



CITY COUNCIL WORK SESSIONS AGENDA

**Community Center
15 Crescent Road
Wednesday, July 17, 2019
8:00 PM**

Work Session Packet - *Agenda*

- *Introductions*
- *Council Discussion*
- *Questions and Answers*
- *Other Items*

Advisory Board Chairs
Suggested Action: Role and Value of Advisory Groups
Advisory Group Updates
Role of Council Liaison and Staff Liaison

[WS160307.pdf](#)

[WS170222.pdf](#)

City Council Work Sessions Agenda Item Report

Meeting Date: July 17, 2019

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Work Session Item

Agenda Section:

Subject:

Advisory Board Chairs

Suggested Action:

Role and Value of Advisory Groups

Advisory Group Updates

Role of Council Liaison and Staff Liaison

Attachments:

[WS160307.pdf](#)

[WS170222.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, March 7, 2016, for the purpose of meeting with the chairpersons of City Council Advisory Groups.

Mayor Jordan started the meeting at 8:00 p.m. The meeting was held in the Council Room of the Municipal Building.

PRESENT WERE: Konrad E. Herling, Leta M. Mach, Edward V. J. Putens, Rodney M. Roberts, and Mayor Emmett V. Jordan. Councilmember Silke I. Pope was attending a National League of Cities Small Cities meeting. Mayor Pro Tem Judith F. Davis was out of the country.

STAFF PRESENT WERE: Michael P. McLaughlin, City Manager, and Cindy Murray, City Clerk.

ALSO PRESENT WERE: Melinda Brady, Advisory Committee on Education (ACE); Charles Jackman, Advisory Committee on Trees (ACT); Brian Gibbons, Advisory Planning Board (APB); Pam Gregory, Board of Elections (BoE); Rick Ransom, Community Relations Advisory Board (CRAB); Valerie Elliott, Forest Preserve Advisory Board (FPAB); John Lippert, Greenbelt Advisory Committee on Environmental Sustainability (Green ACES); Betty Sonneveldt, Park and Recreation Advisory Board (PRAB); Laura Kressler, Public Safety Advisory Committee (PSAC); Betty Timer, Senior Citizens Advisory Committee (SCAC); and Fahmi Abadir, Youth Advisory Committee (YAC).

Mayor Jordan expressed Council's appreciation to the advisory groups for the valuable service they provide to Council.

Mayor Jordan asked the representatives if they would be interested in attending a training workshop on how to run an effective meeting. Ms. Elliott said the FPAB had found running its meeting under the Dynamic Governance system instead of Roberts Rules works best for them. Mr. Lippert said he was familiar with the Dynamic Governance system, but mentioned that Roberts Rules works best for Green ACES. After further discussion, Ms. Mach noted that each of the advisory groups seem to have a good working structure in place that works well for each of them. Mr. Herling suggested having a professional observe each of the advisory group meetings may be beneficial. Mr. Putens suggested training for new members and new chairs.

Advisory Group Updates: Mayor Jordan then asked each group to provide a brief update on their group's activities.

***ACT:** Mr. Jackman reported that ACT had spent a significant amount of its time this past year reviewing the Pepco tree plans and determining the types of trees that are appropriate for planting in Greenbelt parks. He mentioned the upcoming Arbor Day Event and Significant Tree Tour scheduled for April 2. **BoE:** Ms. Gregory spoke about the successful 2015 election. She said the Board will be examining new sites for the relocation of Precinct 18 for the 2017 election and also look at ways to increase voter turnout. **PRAB:** Ms. Sonneveldt reported on PRAB's review of the Attick Park Master Plan. She said PRAB would like Council support of a revision to the plan with PRAB input as well as its support for a clear policy on sustainable land care. Ms. Sonneveldt mentioned PRAB's work on the annual review of the recognition and contribution group applications and its review of referrals, such as the dredging of lake forebays and park design for Greenbelt Station **CRAB:** Mr. Ransom said CRAB had become more proactive this year and was meeting on a regular basis. He mentioned its recent work on preservation of the Turner Family Cemetery and its current review of Council's referral regarding Syrian refugees. **YAC:** Mr. Abadir reported that YAC was considering making a recommendation to increase its membership. He also commented on the attendance by several members at the National League of Cities Youth Delegate Program. **Green ACES:** Mr. Lippert spoke about Green ACES's work on solar energy projects and its review of the Council*

referral on the dredging of the lake forebays. He mentioned that Green ACES also serves as the City's Green Team and commented on its work on zero waste and the greening of the Labor Day Festival. **ACE:** Ms. Brady reported on the ACE Educator Awards, Student Awards, Science and Reading Clubs, Grants to Educators Program and its annual meetings with school principals and Parent Teacher Association representatives. **PSAC:** Ms. Kressler reported on PSAC's work on the National Night Out events, its Labor Day Booth and the establishment of a Drug Take Back Program for the Police Department. **SCAC:** Ms. Timer spoke about SCAC's Not for Seniors Only and Annual Forum events. **FPAB:** Ms. Elliott reported on the FPAB's work regarding the forest preserve assessment. She added that the Board was sponsoring several woods cleanup events and is considering sponsoring an educational trail day in June. **APB:** Mr. Gibbons reported on APB's work on economic development as well as its review of the Greenbelt Station plans, Cherrywood Lane Complete Street Project, gateway signage and departures from zoning requests.

Role of Council Liaison and Staff Liaison: Mayor Jordan reviewed the roles of the Council and staff liaisons. Mr. Putens said it is often difficult for Councilmembers to attend advisory group meetings because of Council's meeting schedule and its other responsibilities.

