined by 21% from the inception of the program.*

Provide training opportunities for staff in their fields of expertise.

*Conducted in-house training of all employees in storm water pollution prevention. Individual training in Sustainability, Building Codes, Energy Conservation, Skid Steer and Backhoe/ Heavy Equipment Safety, etc. Monthly safety training sessions are now being conducted on various topics.*

### **MULTI-PURPOSE EQUIPMENT**

Incorporate additional alternative fuel vehicles into the city fleet when possible.

*Work continues. Hybrid vehicles are being purchased for the Police Department. All electric vehicles are being purchased for Code Enforcement and Public Works Administration.*

Look for ways to reduce fuel consumption.

*Hybrid and electric vehicles are currently being purchased when possible.*

| <b>STREET MAINTENANCE</b>                                                                                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Keep streets and public walkways passable during weather and emergency events.                                                                                                         |
| <i>Ongoing as needed.</i>                                                                                                                                                              |
| Annually check all centerline, crosswalk, stop line, bike lane and other street markings to confirm they are kept at appropriate safety levels.                                        |
| <i>Ongoing. Assessments are done every year.</i>                                                                                                                                       |
| Continue updating and replacing street signage in compliance with the Manual of Uniform Traffic Control Devices (MUTCD).                                                               |
| <i>Ongoing. Assessments are done every year.</i>                                                                                                                                       |
| Repair and upgrade walking paths when they become deficient.                                                                                                                           |
| <i>Ongoing. Assessments are done every year.</i>                                                                                                                                       |
| Conduct an annual survey of street, sidewalk and bike lane conditions using GIS technology.                                                                                            |
| <i>Ongoing. Assessments are done every year.</i>                                                                                                                                       |
| Using Capital Projects funds, resurface Parkway, Ridge Road from Southway to 1 Court Ridge Road, Northway from Ridge Road, and Lakeside Drive from Lakecrest Drive to Maplewood Court. |
| <i>Complete.</i>                                                                                                                                                                       |

| <b>FOUR CITIES STREET CLEANING</b>                                                             |
|------------------------------------------------------------------------------------------------|
| Provide high quality street cleaning service to the Four Cities Coalition.                     |
| <i>Ongoing, everyday commitment.</i>                                                           |
| Sweep all city streets a minimum of eight times per year.                                      |
| <i>Ongoing.</i>                                                                                |
| Meet semi-annually with the other communities to review operations and potential efficiencies. |
| <i>Ongoing. The Director meets quarterly to discuss public works operations.</i>               |

| <b>WASTE COLLECTION</b>                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Promote recycling to customers and the community to expand knowledge and participation of recycling.                                                                   |
| <i>The department will continue to provide education training to kids in schools. It will also attend city events to promote and educate citizens about recycling.</i> |

| <b>ROOSEVELT CENTER</b>                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------|
| Maintain the Center as an attractive community gathering place and as a focal point of outdoor festivals and music.                  |
| <i>Holiday lights, grant to clean/ preserve the Mother &amp; Child statue and additional lighting were done in fiscal year 2021.</i> |
| Maintain the physical structure of the theater.                                                                                      |
| <i>Ongoing – facilities and building maintenance.</i>                                                                                |

| <b>PARKS</b>                                                                                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Maintain Tree City USA status.                                                                                                                                                                                |
| <i>New application was submitted in December 2021.</i>                                                                                                                                                        |
| Conduct a National Public Land's Day activity to support the city's green ecosystem.                                                                                                                          |
| <i>Complete. Event held at Fire Fly Sanctuary and included invasive and perennial plantings.</i>                                                                                                              |
| Conduct an Earth Day event to improve the natural environment.                                                                                                                                                |
| <i>Event held on April 23, 2022, at Buddy Attick Park. Volunteers worked with Public Works staff to install native landscape plugs and provide general maintenance for the Buddy Attick Park Food Forest.</i> |
| Implement recommendations of the Tree Master Plan.                                                                                                                                                            |
| <i>Ongoing. Tree plantings are targeted in Greenbelt East.</i>                                                                                                                                                |
| Continue to pursue funding for environmental programming.                                                                                                                                                     |
| <i>Complete. Awarded grant to pursue purchase of electric vehicle and construction supporting EV infrastructure. Awarded grant to pursue energy efficiency electrical upgrades to the Municipal Building.</i> |

| <b>GREENBELT CONNECTION</b>                                                       |
|-----------------------------------------------------------------------------------|
| Provide high quality, reliable and responsive service to the Greenbelt community. |
| <i>Continues to be a well utilized service, even in a pandemic.</i>               |

