

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
July 13, 2015 - 08:00 p.m.

I. ORGANIZATION

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

II. COMMUNICATIONS

6. Presentations
7. [Petitions and Requests \(Petitions received at the meeting will not be acted upon by the City Council at this meeting unless Council waives its Standing Rules.\)](#)
- * 8. Minutes of Council Meetings

Statement for the Record – Executive Session of June 22, 2015: The following motion is needed: In accordance with the General Provisions Article, Section 3-306(c)(2) of the *Annotated Code of Public General Laws of Maryland*, I move that the minutes of tonight’s meeting reflect that Council met in executive session on Monday, June 22, 2015, at 9:46 p.m. in the Library of the Municipal Building. Council held this closed meeting in accordance with the General Provisions Article, §3-305(b)(7) of the *Annotated Code of Public General Laws of Maryland*, to consult with legal counsel.

Vote to close session:

	Yes	No	Abstain	Absent
Ms. Davis	X			
Mr. Herling	X			
Ms. Mach	X			
Ms. Pope	X			
Mr. Putens	X			
Mr. Roberts	X			

Mayor Jordan	X			
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The following staff members were in attendance: Michael McLaughlin, City Manager; Karen Ruff, Associate of the City Solicitor; and Cindy Murray, City Clerk. Other individuals in attendance: None Council took no actions during this session. (CM)

Statement for the Record – Executive Session of June 25, 2015 - The following motion is needed: In accordance with the General Provisions Article, Section 3-306(c)(2) of the *Annotated Code of Public General Laws of Maryland*, I move that the minutes of tonight's meeting reflect that Council met in executive session on Thursday, June 25, 2015, at 5:46 p.m. in the Library of the Municipal Building. Council held this closed meeting in accordance with the General Provisions Article, §3-305(b)(1) of the *Annotated Code of Public General Laws of Maryland*, to discuss a personnel matter.

Vote to close session:

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

Ms. Pope				X (arrived at 6:20 p.m.)
Mr. Putens	X			
Mr. Roberts				X (arrived at 6:02 p.m.)
Mayor Jordan	X			

The following staff member was in attendance: Michael McLaughlin, City Manager. Other individuals in attendance: None Council took no actions during this session.(CM)

DRAFT Minutes, Work Session, June 15, 2015

[8 DRAFT Minutes, Work Session 06-15-15](#)

DRAFT Minutes, Work Session, June 17, 2015

[8 DRAFT Minutes, Work Session 06-17-15](#)

DRAFT Minutes, Work Session June 25, 2015

[8 DRAFT Minutes, Work Session 06-25-15](#)

9. [Administrative Reports](#)

* 10. Committee Reports

III. LEGISLATION

11. A Resolution to Authorize the Negotiated Purchase of Certain Goods and Services from Various Vendors as Enumerated Herein When Total Fiscal Year Purchases from Each Vendor Exceed Ten Thousand Dollars - 1st Reading - Reference: Resolution
Each year, the City does business with a number of vendors from whom the City's individual purchases are below the bid limit of \$10,000 but total purchases over the fiscal year reach or exceed that amount. Obtaining bid proposals for these goods and services is not warranted. Some of these vendors are the sole source or best source of purchase. In other instances, the City's purchases are based on bids taken by other government agencies (e.g., the State or County) or through the Council of Governments cooperative purchase program, with the bid price extended to Greenbelt. It is recommended this resolution be introduced for first reading. (CM).

11 Resolution

12. A Resolution to Negotiate the Replacement of the Flat Roof at the Aquatic & Fitness Center with A.K.J. Inc. at a cost of \$64,750 - 1st Reading - Reference: Resolution
Request for Proposals, Roof Replacement Project
Proposal, A.K.J., Inc.
Memorandum, J. Sterling, 07/08/2015
The roof over the indoor pool and surrounding flat roof at the Greenbelt Aquatic and Fitness Center (GAFC) is 25 years old and in need of replacement. At its December 9, 2014 meeting, Council approved Resolution 2028 authorizing the purchase of a Kalwall Roof System over the Indoor Pool Area at the Greenbelt Aquatic and Fitness Center (GAFC) from Structures Unlimited. This work is scheduled to begin in September. To ensure the entire GAFC roof system is water tight, it is critical that both the indoor pool roof and

