



CITY COUNCIL WORK SESSION AGENDA

Work Session - Council Planning Framework

This meeting will be held in-person and virtual.
25 Crescent Road
Greenbelt, MD 20770

OR

Virtual Participation
Zoom Webinar Attendees:

Please submit your request in writing via email to questions@greenbeltmd.gov
[https://us02web.zoom.us/j/82333445111?](https://us02web.zoom.us/j/82333445111?pwd=aM30PrOdAMzXmkFGdxCbsRPKkm5Fde.1)
[pwd=aM30PrOdAMzXmkFGdxCbsRPKkm5Fde.1](https://us02web.zoom.us/j/82333445111?pwd=aM30PrOdAMzXmkFGdxCbsRPKkm5Fde.1)

Dial-in: 301 715 8592
Webinar ID: 823 3344 5111

Passcode: 173356
Monday, July 1, 2024
7:30 PM

Work Session Packet

Work Session - Council Planning Framework

Suggested Action:
Agenda

- **Introductions**
- **Council Discussion**
 - **Workplan and Planning Worksession**
 - **Background**

- In November 2023, the city of Greenbelt elected its 45th City Council which included two new council members. In late January, the Council appointed one new additional council member to fill the council seat vacated with the untimely passing of Council Member Brandon “Ric” Gordon in November 2023. Continuing the longstanding council tradition, the Greenbelt City Council conducted a two-part retreat at the Greenbelt City Municipal Building on January 27, 2024, and a follow-up work session on April 2, 2024, with all council members in attendance. The retreat's goals were to conduct teambuilding activities to enhance communication and cooperation across the council and to discuss a set of council priorities and objectives that reflect the values, needs, and interests of the Greenbelt community.

- **Next Steps**

- A Planning Framework is needed to better guide council and staff's focus areas and priorities. A Planning Framework is structured approach for the Council and staff to use to develop and implement strategies to achieve community goals and objectives. It provides a roadmap to better align vision, values and priorities with community resources, capabilities, and environmental factors to guide decision-making and actions.

- **Worksession Guiding Questions:**

- How can we effectively and collaboratively share what we have heard as the priorities from the community and define strategic priorities that drive the city budget process, legislative actions, and community engagement?
- What tools can we use to help support council work throughout the year, monitor progress, and share results with community members?
- What are the key milestones or actions that should happen throughout the year to demonstrate progress? Who is responsible for each of these actions?

- **Meeting Objectives:**

- Define the purpose of the planning framework.
Determine how the planning framework can and should be used in the future and how often it should be reviewed.
Describe how the framework can complement the standing rules.
Discuss possible tools that can be used to support the planning framework and how they can be implemented.

- **Possible Tools:**

- Community Priorities Document
Community Strategic Plan
Jedi Performance Plan
Annual City Budget Document

Annual Report
City Manager's Quarterly Report
Council Meetings and WorkSession Schedule
Community Engagement Schedule
Stakeholder Engagement Tracking
Legislative Priorities Document
Legislative Briefings
Board and Committee Objectives & Reports
Council Member Reports
Council Meeting Agendas
Council Meeting Minutes
Community Listening Sessions
Council Retreat
Council Standing Rules
City Charter

- Questions and Answers

- Other Items

[2024 Council Planning Framwork \(final\).pdf](#)

2024 Greenbelt City Council Planning Framework - Final

Summary

In November 2023, the city of Greenbelt elected its 45th City Council which included two new council members. In late January, the Council appointed one new additional council member to fill the council seat vacated with the untimely passing of Council Member Brandon “Ric” Gordon in November 2023. Continuing the longstanding council tradition, the Greenbelt City Council conducted a two-part retreat at the Greenbelt City Municipal Building on January 27, 2024 and a follow-up work session on April 2, 2024 with all council members in attendance. The goals of the retreat were to conduct teambuilding activities to enhance communication and cooperation across the council and to discuss a set of council priorities and goals that reflect the values, needs, and interests of the Greenbelt community.