| <b>CARES</b>                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Explore avenues to integrate teletherapy into ongoing services and programs.                                                                                                                                              |
| <i>CARES is working with the Police Department to pilot Crisis Services using iPads in August 2022 to provide telehealth. Pilot delayed due to staffing and Police Department bringing on a new Social Work position.</i> |
| Explore avenues to integrate virtual learning into ongoing services and programs.                                                                                                                                         |
| <i>The GED program is being offered virtually and in person. Therapy sessions are being offered virtually.</i>                                                                                                            |
| Work with Administration on the Space Study to explore opportunities to expand CARES office space.                                                                                                                        |
| <i>CARES is awaiting final results of the Space Study.</i>                                                                                                                                                                |

| <b>ASSISTANCE IN LIVING</b>                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Work with CARES clinical staff and Green Ridge House staff to provide mental health resources and services to Greenbelt residents.                         |
| <i>Mental health services are being provided through grants to residents at Green Ridge House.</i>                                                         |
| Seek to expand community partnerships with universities and community health programs.                                                                     |
| <i>The GAIL program is working with the county Health Department on flu clinics. Will coordinate distribution of Rapid Tests obtained from the county.</i> |

| <b>SERVICE COORDINATION PROGRAM</b>                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------|
| Provide case management and information services to the residents of Green Ridge House.                                          |
| <i>Ongoing services provided.</i>                                                                                                |
| The Service Coordinator will continue to pursue her Service Coordinator Certification from the American Coordinator Association. |
| <i>Service Coordinator received her certificate in FY 2021.</i>                                                                  |

| <b>RECREATION ADMINISTRATION</b>                                                                                                                                                                                                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Update the Recreation online registration page (RecLink) via a transition to the NextGen WebTrac User Interface.                                                                                                                                                                        |
| <i>Complete.</i>                                                                                                                                                                                                                                                                        |
| Review diversity, equity, and inclusion as it pertains to recreation programs and facilities.                                                                                                                                                                                           |
| <i>The Recreation Department has reviewed program and service delivery and identified barriers that would limit equitable opportunity for residents to participate. Staff identified barriers; transportation and the lack of recreational indoor space in Greenbelt east and west.</i> |
| Review virtual programming since virtual offerings will likely remain despite an eventual return to normal operations.                                                                                                                                                                  |
| <i>Hybrid programming continues and is likely to continue for some classes into the future.</i>                                                                                                                                                                                         |
| Evaluate the department's organizational structure to determine if the current structure, adopted in 2002, permits maximum efficiency as roles are redefined with the natural evolution of the recreation field.                                                                        |
| <i>Recommendations were adopted in the FY23 Budget. A coordinator position was reassigned to the Arts budget. Also, the Performing Arts Coordinator was moved from the Community Center budget to the Arts budget.</i>                                                                  |
| Develop an educational component to the Park Ranger program.                                                                                                                                                                                                                            |
| <i>Park Rangers worked with summer camps to hold nature classes. Rangers will confer with Museum Director to assist in historical/informational tours.</i>                                                                                                                              |

| <b>RECREATION CENTERS</b>                                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Update Youth Center and Springhill Lake Recreation Center game rooms to create a more inviting environment for visitors of all ages to use for leisure or recreational time.                           |
| <i>Staff held user group meetings with youth to receive input on what they would like to have in both centers. Items were placed in the FY23 Budget.</i>                                               |
| As bike infrastructure improves in and around the City of Greenbelt, establish a Bike Education Program to ensure that citizens of all ages and abilities will have the skills and confidence to ride. |
| <i>Staff is identifying personnel to replace our in-house bike instructor who resigned.</i>                                                                                                            |

### **AQUATIC & FITNESS CENTER**

If funding is approved, proceed with retiling the locker room foyer area on the pool access side and indoor pool deck drain system.

*New tile was installed. Staff will assess the new tile over the next several months.*

Work with the Greenbelt Municipal Swim Team to allow safe access to the pool for practice and meets.

*The GMST were able to get back into the pool for the spring, summer and fall seasons.*

Establish a virtual fitness program.

*No progress. Staff attention has been directed to keeping the facility open.*

### **COMMUNITY CENTER**

Manage shared use of the Ground Floor East space until a dedicated use is determined.

*The space is being used by both CARES and Recreation as we wait for the recommendations of the Space Study on how the space will be used. The current shared use is not ideal for either department.*

Research digitized system for display of facility schedules.

*The equipment for the digital schedule system has been acquired. The software management package has been purchased and staff are currently being trained.*

### **GREENBELT'S KIDS**

Plan and implement Mobile Recreation Unit program.