surrounding flat roof are replaced at the same time. The FY 2016 budget includes \$90,000 for the flat roof replacement project. In May, the City issued a Request for Proposals (RFP) for the replacement of the flat roof at the GAFC with a Thermoplastic Polyolefin (TPO) roofing system manufactured by Carlisle Syntec which is a “green roof.” The TPO roofing system is a light colored, reflective surface which heats up less in the sun. TPO roofing systems were used on the Public Works facility, Municipal Building and Springhill Lake Recreation Center and staff has been very pleased with the product. The RFP called for a 20 year no dollar limit warranty for the TPO roofing system to ensure the City will have a warranty on the roofing system for 20 years with no out of pocket costs. Additionally, alternate pricing for any needed replacement of the roof decking and drains was requested. Given the age of the existing roof and water leaks that have been experienced, there is likely to be deteriorated decking that must be replaced. However, it will not be known until the existing roof is removed. Six responses were received to the RFP ranging from a low base bid of \$64,750 to a high base bid of \$134,125. Staff carefully reviewed the two lowest bids received, from A.K.J., Inc. (base bid \$64,750) and Elite Sheet Metal Works, Inc. (base bid \$67,756). Both companies met all the requirements of the RFP and received positive recommendations from previous clients. However, A.K.J., Inc. provided significantly lower alternative pricing (\$9.70/SF) for any needed replacement of decking and drains compared to Elite Sheet Metal Works (\$90/SF). Included in Council’s packet is a memorandum from Jim Sterling, Acting Director of Public Works, detailing the RFP and bid review process. Mr. Sterling is recommending the GAFC flat roof replacement project be awarded to A.K.J., Inc. It is recommended this resolution be introduced for first reading. (CM).

12 Resolution

12 Request for Proposals

12 Proposal, A.K.J., Inc

IV. OTHER BUSINESS

13. Belle Point Playground Path - The Belle Point playground project included funds (\$3,000) to install a concrete path connecting the playground to the existing sidewalk adjacent to the parking lot. A temporary mulch path is currently in place. Staff was asked to explore the cost of a pervious path. A pervious path can be installed for \$10,000. This project is right on budget so any additional funds would have to come from the fund balance in the Capital Projects Fund. It should be noted there is extensive green space on either side of the path to handle any run off. Council direction is sought. (DEM).

14. Maryland Municipal League 2016 Legislative Requests - Reference: 2016 MML Legislative Request Form Memorandum, David E. Moran, 6/25/15 History of City MML Priority Requests 2015 MML Legislative Action Requests The City has received the annual request from the Maryland Municipal League (MML) to submit statewide legislative initiatives by July 10. MML staff has indicated the City can submit requests by July 14. Last year, the City submitted two proposed initiatives.

- Debit Card Transactions Should be Treated as Cash.

- Maintain Municipal Ability to Establish Different Property Tax Rates.

Staff does not recommend resubmission of these items to MML. While these issues are very important, MML was not inclined to make either one a priority. The City can include the above items in its Legislative Program which is presented to our Delegation in the fall. Suggested initiatives must have statewide municipal impact and staff does not have any proposed items. Council direction is sought. (DEM).

[14 2016 MML Legislative Request Form](#)

[14 Memorandum, D. Moran](#)

[14 History of City MML Priority Requests](#)

[14 2015 MML Legislative Action Requests.](#)

15. [Council Reports](#)

* 16. Reappointment to Advisory Group - Reference: Reappointment Survey - Consuella Harris has indicated her willingness to continue to serve on the Greenbelt Ethics Commission. Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Harris to a new term on the Ethics Commission. (CM)

V. [MEETINGS](#)

[An Executive Session is requested immediately following the work session on August 3, 2015, \(approximately 9:00 p.m.\) to consult with legal counsel to obtain legal advice related to an annexation. To schedule the Executive Session the following motion is needed:](#)

[I move that Council schedule an Executive Session immediately following the work session on August 3, 2015, in the Library of the Municipal Building. Council will hold this closed meeting in accordance with the General Provisions Article 3-305\(b\)\(7\) of the Annotated Code of Public General Laws of Maryland to consult with legal counsel to obtain legal advice.](#)

[Regular Meeting](#)

[Mon.](#)

[07/13](#)

[8:00 pm](#)

<u>Work Session – Festival Permits (CC)</u>	<u>Wed.</u>	<u>07/15</u>	<u>8:00 pm</u>
<u>Work Session – TBD</u>	<u>Mon.</u>	<u>07/20</u>	<u>8:00 pm</u>
<u>Work Session – Briefing on Pepco Tree Plans (CC)</u>	<u>Wed.</u>	<u>07/22</u>	<u>8:00 pm</u>
<u>Work Session – City Manager Update</u>	<u>Mon.</u>	<u>07/27</u>	<u>8:00 pm</u>
<u>Four Cities Meeting (Berwyn Heights)</u>	<u>Wed.</u>	<u>07/29</u>	<u>7:30 pm</u>
<u>Work Session – Greenbelt Station Bridge</u>	<u>Mon.</u>	<u>08/03</u>	<u>8:00 pm</u>
<u>Work Session – Gateway Signage (CC)</u>	<u>Wed.</u>	<u>08/05</u>	<u>8:00 pm</u>
<u>Regular Meeting</u>	<u>Mon.</u>	<u>08/10</u>	<u>8:00 pm</u>

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