Code of Conduct: Mayor Jordan reported that 98% of advisory group members had signed the Code of Conduct. The representatives expressed their support for the Code which provides a guide for all members. Mayor Jordan asked the representatives to forward to Council any suggestions they may have for improvements to the Code.

Board Reports: Council and chairs reviewed the listing of Advisory Board/Committee Reports. Ms. Murray will provide copies of the report to staff liaisons for distribution to members on a quarterly basis. The report will also be posted on the City website.

The meeting ended at 10:30p.m.

Respectfully submitted,

Cindy Murray
City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, February 22, 2017, for the purpose of meeting with the chairpersons of City Council Advisory Groups.

Mayor Jordan started the meeting at 8:03 p.m. The meeting was held in the Council Room of the Municipal Building.

PRESENT WERE: Judith F. Davis, Konrad E. Herling, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts, and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Nicole Ard, City Manager, and Cindy Murray, City Clerk.

ALSO PRESENT WERE: Charles Jackman, Advisory Committee on Trees (ACT); Brian Gibbons, Advisory Planning Board (APB); Steve Skolnik, Board of Appeals; Pam Gregory, Board of Elections (BoE); Rick Ransom, Community Relations Advisory Board (CRAB); Valerie Elliott, Forest Preserve Advisory Board (FPAB); John Lippert, Greenbelt Advisory Committee on Environmental Sustainability (Green ACES) and Greenbelt Green Team; Lola Skolnik, Park and Recreation Advisory Board (PRAB); Cindy Comproni and Laura Kressler, Public Safety Advisory Committee (PSAC); Betty Timer, Senior Citizens Advisory Committee (SCAC); and Emma Smith, Youth Advisory Committee (YAC); Bill Orleans and others.

Mayor Jordan expressed Council's appreciation to the advisory groups for the valuable service they provide to Council.

*Advisory Group Updates: Mayor Jordan then asked each group to provide a brief update on their group's activities. **APB:** Mr. Gibbons reported on APB's review of the North Core plans, Woodspring Hotel plans and Pedestrian and Bicycle Master Plan. **FPAB:** Ms. Elliott reported on FPAB's forest cleanup events held in preserve areas at Belle Point and Boxwood as well as the review of the Forest Health Assessment. She said FPAB was collecting data to develop a forest preserve tree species list which will be posted on the website. **BoA:** Mr. Skolnik reported that the BoA only meets when needed to consider zoning variance requests. **Green ACES & Green Team:** Mr. Lippert spoke about Green ACES's review of solar energy proposals, Lake forebay work plans, North Core Development plans and electric vehicle charging stations. He mentioned that Green ACES also serves as the City's Green Team and commented on its work on zero waste and its consideration of food waste composting in the future. **ACT:** Mr. Jackman reported that ACT had reviewed Pepco tree work plans and were currently working with the consultant on the development of a tree master plan. He also commented on the upcoming Arbor Day Event and Significant Tree Tour events. **BoE:** Ms. Gregory reported that the BoE was working on the upcoming 2017 Council elections. She said that the location of Precinct 18 will be changed from Turning Point Academy to Schrom Hills Park. Ms. Gregory commented on the efforts taken by Turning Point staff to accommodate the City elections in the past and suggested a plaque or other expression of appreciation be provided. **YAC:** Ms. Smith reported on YAC's work on the National League of Cities priority issue of education on the opioid and heroin abuse crisis. She said YAC was working on a public service announcement. Ms. Smith also noted that YAC is continuing to work on lowering the voting age for voters in Council elections. **SCAC:** Ms. Timer spoke about SCAC's Not for Seniors Only and Annual Forum events. **PRAB:** Ms. Skolnik said PRAB will be submitting a report to Council soon recommending the size of the committee be reduced to nine (9) members. She noted the need for a clear policy on sustainable land care to assist PRAB in its review of the Attick Park Master Plan. **PSAC:** Ms. Comproni reported that PSAC had been working on a referral from Council regarding security cameras. She said that several community meetings were held to obtain input from the public. Ms. Kressler provided an update on the Drug Take Back Box for the Police*

Station. She mentioned the possibility of obtaining the box through a grant program. **CRAB:** Mr. Ransom said CRAB had been working on a referral from Council regarding police and community relations. He said CRAB had held forums throughout the City on the matter.

Role of Council Liaison and Staff Liaison: Mayor Jordan reviewed the roles of the Council and staff liaisons. He noted that it is often difficult for Councilmembers to attend advisory group meetings because of Council's meeting schedule and its other responsibilities.

Code of Conduct: There was discussion regarding the Code of Conduct. Ms. Comproni suggested members review the Code of Conduct on an annual basis. After discussion, Council suggested committee chairs review the code with all committee members on an annual basis and that members be required to review and sign the code again at time of their reappointments.

Board Reports: Council and chairs reviewed the listing of Advisory Board/Committee Reports. Ms. Murray noted that this report is posted on the City website.

Training Opportunity: Mayor Jordan encouraged all advisory group members to attend the scheduled training session on "Conducting & Participating in Effective Meetings" scheduled for March 16, 2017.

Mr. Putens left the meeting at this time (10:02 p.m.) due to a family matter.

Informational Items

Mayor Jordan and Ms. Davis noted their attendance (as well as Mr. Putens) at the Roosevelt Center Merchants Association meeting.

Ms. Davis reported on the Maryland Municipal League Legislative Committee meeting.

The meeting ended at 10:19 p.m.

Respectfully submitted,

Cindy Murray
City Clerk