*The new recreation van has been outfitted and will be ready for use this fall. Recreation staff are working with the Greenbelt Police Department so that they are included in programming.*

Provide a comprehensive summer program at Springhill Lake Recreation Center, with consideration given to programs provided in Greenbelt West by M-NCPPC.

*An eight-week summer program was held at SHLRC during the summer of 2021. Attendance reached maximum capacity.*

### **THERAPEUTIC RECREATION**

Continue to evaluate the department's inclusion program.

*Provided inclusion support for all summer camps and summer programs. Inclusion is an ever changing dynamic. Staff will continue to train so they are up to date on procedures and practices.*

Continue to connect and communicate with seniors as the Community Center begins to reopen and senior programs return.

*In-person senior programs began this fall in the community center and at Schrom Hills Park. Staff will continue to add more senior programs with a methodical safe approach.*

### **FITNESS & LEISURE**

Collaborate with Greenbelt Tennis Association to provide new special events to promote the association and increase community awareness and membership.

*No progress.*

Continue to offer a group cycling series.

*No progress due to the resignation of a Recreation Coordinator that was a certified cycling instructor. However, we did support the Tour de Greenbelt during Labor Day Weekend.*

Explore option for offering a new adult recreational level drop-in sports program.

*Adult badminton, pickle ball and futsal are scheduled at SHLRC and YC gyms. Staff will continue to asses other recreational opportunities for adults.*

### **ARTS**

Coordinate with Quantum Companies and the Department of Planning and Community Development to explore opportunities for public art in the Beltway Plaza redevelopment project.

*Staff have met with Quantum representatives and reviewed detailed site plans. We have agreed to move forward in partnership, with the City taking the lead on an artist selection process and Quantum overseeing installation and maintenance of commissioned artwork. Public art in the Beltway Plaza redevelopment will be funded by the developer(s). The time horizon for commissions is estimated at about 5 years, pending Quantum's progress on the site redevelopment.*

Restore exhibition programming as city facilities are reopened to the public. Enhance the digital media aspects of sponsored shows.

*Art displays resumed in Council Chambers in tandem with the advent of livestreamed meetings. The first two exhibits were shared with the public digitally, and in-person access has since resumed.*

*The Greenbelt Community Center Art Gallery reopened in the fall, with in-person access available daily. Shows have included digital content such as audio recordings and video interviews linked from the gallery and shared online.*

### **SPECIAL EVENTS**

Continue to work with citizen groups to assist in coordination of special interest events.

*Worked with community organizations to assist in the planning and coordination of certain special events. This model of operation has proven to be successful.*

Develop a strategy to address the increase in attendance at community special events.

*No progress due to staff workload issues.*

Review and evaluate Festival of Lights events.

*Changed event name to Winter Lights Festival to eliminate any connotation of religion.*



