

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
July 11, 2016 - 08:30 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

-Proclamation - Buy Local Week - The week of July 23 to 31 has been designated as National Buy Local Week. Terry Kucera, President of the Greenbelt Farmers Market, and Kim Rush Lynch, University of Maryland College of Agriculture and National Resources, have been invited to attend to receive the proclamation. (CM)

[Buy Local Week](#)

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.)

- Request for Council to support a statewide ban on hydraulic-fracturing. - Lore Rosenthal, on behalf of Greenbelt Climate Action Network, will be present to request Council support of a statewide ban on hydraulic-fracturing

[Factsheet](#)

8. Minutes of Council Meetings

* Interview, May 16, 2016

* Interview, June 20, 2016

* Work Session, June 21, 2016

[Work Session 06-21-16](#)

Executive Session June 21, 2016 - Statement for the record

[Executive Session June 21, 2016 - Statement for the record](#)

Executive Session June 21, 2016 - Minutes

Executive Session July 6, 2016 - Statement for the record

[Executive Session July 6, 2016 - Statement for the record](#)

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)

[Resolution](#)

[Negotiated Purchase List-FY17 Final](#)

IV. OTHER BUSINESS

12. Support for Community Investment Tax Credit for Greenbelt Museum and Old Greenbelt Theater - Reference: Draft Letters, Mayor Jordan, 7/11/16 - Sample Resolution - Website Excerpt The Friends of the Greenbelt Museum (FOGM) and the Friends of the Greenbelt Theater (FOGT) are applying for State of Maryland Community Investment Tax Credits through the Department of Housing & Community Development (DHCD). Electronic applications were due July 8 and submitted by both FOGM and FOGT. The application requires a "Resolution" from the local government supporting the application and project. Staff has confirmed that a letter of support is acceptable to DHCD. Non-Profit organizations utilize these tax credits as incentives for a specific project and if approved, are awarded a specific amount

of credits up to \$50,000. FOGM would use the credits towards renovations at 10-A Crescent Road for a Visitor and Education Center and FOGT would use the credits towards the Auditorium renovation project. Individuals or organizations contributing money, goods or real property worth \$500 or more are eligible to receive the State Income Tax credit. Staff recommends that Council approve the attached letters indicating the City's support for both the FOGM and FOGT Community Investment Tax Credit applications. (DEM)

[Draft Letters, Mayor Jordan, 7-11-16](#)

[Sample Resolution](#)

[Website Excerpt](#)

13. Award of Bid - Greenbelt Lake Dam Phase I (Repair of Lake Drain Pipe and Valve) - Reference: Memorandum, J. Bellah, 07/01/2016 - Bid Summary Sheet, 06/03/2016 - The City is under a consent order with the Maryland Department of the Environment (MDE) to undertake several repairs to the Greenbelt Lake Dam. In spring 2015, staff finalized the repair plan and obtained required permits. The bid opening for the Greenbelt Lake Dam Phase 1 Repairs Project was held on June 3, 2016. Four (4) bids were received ranging in price from \$249,933 to \$853,292 (see referenced memo). The low bidder was Veterans Kitchen Maintenance, Inc. (VKM Contracting) in Laurel, MD. The FY 2016 Capital Projects budget originally included \$164,000 in construction inspection funds for this project. Staff anticipated overage for the project and the FY 2017 Capital Projects budget is \$600,000 which includes funds for Phase 2 of the repairs that have not yet been bid. It is important to note that the submitted price is for a line-item bid. Actual costs may vary depending on the severity of damage to the Lake Drain Pipe as determined during construction. The bid reflects the unit cost for anticipated work and costs will be adjusted in context to the submitted bid. Construction is estimated to begin as soon as possible and to be completed in fall of 2016. Staff recommends that award of the Greenbelt Lake Dam Phase

1 Repairs Project be awarded to the low bidder, VKM Contracting, in the estimated Unit Price Base Contract Sum of \$249,933. (JB)

[Memo Lake Dam Phase 1 Bid Award Staff Rec](#)

[Greenbelt Lake Dam Phase 1 Bid Opening Record 6 3 2016](#)

