

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
July 10, 2017 - 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

Buy Local Week Proclamation

The week of July 22 to 30 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. (SLM)

[Buy Local Week Proclamation](#)

Park and Recreation Month Proclamation

July is Parks and Recreation Month. Greg Varda, Assistant Director of Recreation, will be present to receive the proclamation and provide an overview of this year's summer recreation camps and programs. (SLM).

Parks and Recreation Month Proclamation

Healthy Eating Active Living (HEAL) Award

Two weeks ago at the Maryland Municipal League Convention the City of Greenbelt was awarded Gold Level status in the HEAL Leaders Club.

The purpose of the HEAL Leaders Club and its levels of membership – Bronze, Silver, Gold and Platinum -- is to recognize and motivate local governments' continued achievement from passing a HEAL resolution to attaining HEAL goals.

Since last summer the City has achieved three goals:

1. Complete and Green Streets Draft Policy
2. Blue Rewards Employee Incentive Program
3. Workplace Wellness Program

The HEAL Cities & Towns Campaign provides free technical assistance to local government leaders to help them create healthy, prosperous community environments that promote healthy eating and active living in Maryland. (GV).

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

* Work Session, April 19, 2017

[WS041917](#)

* Regular Meeting, June 5, 2017

RM170605

* Work Session, June 12, 2017

WS170612

Statement for the Record- Executive Session, June 23, 2017

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 Friday, June 23, 2017, at 7:39 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 counsel to obtain legal advice on a legal matter: 1) concerning a landlord/tenant matter; and 2) concerning a personnel matter with respect to whether the City can respond to the Greenbelt online letter in light of the restrictions contained in the City's personnel laws.

Vote to close session:

<u>-</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
<u>Ms. Davis</u>	<u>X</u>	-	-	-
<u>Mr. Herling</u>	<u>X</u>	-	-	-
<u>Ms. Mach</u>	<u>X</u>	-	-	-
<u>Ms. Pope</u>	-	-	-	<u>X</u>
<u>Mr. Putens</u>	<u>X</u>	-	-	-

<u>Mr. Roberts</u>	-	<u>X</u>	-	-
<u>Mayor Jordan</u>	<u>X</u>	-	-	—

The following staff members were in attendance: Nicole Ard, City Manager; David Moran, Assistant City Manager; Tom Kemp, Acting Police Chief; Mary Johnson, Human Resources Director; Joseph McNeal, Assistant Director of Recreation; Dianne Quynn-Reno, Community Center Supervisor; Bob Manzi, City Solicitor; and Jeffery Williams, City Treasurer.

Other individuals in attendance: None

Council took no actions during this session. (SLM).

Statement for the Record- ES170623

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 - 2"d Reading, Adoption 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.Ms. Pope introduced this ordinance for first reading at the last meeting. It is recommended the resolution be introduced for second reading and moved for adoption tonight. (SLM).

Resolution

IV. OTHER BUSINESS

12. Maryland Municipal League 2018 Legislative Requests
Reference: 2018 MML Legislative Request Form
History of City MML Priority
Requests
2017 MML Legislative Action
Requests
The City has received the annual request from the Maryland
Municipal League (MML) to submit statewide legislative initiatives
by July 28.
Last year, the City submitted three proposed initiatives.
1. Protect Youth Service Bureau Funding
 2. Local Authority over Vegetation Management
 3. Protect Program Open Space Funding

Staff would not recommend resubmission of these items to MML.
The first two, while very important, are not gaining Statewide traction
and MML will continue to advocate for the third.

Council previously suggested that legislation preventing utilities (like
Pepco) from retroactively billing customers when mistakes are made
be an MML Legislative Request. MML's Highway User priority
legislation did not pass. It is expected that this issue will continue to
be a top priority for the League. Suggested initiatives must have

statewide municipal impact.
Council direction is sought. (DEM

2018 MML Legislative Request Form

History of City MML Priority Requests

2017 MML Legislative Action Requests

13. Letter to State Highway Administration (SHA)- Support of Noise Barrier Study for the Town of Berwyn Heights at MD 201(Kenilworth Ave) at MD 193 (Greenbelt Road).

Support of Noise Barrier Study for The Town of Berwyn Heights

Reference: Draft Letter

At Council's Regular Meeting on June 5, 2017, Mayor Jordan requested a letter from the City in support of the Town of Berwyn Heights appeal to be sent to State Highway Administration to conduct a noise barrier study on MD 201 (Kenilworth Ave) and south of MD 193 (Greenbelt Road) in Berwyn Heights.

Draft Letter

14. Aquatic and Fitness Center White Coat Bid #2017-1

Reference: Memo, Joe McNeal – 07/03/2017

Bid Tabulation for Bid 2017-1

The white coat is the “plaster” like material on the exposed surface of a pool and typically lasts 8 to 10 years. The white coat of the indoor pool at the Aquatic and Fitness Center (AFC) was last replaced in 2009, is showing signs of wear and needs to be replaced. In FY 2018 the City budgeted \$47,400 in the Building Capital Reserve Fund to replace the indoor pool white coat.