| <b>Regular Meeting 7/11/2022</b> |                     |                                                                                                                                 |                           |                                                                                                             |                                        |
|----------------------------------|---------------------|---------------------------------------------------------------------------------------------------------------------------------|---------------------------|-------------------------------------------------------------------------------------------------------------|----------------------------------------|
| <b>Date</b>                      | <b>Name</b>         | <b>Petition/Request</b>                                                                                                         | <b>Department/Staff</b>   | <b>Resolution</b>                                                                                           | <b>Council/Resident Follow-up Date</b> |
| 7/11/22                          | Bill Orleans        | Inquired about the status of the microfiche machine that was housed in the Tugwell Room at the Greenbelt Library.               | Admin                     |                                                                                                             |                                        |
| 7/11/22                          | Mayor Jordan        | Requested staff to follow-up with Kevin F. about the HBCU Small City Challenge.                                                 | Admin                     |                                                                                                             |                                        |
| <b>Regular Meeting 6/27/2022</b> |                     |                                                                                                                                 |                           |                                                                                                             |                                        |
| <b>Date</b>                      | <b>Name</b>         | <b>Petition/Request</b>                                                                                                         | <b>Department / Staff</b> | <b>Resolution</b>                                                                                           | <b>Council/Resident Follow-up Date</b> |
| 6/27/22                          | Bill Orleans        | Requested that the Ethics Commission review all candidate financials, not just the winners.                                     | City Council/ Bonita      | TBD                                                                                                         |                                        |
| 6/27/22                          | Bill Orleans        | Requested that Council use the remaining \$10.88 million in ARPA funds (after \$10 million allowance) for people, not projects. | City Council              | TBD                                                                                                         |                                        |
| 6/27/22                          | Mayor Jordan        | Based on a comment made by Joel Rubenstein, have code enforcement look into a claim on roaches at Parkway Apartments.           | Planning                  |                                                                                                             |                                        |
| <b>Regular Meeting 6/6/2022</b>  |                     |                                                                                                                                 |                           |                                                                                                             |                                        |
| <b>Date</b>                      | <b>Name</b>         | <b>Petition/Request</b>                                                                                                         | <b>Department / Staff</b> | <b>Resolution</b>                                                                                           | <b>Council/Resident Follow-up Date</b> |
| 6/6/22                           | Bill Orleans        | Requested a list of total ARPA funds to be spent in the FY 2023 budget along with a line by line listing of the funds.          | Admin                     |                                                                                                             |                                        |
| <b>Regular Meeting 5/23/2022</b> |                     |                                                                                                                                 |                           |                                                                                                             |                                        |
| <b>Date</b>                      | <b>Name</b>         | <b>Petition/Request</b>                                                                                                         | <b>Department / Staff</b> | <b>Resolution</b>                                                                                           | <b>Council/Resident Follow-up Date</b> |
| 5/23/22                          | Bill Orleans        | Requested the Ethics Commission review all candidates financial disclosures                                                     | Council                   | Will be addressed at the next Ethics Commission meeting                                                     | <b>No further action</b>               |
| 5/23/22                          | Cathleen Stewart    | Complained about Mr. Byrd and referenced the Council needing a Code of Ethics                                                   | Council                   | Taken under advisement                                                                                      | <b>No further action</b>               |
| 5/23/22                          | Johanson Montabello | Shared concern about an incident with a neighbor hitting golf balls and the GPD response                                        | GPD/Admin                 | GPD is reviewing the incident and has reached out to the resident                                           |                                        |
| 5/23/22                          | Douglas Payne       | Requested the City provide assistance to him, and others, on hard times and facing eviction                                     | CARES                     | Reviewed his case and found he received ERAP funds. CARES will reach out to provide non-monetary assistance | <b>No further action</b>               |
| 5/23/22                          | Johnny Smith        | Requested the City provide assistance to him, and others, on hard times and facing eviction                                     | Admin/CARES               | Taken under advisement and to be discussed at the ARPA meeting in June                                      | <b>No further action</b>               |
| <b>Regular Meeting 5/9/2022</b>  |                     |                                                                                                                                 |                           |                                                                                                             |                                        |

| <b>Date</b>                      | <b>Name</b>                  | <b>Petition/Request</b>                                                                                                                  | <b>Department / Staff</b> | <b>Resolution</b>                                                                                                                                                                            | <b>Council/ Resident Follow-up Date</b> |
|----------------------------------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| 5/9/22                           | Bob Rand                     | GPD response to the Plateau PI incident should be reviewed and referred to PSAC                                                          | Police                    | Conducting an investigation in tandem with the Maryland AG's office. Details are limited to protect the children in this case.                                                               |                                         |
| 5/9/22                           | Bill Orleans                 | Stated that he objects to the meeting going into recess and the video turned off when the disruptive resident was removed                | Council                   | Taken under advisement                                                                                                                                                                       | <b>No Further Action</b>                |
| 5/9/22                           | Johnny Smith/CASA            | Requested more ARPA funds be allocated to rental assistance                                                                              | Council                   | Added to the ARPA funds list for consideration at the June 8 meeting                                                                                                                         | <b>No Further Action</b>                |
| <b>Regular Meeting 4/25/2022</b> |                              |                                                                                                                                          |                           |                                                                                                                                                                                              |                                         |
| <b>Date</b>                      | <b>Name</b>                  | <b>Petition/Request</b>                                                                                                                  | <b>Department / Staff</b> | <b>Resolution</b>                                                                                                                                                                            | <b>Council/ Resident Follow-up Date</b> |
| 4/25/22                          | Daniel Gomez & Kevin Hammett | Improve the path and steps at Perwinkle Ct and Boxwood                                                                                   | Planning/DPW              |                                                                                                                                                                                              |                                         |
| 4/25/22                          | Dr. Evelyn Crellin           | 1) consider not participating in the Mosquito Control Program 2) increase public awareness of mosquito prevention                        | PIO/Admin                 |                                                                                                                                                                                              |                                         |
| 4/25/22                          | Dr. Evelyn Crellin           | Form a Mosquito Task Force                                                                                                               | Council                   |                                                                                                                                                                                              |                                         |
| 4/25/22                          | Bob Rand                     | Asked for an update on the Police Reform progress and can the changes be called out and dated in the General Orders                      | GPD/Admin                 |                                                                                                                                                                                              |                                         |
| 4/25/22                          | Bill Orleans                 | Requested the Ethics Commission review all candidates financial disclosures                                                              | Council                   | Will be addressed at the next Ethics Commission meeting                                                                                                                                      | <b>No further action</b>                |
| 4/25/22                          | Bill Orleans                 | Requested the status of the Reparation Commission interviews and that they be open to the public                                         | Council                   | Ms. Davis responded that the application has not been approved and thus no applications have been submitted or reviewed. There will be full transparency once the application process begins | <b>No further action</b>                |
| <b>Regular Meeting 4/11/2022</b> |                              |                                                                                                                                          |                           |                                                                                                                                                                                              |                                         |
| <b>Date</b>                      | <b>Name</b>                  | <b>Petition/Request</b>                                                                                                                  | <b>Department / Staff</b> | <b>Resolution</b>                                                                                                                                                                            | <b>Council/ Resident Follow-up Date</b> |
| 4/11/22                          | Jeremy Lawson                | Request that the City use ARPA funds to provide parks and recreation space in Greenbelt West, including purchasing Prince George's Scrap | Admin                     | Idea forwarded to Raftelis to be included in the ARPA concepts to be considered                                                                                                              | <b>No further action</b>                |
| 4/11/22                          | Ana Rodriguez                | Request that the City use ARPA funds to provide additional rental assistance and funds to support residents in need.                     | Admin                     | Idea forwarded to Raftelis to be included in the ARPA concepts to be considered                                                                                                              | <b>No further action</b>                |
| <b>Regular Meeting 3/28/2022</b> |                              |                                                                                                                                          |                           |                                                                                                                                                                                              |                                         |