14. Award of Purchase – Police Vehicles - Reference: Memorandum, G. Pracht, 07/07/2016 - The FY 2017 budget includes \$231,500 for the purchase of seven (7) replacement police vehicles – five (5) sport utility vehicles (SUV) and two (2) sedans. Included in Council's packet is a memorandum from Lt. Gordon Pracht recommending the purchase of Ford Interceptor SUV units and Ford Fusion Hybrid vehicles. The Ford SUV units are available for purchase off the State of Maryland Bid #001B6400315 at a base price of \$26,612.00 from Hertrich Fleet Services Inc. Milford, DE. The Ford Fusion Hybrid vehicles are available for purchase off a Montgomery County Bid #1065344 at a base price of \$23,704.10 from Lindsay Ford in Wheaton, MD. The hybrid vehicles can be equipped with emergency gear and can be used for priority response, but are not pursuit vehicles. The Department has purchased six hybrid vehicles in the past two years and have been very satisfied with the performance of the units. It is recommended Council approve the purchase of five (5) Ford Police SUV units at a cost of \$26,612.00 each from Hertrich Fleet Services Inc. in accord with State of Maryland Bid #001B6400315 and two (2) Ford Fusion Hybrid vehicles at a cost of \$23,704.10 each from Lindsay Ford in accord with Montgomery County Bid #1065344 at a total cost of \$180,468.20. Chief Craze will be present. (GP)

[Memorandum, G. Pracht, 07-07-2016](#)

15. Police Department Restructuring Proposals - Reference: Memorandum, Chief Craze 06/09/2016 - The Police Department has reviewed the recommendations of the Matrix Study and is ready to move forward with its restructuring. Chief Craze will be present at the meeting to discuss the restructuring changes proposed, including the

creation of the position of Deputy Chief (Major) to establish a clear second in command of the Department. (CM)

[Memorandum, Chief Craze, 06-09-2016](#)

16. Playground Surfacing – 7 Court Southway and 2 Court Research - Reference: Playground Agreement - Email, Eldon Ralph, 6/15/2016 - Minutes, Work Session, 1/13/2016 - These two playgrounds are owned by Greenbelt Homes, Incorporated (GHI), covered by the Playground Use & Maintenance Agreement, and have shredded rubber surfacing. At a work session on January 13, 2016 Council discussed the surfacing at these playgrounds with the GHI Board of Directors. GHI has indicated their desire to replace the shredded rubber with engineered wood fiber. The FY 2016 Capital Projects Fund included funding for this work. Staff believes this work can be accomplished in the early fall, weather permitting. Per the Playground Agreement, the playground owner (GHI) is responsible for 25% of this cost. Council discussed the topic of replacing the shredded rubber surfacing at City maintained playgrounds at a work session on January 13, 2016. At that time, two Council members did not support charging the 25% cost share to playground owners for removing and replacing the shredded rubber. The total estimated cost for this work is \$16,000 per playground. Staff recommends that Council approve replacing the shredded rubber with Engineered Wood Fiber and that the City adhere to the Playground Agreement and bill GHI for 25% cost share for this work. (DEM)

[16- Playground Agreement](#)

[16- Email, Eldon Ralph, 06-15-16](#)

[16- Minutes, Work Session, 01-13-16](#)

17. City Manager Search Update - With the announcement of the City Manager retiring at the end of the year, the City Council has sought interest from six (6) highly regarded executive search firms

specializing in assisting local governments recruit a new City Manager. Five (5) firms responded and the Council has interviewed four (4) of them. Second interviews will be conducted with two (2) of the firms and it is anticipated one of the firms will be selected and approved for the work at a Special Meeting of the City Council on July 25, 2016. (MPM)

18. Council Reports

* 19. Advisory Planning Board Resolution for Departure #DPLS 16-003 - Reference: APB Resolution 16-003-DPLS, 6/22/2016 - An appeal was made to the Advisory Planning Board (APB) to grant a Departure from Parking and Loading Standards (DPLS) for a waiver of 13 parking spaces as required by Prince George's County Code for a church use to occupy 151A Centerway, Greenbelt. The subject space is located below the Greenbelt Barber Shop and DMV Pizza in Roosevelt Center, and was formerly occupied by the Greenbelt Step Club. The City approved a DPLS for 13 parking spaces for the subject property in January 2016, but the DPLS was specific to a retail use and the property owner was not able to secure a retail tenant. As a result, the property owner is requesting a new DPLS which is specific to a church use occupying the subject property. The Advisory Planning Board held a public hearing on the application on June 22, 2016. At the hearing City planning staff recommended approval of the application. The Advisory Planning Board found sufficient justification to recommend unanimous approval of the requested waiver of 13 parking spaces. Since no requests for oral argument were filed, staff recommends City Council adopt the Advisory Planning Board Resolution for Departure Application 16-003-DPLS by consent, as permitted by the zoning legislation. (TH)

