



CITY COUNCIL WORK SESSIONS AGENDA

Advisory Board Chair Work Session

COUNCIL MEETINGS WILL BE ONLINE

Due to the COVID-19 precautions, the Council Meetings will be held online and is planned to be cablecast on Verizon 21, Comcast 71 and 996 and streamed to www.greenbeltmd.gov/municipaltv.

Resident participation:

Join By Phone: (301) 715-8592

Webinar ID: 865 0293 4874

Password: 287994

In advance, the hearing impaired is advised to use MD RELAY at 711 to submit your questions/comments or contact the City Clerk at (301) 474-8000 or email banderson@greenbeltmd.gov.

Wednesday, June 24, 2020

8:00 PM

Work Session Packet

Advisory Board and Committee Chairs Work Session

Suggested Action:

Agenda

Introductions

Council Discussion

Questions and Answers

Other Items

[WS190717.pdf](#)

[WS170222.pdf](#)

City Council Work Sessions Agenda Item Report

Meeting Date: June 24, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Work Session Item

Agenda Section: Work Session Packet

Subject:

Advisory Board and Committee Chairs Work Session

Suggested Action:

Agenda

Introductions

Council Discussion

Questions and Answers

Other Items

Attachments:

[WS190717.pdf](#)

[WS170222.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, July 17, 2019, to meet with the chairpersons of the City Council Advisory Groups.

Mayor Jordan started the meeting at 8:00 p.m. The meeting was held in Room 201 of the Community Center.

Present were Councilmembers Judith F. Davis, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts, and Mayor Emmett V. Jordan. Councilmember Colin A. Byrd was unable to attend due to travel.

Staff members present were Nicole Ard, City Manager, and Bonita Anderson, City Clerk.

Also present were Charles Jackman, Advisory Committee on Trees (ACT); Keith Chernikoff, Advisory Planning Board (APB); Steve Skolnik, Board of Appeals; Patricia Evans and Steven Gilbert, Board of Elections (BoE); Damien Ossi, Forest Preserve Advisory Board (FPAB); John Lippert, Greenbelt Advisory Committee on Environmental Sustainability (Green ACES) and Greenbelt Green Team; Jake Chestnutt, Park and Recreation Advisory Board (PRAB); Laura Kressler, Public Safety Advisory Committee (PSAC); Mark Granfors-Hunt, Arts Advisory Board (AAB); Ronnie Scotkin, Senior Citizens Advisory Committee (SCAC) via conference call; and Arsalan Siddiqui, Youth Advisory Committee (YAC); Melinda Brady, Advisory Committee on Education (ACE); Bill Orleans and others.

Mayor Jordan stated that the Council appreciates the advisory groups for the valuable service that they provide to the Council. Mayor Jordan noted that it is often difficult for Councilmembers to attend the advisory group meetings because of the Council's meeting schedule and other responsibilities. He asked that all advisory boards designate a member to participate in the Open Meetings Act training annually. He also noted that there was training, two years ago, on Roberts Rules of Order. Ms. Scotkin suggested that a representative of CARES assist with providing training for the various boards.

Mr. Siddiqui, Youth Advisory Committee chair, noted that the Youth Committee initiative for voter registration outreach for the 16 and 17 year-olds to participate in the upcoming election. The committee is also working on human trafficking issues, addressing reduction in crime, and a variety of other events for the youth.

Mr. Chernikoff, Advisory Planning Board Chair, mentioned the implementation of the pedestrian bike subcommittee and that they are exploring telecommunications for meetings.

Mr. Zugby, Ethics Commission chair, noted the recent expansion of the board. He also noted that the committee's current main task is to review the financial disclosure forms for staff, appointed and elected officials. Mr. Zugby noted that the committee reviewed the forms and has made some modifications. He stated that there haven't been any cases presented to the Board in recent years. Ms. Davis inquired about the timeliness of individual's submission of forms. He indicated that there were a couple of forms that were not submitted promptly.

Mr. Skolnik, Board of Appeals Chair, noted that the board would be holding a hearing. Mayor Jordan inquired about Mr. Skolnik recusing himself from a project because he was the chair of the Board and President of Greenbelt Homes Inc. (GHI). Mr. Skolnik stated that the issue has never been brought up and that he would have to recuse himself if it does.