| <b>Date</b>                      | <b>Name</b>    | <b>Petition/Request</b>                                                                              | <b>Department / Staff</b> | <b>Resolution</b>                                             | <b>Council/ Resident Follow-up Date</b> |
|----------------------------------|----------------|------------------------------------------------------------------------------------------------------|---------------------------|---------------------------------------------------------------|-----------------------------------------|
| 3/28/22                          | Frank Gervasi  | Requested that the City acquire available GHI housing for refugee emergency housing                  | Council/Admin             | Taken under advisement                                        | <b>No further action</b>                |
| 3/28/22                          | Bill Orleans   | Requested the Ethics Commission review all candidates financial disclosures                          | Council                   | Taken under advisement                                        | <b>No further action</b>                |
| 3/28/22                          | Bill Orleans   | Requested the Council send a letter of support for Ukraine to Russian Embassy                        | Mayor/Council             | Proclamation done March 30, 2022.                             | <b>No further action</b>                |
| 3/28/22                          | Bill Orleans   | Requested that the Mayor's planned meeting with Mr. Notter of Rep Hoyer's staff to discuss earmarks. | Council                   | This is not a public meeting subject to the Open Meetings Act | <b>No further action</b>                |
| 3/28/22                          | Bill Orleans   | Requested that Steny Hoyer be called to come before the City Council.                                | Council                   | Taken under advisement                                        | <b>No further action</b>                |
| <b>Regular Meeting 3/14/2022</b> |                |                                                                                                      |                           |                                                               |                                         |
| <b>Date</b>                      | <b>Name</b>    | <b>Petition/Request</b>                                                                              | <b>Department / Staff</b> | <b>Resolution</b>                                             | <b>Council/ Resident Follow-up Date</b> |
| 3/14/22                          | Lore Rosenthal | Requested that the Manager's report on the agenda have a link to the report document                 | Admin                     | A link will be added to future Regular meeting agenda         | <b>No further action</b>                |
| 3/14/22                          | Bill Orleans   | Requested the Ethics Commission review all candidates financial disclosures                          | Council                   | Taken under advisement                                        | <b>No further action</b>                |
| 3/14/22                          | Bill Orleans   | Requested the Council send a letter of support for Ukraine to Washington DC                          | Mayor/Council             | Proclamation done March 30, 2022.                             | <b>No further action</b>                |
| <b>Regular Meeting 2/28/2022</b> |                |                                                                                                      |                           |                                                               |                                         |
| <b>Date</b>                      | <b>Name</b>    | <b>Petition/Request</b>                                                                              | <b>Department / Staff</b> | <b>Resolution</b>                                             | <b>Council/ Resident Follow-up Date</b> |
| 2/28/22                          | Fred Gasper    | Requested the City fund bicycle/pedestrian access/safety improvements in Greenbelt East              | Admin                     | Taken under advisement                                        | <b>No further action</b>                |
| 2/28/22                          | Lore Rosenthal | Requested that the Manager's report on the agenda have a link to the report document                 | Admin                     | A link was added to future Regular meeting agenda             | <b>No further action</b>                |
| 2/28/22                          | Lore Rosenthal | Requested Council consider add funding to the Rental Assistance program                              | Council                   | Council has asked this be placed on the 3/14 agenda           | <b>No further action</b>                |
| 2/28/22                          | Bill Orleans   | Requested the Ethics Commission review all candidates financial disclosures                          | Council                   | Taken under advisement                                        | <b>No further action</b>                |
| 2/28/22                          | Bill Orleans   | Requested the information and disclosure of the conversations between himself and Council            | Mayor/Council             | Taken under advisement                                        | <b>No further action</b>                |
| 2/28/22                          | Mayor Jordan   | Asked for a status update on the repairs/resurfacing to the base of the Mother and Child statue      | Planning                  | Staff follow-up with MD Historic Trust                        |                                         |