[18-Advisory Planning Board Resolution 16-003-DPLS, 6-22-16](#)

* 20. Board of Appeals Resolution for Variance #16-003-V - Reference: BoA Resolution 16-003-V, 6/21/2016 - An appeal was made to the Board of Appeals (BoA) to grant a variance of 2 feet-1 inch to allow the construction of a front covered porch at 127 Greenhill Road. According to the Prince

George's County Zoning Ordinance, "no open porch, step, terrace, or other project which extends beyond a building line shall be enclosed and under roof." A public hearing on this application was held on June 21, 2016. The Board of Appeals found that the required criteria for granting a variance were met and voted to recommend approval of Variance 16-003-V, consistent with staff's recommendation. All parties of record were notified of the public hearing and no one spoke in opposition to the variance requests. Since no appeals or requests for oral argument have been filed with the City, staff recommends City Council adopt the Board of Appeals Resolution by consent, as permitted by the zoning legislation. (TH)

[19-Board of Appeals Resolution 16-003-V, 6-21-16](#)

* 21. 13th Amendment/Freedom Day Holiday - Reference: PowerPoint Presentation, A. Washington -The National League of Cities Human Development Committee has discussed the idea of the 13th Amendment/Freedom Day Holiday to recognize when slavery actually ended in the United States. Councilmember Mach, Chair of the Committee, is recommending this matter be referred to the Community Relations Advisory Board (CRAB) for consideration in Greenbelt. Approval of this item on the consent agenda will indicate Council's intent to refer the matter to CRAB for review. (CM)

[PowerPoint Presentation, A. Washington](#)

* 22. Reappointment to Advisory Group - Reference: Reappointment Surveys - Susan Breon has indicated her willingness to continue to serve on the Advisory Committee on Education and Steven Gilbert has indicated his willingness to continue to serve on the Board of Elections. Approval of this item on the consent agenda will indicate Councils intent to appoint Ms. Breon and Mr. Gilbert to new advisory group terms. (CM)

* 23. Resignation from Advisory Group - Reference: Email, J. Bellah, 06/22/2016 - Jeff Lemieux has submitted his resignation from the Advisory Planning Board. Approval of this item on the consent agenda will indicate Council's intent to accept his resignation with regret. (CM)

V. MEETINGS - Executive Sessions and Special Meeting: The City Council wishes to conduct second interviews with two executive search firms. It is recommended these sessions be scheduled for Wednesday, July 20, and Thursday, July 21, starting at 7:30 p.m. It is also recommended a Special Meeting of the City Council be scheduled for Monday, July 25, 2016, at 7:30 p.m. for the purpose of selecting a firm to assist the City Council with the executive search -

Interviews for Advisory Groups	Mon.	07/11 7:20 pm
Regular Meeting	Mon.	07/11 8:00 pm
No Meeting (NLC Small Cities Committee)	Wed.	07/13 8:00 pm
Interview for Advisory Group	Mon.	07/18 7:40 pm
Work Session – Beltsville Agricultural Research Center	Mon.	07/18 8:00 pm
Work Session – TBD (CC)	Wed.	07/20 8:00 pm
Work Session – Recognition/Contribution Groups Policy	Mon.	07/25 8:00 pm

		07/27	
Four Cities Meeting (Berwyn Heights)	Wed.		7:30pm
		08/01	
Interview for Advisory Group	Mon.		7:40 pm
		08/01	
Work Session – Buddy Attick Park Parking Lot Green Redesign Plans	Mon.		8:00 pm
		08/03	
Work Session – PGCPs Pupil Accounting & School Boundaries (CC)	Wed.		8:00 pm
		08/08	
Regular Meeting	Mon.		8:00 pm
		08/10	
Work Session – County Executive	Wed.		7:30 pm
		08/15	
Work Session – TBD	Mon.		8:00 pm
		08/17	
Work Session – TBD (CC)	Wed.		8:00 pm
		08/22	
Work Session – SHA I-495/Greenbelt Station Interchange Project	Mon.		8:00 pm

Work Session – TBD (CC)	Wed.	08/24	8:00 pm
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Work Session – TBD	Mon.	08/29	8:00 pm
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Work Session – TBD (CC)	Wed.	08/31	8:00 pm
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