A bid solicitation for the work was advertised in May, 2017 with a bid opening on June 22, 2017. The City received three (3) bids for the project (2017-1). The company names and bid amounts are as follows;

<u>Vendor Name</u>	<u>Bid</u>
<u>Primavera Pool Services, LLC</u>	<u>\$63,900</u>
<u>Kins, Inc. dba Aquatic Specialists</u>	<u>\$56,880</u>
<u>Wilcoxon Construction, LLC</u>	<u>\$55,460</u>

Staff contacted the references provided by bidding firms and all received positive references. However, in some cases the references provided by contractors noted the white coat work was a component of a larger project and that the white coat portion of the project was sub-contracted out to Wilcoxon Construction Inc.

In the past, the City has used Wilcoxon Construction Inc. (WCI) many times for white coat work at both the indoor and the outdoor pool and we have been very satisfied with their workmanship, professionalism and customer service. Wilcoxon Construction Inc. (WCI) was the lowest bidder on this project. The bids received exceed the amount budgeted and the fund balance in the Building Capital Reserve Fund is not sufficient to cover the additional cost. However, the Aquatic and Fitness Center revenues in FY 17 are expected to be higher than the projected budget by approximately \$25,000. This is sufficient to cover the increased cost if a portion was transferred.

Staff recommends awarding the White Coat Project (2017-1) contract to Wilcoxon Construction Inc. 15120-A Southlawn Lane, Rockville, Maryland 20850 in the amount of \$55,460. Council approval is sought.

Memo, Joe McNeal 07032017

Bid Tabulation for Bid 2017 1

15. An Ordinance to Make a supplemental Appropriation in the Building Capital Reserve Fund for the Fiscal Year Ending June 30,2018, in the Amount of Ten Thousand Dollars (\$10,000) for Additional Building Capital Reserve Fund Expenditures Over the Appropriated Amount

Ordinance

16. Council Activities
Council will report on activities and events recently attended. (If time allows.)

17. Council Reports

Council will report on meetings and conferences recently attended. (If time allows)

* 18. Response to Petitioner - Selection of Mayor

At its Council Work Session on July 5, 2017, Council discussed this item with the petitioner, Mr. Colin Byrd. Council consensus was to add this item to tonight's agenda.

By approval of this item, Council directs staff to send a letter to the petitioner confirming the discussion.

* 19. Response to Petitioner - Election Wards

At its Council Work Session on July 5, 2017, Council discussed this item with the petitioner, Mr. Rick Gordon. Council consensus was to add this item to tonight's agenda. It was recommended that staff add a question to the upcoming Community Survey for further research. By approval of this item council directs staff to send a letter to the petitioner.

* 20. Follow-up Councilmember Inquiry- Resident vs. Citizen Voting

At its Council Work Session on July 5, 2017, Council discussed this item identified by Mayor Pro Tem Davis. Election Board representatives expressed interest in learning more about the topic. Council consensus was to recommend that staff add a question to the Community Survey for further research.

By approval of this item, Council refers the item to the Board of Elections

for further study.

V. MEETINGS Reference: Chart, Stakeholder/Regular Meetings

Master Calendar

Executive Session: An Executive Session has been requested by Council to obtain legal advice. It has been suggested this Executive Session be held on Wednesday, July 12, 2017, at 8:30 p.m. in Room 201 of the Community Center. The following motion is required to schedule the Executive Session: I move that Council schedule an Executive Session Wednesday, July 12, 2017, at 8:30 p.m. in Room 201 of the Community Center. Council will hold this closed meeting in accordance with the General Provisions Article 3-305(b) (7) and (8) of the General Provisions Article of the *Annotated Code of the Public General Laws of Maryland*, the purpose of this meeting will be to: 1) consult with counsel to obtain legal advice regarding Green Ridge House; and 2) consult with counsel, staff and consultants about pending Green Ridge House Landlord/tenant litigation. (SLM)

Regular Meeting	Mon.	07/10	8:00 pm
Work Session – South Core Annexation Correction (CC)	Wed.	07/12	8:00 pm
Executive Session – Legal Advice/ Green Ridge House (CC)	Wed.	07/12	8:30 pm
Work Session – GEAC (Hunting Ridge)	Thu.	07/13	7:30 pm
Work Session – Greenbelt Homes Inc. (GHI)	Mon.	07/17	7:30 pm
No Meeting	Wed.	07/19	
Work Session – TBD	Mon.	07/24	7:30 pm
Four Cities Meeting (Berwyn Heights)	Wed.	07/26	7:30 pm
Work Session – Forest Preserve Health Assessment	Mon.	07/31	8:00 pm
Work Session – Sustainable Land Care Policy (CC)	Wed.	08/02	8:00 pm
Work Session – Capital Projects	Mon.	08/07	7:30 pm
Work Session – TBD (CC)	Wed.	08/09	8:00 pm
Regular Meeting	Mon.	08/14	8:00 pm
Work Session – TBD (CC)	Wed.	08/16	8:00 pm
Work Session - TBD	Mon.	08/21	8:00 pm
Work Session – TBD (CC)	Wed.	08/23	8:00 pm

Work Session – TBD	Mon.	08/28	8:00 pm
Work Session – City Manager Update (CC) (<i>tentative</i>)	Wed.	08/30	8:00 pm

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