|                                  |                |                                                                                                       |                           |                                                                                                               |                                                          |
|----------------------------------|----------------|-------------------------------------------------------------------------------------------------------|---------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| 2/28/22                          | Mayor Jordan   | Ridge Road, Synagoguge crossing                                                                       | Planning                  |                                                                                                               |                                                          |
| 2/28/22                          | Mayor Jordan   | Inquired about the status of the Hanover Parkway bike project                                         | Planning                  |                                                                                                               |                                                          |
| 2/28/22                          | Silke Pope     | Raised concerns about excessive trash along SR193                                                     | DPW                       | Staff will follow-up with SHA                                                                                 |                                                          |
| 2/28/22                          | Silke Pope     | Asked about the status of the WSSC chlorine check at Buddy Attick Park                                | DPW                       | Staff will follow-up with WSSC and report back                                                                |                                                          |
| 2/28/22                          | Silke Pope     | Asked about Verizon boxes and providing a contact for residents                                       | PIO                       | Staff will add a "report an issue" to the How Do I website                                                    |                                                          |
| 2/28/22                          | Colin Byrd     | When preparing the budget, staff should consider a line item amount for the Reparations Commission    | Planning                  | Staff will present a recommendation to Council                                                                |                                                          |
| <b>Regular Meeting 2/14/2022</b> |                |                                                                                                       |                           |                                                                                                               |                                                          |
| <b>Date</b>                      | <b>Name</b>    | <b>Petition/Request</b>                                                                               | <b>Department / Staff</b> | <b>Resolution</b>                                                                                             | <b>Council/ Resident Follow-up Date</b>                  |
| 2/14/22                          | Dr. Rosado     | Requested that all in-person City Council meetings also be carried on Zoom                            | Admin                     | Meeting with Granicus on 2/18/22 to discuss next steps                                                        |                                                          |
| 2/14/22                          | Lore Rosenthal | Requested that the on-line P&R be brought up to date                                                  | Admin                     |                                                                                                               |                                                          |
| 2/14/22                          | Bill Orleans   | Requested the Ethics Commission review all candidates financial disclosures                           | Council                   | Taken under advisement                                                                                        | <b>No further action</b>                                 |
| 2/14/22                          | Bill Orleans   | Requested the information and disclosure of the conversations between himself and Council             | Mayor/Council             | Taken under advisement                                                                                        | <b>No further action</b>                                 |
| 2/14/22                          | Bill Orleans   | Requested that state legislation on Environmental Rights (check on this) be added for Council support | Council                   | Taken under advisement                                                                                        | <b>No further action</b>                                 |
| <b>Regular Meeting 1/24/2022</b> |                |                                                                                                       |                           |                                                                                                               |                                                          |
| <b>Date</b>                      | <b>Name</b>    | <b>Petition/Request</b>                                                                               | <b>Department / Staff</b> | <b>Resolution</b>                                                                                             | <b>Council/ Resident Follow-up Date</b>                  |
| 1/24/22                          | Bill Orleans   | Requested who called for the Special Meeting on Nov 1                                                 | Admin                     | Meeting was called by Ms. Pope, (Mr. Putens, Ms. Mach & Mr. Jordan) to address the resignation of Mr. Roberts | <b>Emailed Mr. Orleans 1/25/22 with email background</b> |
| 1/24/22                          | Bill Orleans   | Requested the Ethics Commission review all candidates financial disclosures                           | Council                   |                                                                                                               |                                                          |
| 1/24/22                          | Bill Orleans   | Requested the information and disclosure of the conversations between himself and Council             | Mayor/Council             |                                                                                                               |                                                          |
| 1/24/22                          | Bill Orleans   | Requested the Council return to the regular Zoom format                                               | Council/Admin             | Taken under advisement                                                                                        | <b>No further action</b>                                 |