The following document captures priorities and goals to guide the council's focus over the 2-year elected term. The framework will be used as a tool to direct the City Manager and to track the impact of city programs and services in order to ensure they meet the needs of all Greenbelt residents.

Expand activities, access, and opportunities to quality education, recreation, youth development, and workforce development programs for young adults.

Goals:

- Build partnerships with local businesses to expand access to internships and apprenticeships
- Educate youth on career options across a variety of business sectors
- Increase youth involvement in city government and civic issues that impact the community
- Expand access to recreation programs
- Work to promote better communication and transparency between PGCPs and Greenbelt residents around school construction (Ex. DKFI and SHL ES)

FY 25 Objectives:

- Conduct a second session of the Learn 2 Earn program by end of June 2025
- Conduct a local career fair
- Expand intern positions in City departments
- Diversify and increase the number of young adults participating in the Youth Advisory Committee
- Increase the number of young adults participating in city boards and committees
- At least one Council member attends any informational sessions conducted by PGCPs or individual schools within Greenbelt and reports back
- Hire a new Economic Development Manager

Improve and enhance public safety

Goals:

- Explore funding sources to expand the crisis intervention team
- Review public safety workforce to meet needs as city grows in population
- Expand the use of smart technology to support public safety efforts
- Expand efforts to support community policing and safety education, including programs for young people

F25 Objectives:

- Train citizens in community policing model through one Citizens Police Academy per year
- Conduct at least two public engagement sessions related to safety topics per quarter
- Implement license plate readers at key points around the city
- Complete installation of permanent security cameras at municipal facilities including Schrom Hills Park
- Relaunch the Explorer program and finalize planning for a public safety summer camp
- Complete bicycle and pedestrian safety projects funded by ARPA
- Create a labor projection of estimated public safety officers needed over the next 10-20 years.

Enhance a sense of community and belonging

Goals:

- Conduct a community visioning process to refine a shared vision for the community
- Improve wayfinding and placemaking throughout the city.
- Update and enhance the city website
- Explore the possibility for district voting
- Increase engagement in municipal elections
- Explore ways to increase and diversify community engagement in advisory boards and committees, including appointment processes

FY 25 Objectives:

- Identify a community partner to lead and develop a plan for the community visioning process and a funding source for the process
- Complete county-support wayfinding study and identify opportunities for next steps
- Codify rules for all-resident voting in time for the November 2025 election
- Fund phase 2 of DEI study

Promote quality of life for all residents

Goals:

- Create greater equity and access to recreational facilities, ball fields and greenspaces throughout the city
- Provide mental and physical health resources through Greenbelt CARES, etc.
- Promote programs that help seniors and children
- Expand local partnerships to increase resources and support for mental and physical health
- Ensure city programs and services provide accommodations for residents with disabilities
- Provide resources and support to residents facing food insecurities

FY 25 Objectives:

- Complete the construction of a new playground at Springhill Lake Recreation Center
- Complete the construction of Buddy Attick Park inclusive playground
- Support Franklin Park management in efforts to redevelop the unused pool area for alternative recreation purposes
- Complete updates to the interior of Springhill Lake Recreation Center
- Support the transition of Charlestowne North to new management and direct resources to residents throughout the process
- Continue to fund and allocate ARPA grants for education grants, first-time homebuyer assistance, childcare vouchers, mini-grants, non-profit grants etc.
- Enhance recreation amenities in Greenbelt West by completing Phase 1 of the Greenbelt Station Greenspace Master Plan and develop a timeline and site plan for Phase 2
- Enhance and maintain the quality of ball fields in City Center in Greenbelt East
- Secure an MOU with PGCPs for the use of the Greenbelt MS athletic field
- Conduct health screenings in Greenbelt East, Center, and Greenbelt West
- Provide weekly meals to seniors and monthly food distribution

Improve Transportation Opportunities

Goals:

- Move Vision Zero plan forward to prepare for infrastructure grants
- Expand and enhance bike lanes and pedestrian accessibility throughout the city
- Advocate for continued service of Metro and bus routes through Greenbelt that were identified as at risk for elimination

FY 25 Objectives:

- Expand city shuttle/circulator options, including increased capacity for senior trips and summer camps
- Complete bicycle lane and pedestrian enhancements, for example along Hanover Parkway
- Support the section of the Greenbelt East Trail project that falls within the city limits

Maintain and Invest in Infrastructure

Goals:

- Address the shortage of space for city services and organizations
- Explore additional affordable housing options
- Explore best uses for the Armory building
- Explore opportunities for the long-term preservation and revitalization of the DKFI/old Greenbelt High School building

FY 25 Objectives:

- Conduct a more holistic space relocation and space utilization study
- Complete the pool deck condition assessment and develop scope of work for repairs
- Initiate the HVAC system replacement in the community center
- Complete Armory feasibility study

Encourage economic development and to ensure sustainability

Goals:

- Continue and expand resources and funding for COVID 19 affected businesses and organizations
- Explore new non-tax revenue sources
- Create strategic partnerships with existing and new businesses
- Ensure the sustainability and vitality of Roosevelt Center

FY 25 Objectives:

- Create a grant identification and submission strategy that aligns with strategic priorities
- Create a business recruitment and retention strategy
- Create a job creation and business development strategy
- Support the application of a Maryland Main Streets application
- Track the development of the FBI building and participate in the county's planning process
- Secure an updated plan or project schedule for the redevelopment of Beltway Plaza

Provide excellent constituent services by improving communication and engagement with residents

Goals:

- Codify minimum standards of communication
- Broaden citizen involvement through technology
- Ensure greater accessibility to activities, documents, and city information.

FY25 Objectives:

- Create a specific constituent services role in the City Manager's office
- Develop a meet the city council video series (ex. College Park)
- Host regular listening sessions and work sessions throughout the city
- Expand translation/interpretation services
- Implement a system for tracking and following up on constituent issues and requests

Preserve and enhance the legacy of Greenbelt as a planned and environmentally proactive community.

Goals:

- Oppose the SC Maglev and other intrusions on the city's environment
- Continue fighting proposed projects that denude Greenbelt
- Save the forest preserve
- Expand EV charging stations
- Expand EV and Hybrid vehicle fleet
- Expand access to community gardening throughout the city

FY 25 Objectives:

- Complete the Buddy Attick Master Plan study
- Support the purchase of electric vehicles for the city's fleet
- Create a Climate Action Plan for the city that builds on the 2014 Sustainability Plan
- Expand the curbside food scrap pick-up program and begin to develop options for after the grant funding expires
- Identify additional sites around the city for community gardens

Improve and enhance council communication, cooperation, efficiency and workflows with city staff. Enhance council's ability to advocate for Greenbelt residents at the state and federal level.

Goals:

- Conduct a thorough review of the Greenbelt City Charter and identify opportunities that support the vision for the city
- Amend the process for filing future council vacancies

FY 25 Objectives:

- Establish an advisory committee to review the city charter and make recommendations to the city council
- Establish a protocol for documenting and responding to emails that come to the full Council.
- Establish clear objectives and outcomes for council work sessions
- Provide the city manager with timely feedback and appropriate evaluation of his performance
- Send out follow-up letters to key stakeholders with next steps and action items.
- Participate in Four Cities meetings and seek out opportunities for collaboration, such as Pepco lighting transition
- Participate in PGCMA, COG, and NLC meetings and report out findings and opportunities
- Create a running document for council members to add reports on any advocacy, legislative, and informational sessions that they attended
- Establish focus areas for which council members would serve as a liaison and participate and share important information and resources to the community
- Send out the agenda a week in advance of council meetings and work sessions
- Review the stakeholder meeting list and create efficiencies