Mr. Jackman, Advisory Committee on Trees Chair, provided Council with an update on the committee's recent activities.

Dr. Kressler, Public Safety Advisory Committee Chair, provided the Council with an update on their projects, which consist of the emergency sirens, cell phone, and vaping issues. Ms. Davis recommended that the board reach out to the local schools. Dr. Kressler also noted that she is a member of CERT and they are seeking training for CPR certification.

Mr. Chesnutt, Parks and Recreation Advisory Board (PRAB) Chair, noted the recent PRAB meeting discussion on the Sustainable Land Care Policy (SLCP) and that the board is working on updating other policies. They are currently looking at the signage at Buddy Attick Park and the Lake Dam Project. He noted the Beltway Plaza proposed redevelopment project and that Council will receive an update on the pet waste stations around the lake. There was a discussion about the tot-lot park at Greenbelt Station Subdivision.

Ms. Evans, Board of Elections chair, noted the expansion of the Board with two additional members. She also noted that the Board has been working on the candidate packet forms. Ms. Evans noted the provision of an additional week for early voting. Ms. Mach stated she was looking forward to the revised forms and inquired about in-kind expenses and documentation. The concern was about how a candidate fills out their forms. Mr. Gilbert noted that there are three additional forms for the upcoming election.

Ms. Brady, Advisory Committee on Education Chair, noted that the committee ran a reading club at Springhill Lake Elementary, a writing club at Greenbelt Middle School and a poetry club at Turning Point Academy. She noted the board's distribution of \$15,000 in grants to the local schools. She also provided information on the recent forum with Dr. Alvin Thornton, County School Board. In response to a question asked by Mayor Jordan, Ms. Brady stated that Turning Point Academy is expected to move to Temple Hills, Maryland, this year. Mayor Jordan noted that they would have additional resources for the other six schools to utilize with the departure of Turning Point Academy.

Mr. Lippert, Greenbelt Advisory Committee on Environmental Sustainability Chair, noted that their meetings have been well-attended. He listed the following projects/activities that the Committee is involved with: the Sustainable Land Care Policy Report, Complete and Green Street Policy, Cherrywood Lane Complete and Green Street Project, Windsor Green Community Center Renovations Project, Solar Farm RFP, Greenbelt TimeBank, and several composting locations.

Mr. Granfors-Hunt, Arts Advisory Board (AAB) Chair, noted the number of members and that their meetings have been well-attended. He noted that the AAB has been working on recent referrals from Council. He also noted that currently there is an art exhibit in the Council Chambers and other various locations within the City and that there is an online Greenbelt Art Directory.

Mr. Ossi, Forest Preserve Advisory Board Chair, noted the completion of the Sustainable Land Care Policy guidelines. The FPAB requested a science fund to research the Forest Preserve, to which the Council awarded \$2,000. He noted that they performed several City-wide cleanup initiatives.

Mr. Marcus, Employee Relations Board member, provided the Council with an update on the number of members and that there were no recent cases with the Board. The Board recently adopted bylaws and revised the procedures for employee appeals and grievances.

Ms. Skoktin, Senior Citizens Advisory Committee, noted the various events that the committee is working on. She also noted that they are working on future enhancement of the Community Center

steps for people with vision issues. Ms. Scoktin expressed her gratitude to be able to participate via phone.

There was a discussion about telecommunicating during meetings/remote participation. Mr. Putens noted potential issues with remote participation. Mr. Chernikoff noted the possibility of remote participation for the advisory boards and seeking guidance. Mayor Jordan suggested holding a work session to obtain proper guidance. Mr. Skolnik noted that when action is taken, by the Board of Appeals members are required to be present.

There was a discussion about the referral process. It was mentioned that the former City Clerk provided the Council and board members with a list of the Advisory Boards' and Committees' reports before the Work Session for discussion. It was also noted that this document was also posted on the City's website. Council requested that Ms. Anderson post the listing of Advisory Board/Committee Reports.

Informational Items

Ms. Davis provided Council with an update on the topics that were discussed at the Maryland Municipal League Large Forum Committee meeting.

The meeting ended at 9:52 p.m.

Respectfully submitted,

*Bonita Anderson
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