|                                   |                 |                                                                                                                                                          |                           |                                                                                                               |                                                          |
|-----------------------------------|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| 1/24/22                           | Susan Barnett   | Requested that Rep. Hoyer be invited to a City Council Work Session to discuss the Patuxent Research Refuge South Tract land transfer.                   | Admin                     | Taken under advisement                                                                                        | <b>No further action</b>                                 |
| 1/24/22                           | Daniel Theise   | Stated concern that the GARE project adversely effect the reparations discussion                                                                         | Admin                     | Taken under advisement                                                                                        | <b>No further action</b>                                 |
| 1/24/22                           | Michael Hartman | Spoke to concerns about the City clearing "curb cuts" of ice/snow when plowing City streets                                                              | DPW                       | Addressed the concern with DPW on 1/25. Emailed Hartman on 1/26.                                              | <b>No further action</b>                                 |
| 1/24/22                           | Michael Hartman | Requested that we add instructions/clarify the "Contact Us" process on the website                                                                       | PIO                       | Contact Us page is being updated to add links and clarity. Responded to resident 1/26                         | <b>No further action</b>                                 |
| <b>Regular Meeting 1/10/2022</b>  |                 |                                                                                                                                                          |                           |                                                                                                               |                                                          |
| <b>Date</b>                       | <b>Name</b>     | <b>Petition/Request</b>                                                                                                                                  | <b>Department / Staff</b> | <b>Resolution</b>                                                                                             | <b>Council/ Resident Follow-up Date</b>                  |
| 1/10/22                           | Bob Rand        | Asked for an update on the status of the City's Reparations Committee                                                                                    | City Council              | Request to Council taken under advisement                                                                     |                                                          |
| 1/10/22                           | Bob Rand        | Asked when we were going to update the Petitions and Requests on the website                                                                             | Admin/PIO                 | Working towards updating the website and bringing the P&R current                                             | <b>No further action</b>                                 |
| 1/10/22                           | Bob Rand        | Asked of a summary of the GARE program and and update on activities                                                                                      | HR-Dawane/ PIO            | Presentation planned for 1/24. Monthly updates to Council and the City website                                | <b>No further action</b>                                 |
| 1/10/22                           | Bill Orleans    | Read an excerpt that the News Review did not publish regarding notification of meetings and action taken during Closed Sessions.                         | Admin                     | No action required                                                                                            | <b>No further action</b>                                 |
| <b>Regular Meeting 12/13/2021</b> |                 |                                                                                                                                                          |                           |                                                                                                               |                                                          |
| <b>Date</b>                       | <b>Name</b>     | <b>Petition/Request</b>                                                                                                                                  | <b>Department / Staff</b> | <b>Resolution</b>                                                                                             | <b>Council/ Resident Follow-up Date</b>                  |
| 12/13/21                          | Bill Orleans    | Requested who called for the Special Meeting on Nov 1                                                                                                    | Admin                     | Meeting was called by Ms. Pope, (Mr. Putens, Ms. Mach & Mr. Jordan) to address the resignation of Mr. Roberts | <b>Emailed Mr. Orleans 1/25/22 with email background</b> |
| 12/13/21                          | Bill Orleans    | Requested the Ethics Commission review all candidates financial disclosures                                                                              | Council                   |                                                                                                               |                                                          |
| 12/13/21                          | Daniel Thies    | Requested that Council refrain from speaking during Petitions and Requests and assign the meeting host duties to staff to eliminate perceived oppression | City Council              | Request to Council taken under advisement                                                                     | <b>No further action</b>                                 |
| 12/13/21                          | Ruth White      | Requested improvements to Branden Field                                                                                                                  | City Council              | Council asked that she submit her request in writing                                                          | <b>No further action</b>                                 |
| 12/13/21                          | Lore Rosenthal  | Requested information on the status of the Reparations Committee                                                                                         | City Council/Admin        | Council voted to form Commission, 3/28/2022                                                                   | <b>No further action</b>                                 |

|                                   |                    |                                                                                                         |                                  |                                                                                |                                                |
|-----------------------------------|--------------------|---------------------------------------------------------------------------------------------------------|----------------------------------|--------------------------------------------------------------------------------|------------------------------------------------|
| 12/13/21                          | Lore Rosenthal     | Suggested we remove CC from the Zoom feed on the TV broadcast because it is duplicative                 | PIO                              | The CC cannot be removed. Staff is looking to modify it to be more legible     | <b><i>Emailed a response, 12/15/21</i></b>     |
| 12/13/21                          | Renauld Brown      | Asked for information on the status of Ms. Ard                                                          | City Council                     | Request to Council taken under advisement                                      | <b><i>No further action</i></b>                |
| 12/13/21                          | Michael Hartman    | Doesn't feel like the GreenAces, or other Advisory Reports, should go straight to consent               | Admin/Clerk                      | Green Aces is scheduled for a February Work Session. Work Session held 2/7/22. | <b><i>No further action</i></b>                |
| 12/13/21                          | John Lippert       | Agreed with the P&R from L.Rosenthal and M.Hartman                                                      | none                             | Request to Council taken under advisement                                      | <b><i>No further action</i></b>                |
| 12/13/21                          | Fred Gasper        | Has a presentation he would like to make to Council but will start with the APB Board                   | none                             | Request to Council taken under advisement                                      | <b><i>No further action</i></b>                |
| 12/13/21                          | J. Davis           | Only use the terms Greenbelt East, Greenbelt West and Greenbelt Historic                                | Admin                            | ACM followed up with admin and Senior Staff, 12/14/21                          | <b><i>No further action</i></b>                |
| 12/13/21                          | R Roberts          | Asked why we keep dumping hazardous materials (road millings) at Northway Park                          | DPW                              | Material will be removed.                                                      | <b><i>No further action</i></b>                |
| 12/13/21                          | K Weaver           | Likes the new ARPA updates and requested that it be posted online and in the GNR                        | PIO/Admin                        | New ARPA webpage being developed. ARPA webpage currently active.               | <b><i>No further action</i></b>                |
| 12/13/21                          | E Jordan           | He would like the PD Crime Report revised to include more data like before                              | PD/Bowers                        | PD is working on refining the report.                                          | <b><i>12/16/21</i></b>                         |
| 12/13/21                          | J Davis            | Asked for the PD report to be revised, specifically to remove jargon/acronyms and make it more readable | PD/Bowers                        | PD is working on refining the report.                                          | <b><i>12/16/21</i></b>                         |
| 12/13/21                          | E Jordan           | Asked to be kept in the loop with the Electec contract.                                                 |                                  | Updated the Mayor 1/14/22.                                                     | <b><i>1/21/22</i></b>                          |
| 12/13/21                          | E Jordan           | Status of CRAB referral questions                                                                       | ACM/Admin                        | Staff liaison forwarded concerns to the CRAB co-chairs                         | <b><i>No further action</i></b>                |
| <b>Regular Meeting 11/22/2021</b> |                    |                                                                                                         |                                  |                                                                                |                                                |
| <b><i>Date</i></b>                | <b><i>Name</i></b> | <b><i>Petition/Request</i></b>                                                                          | <b><i>Department / Staff</i></b> | <b><i>Resolution</i></b>                                                       | <b><i>Council/ Resident Follow-up Date</i></b> |
| 11/22/21                          | Lore Rosenthal     | Asked if the space study can indicate which buildings are currently using gas.                          | DPW - Jim/Brian K                | City staff already has a list of buildings with gas service.                   | <b><i>Replied to Ms. Rosenthal 12/8</i></b>    |
| 11/22/21                          | Bill Orleans       | Requested that the Ethics Commission review all candidate financials, not just the winners.             | City Council/Bonita              | TBD                                                                            |                                                |
| 11/22/21                          | Ed Fallon          | Can the City add evictions to the Monthly Administrative Reports?                                       | Liz and/or Terri                 | Information will be added as received                                          | <b><i>No further action</i></b>                |
| 11/22/21                          | Daniel Theise      | What is the status of the Reparations Committee?                                                        | City Council                     | Council voted to form Commission, 3/28/2022                                    | <b><i>No further action</i></b>                |

|          |         |                                                                         |                               |                                                                                                  |                                                            |
|----------|---------|-------------------------------------------------------------------------|-------------------------------|--------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| 11/22/21 | J Davis | What is Pepco doing with the vegetation management plan                 | DPW, Brian Townsend           | There is no scheduled Pepco work                                                                 | <b><i>Replied to Council 12/8/21</i></b>                   |
| 11/22/21 | J Davis | Status of the Space Study, 2nd reading                                  | DPW, Brian Kim and ACM George | The 2nd Reading and approval occurred on 10/25. Met with consultant on May 12, 2022.             | <b><i>Completed - Emailed Council</i></b>                  |
| 11/22/21 | J Davis | Inquiry on status of ARPA plan and spending                             | Admin, ACM George             | Draft Engagement Plan Work session on 12/20                                                      | <b><i>Completed - ARPA Meeting Scheduled for 12/20</i></b> |
| 11/22/21 | J Davis | Davis - Green ACES, School Boundaries and School Redistricting opinions | Staff Liaison                 | Added to the list of meetings to schedule in February. Work Session held 2/7/22 with Green ACES. |                                                            |