



CITY COUNCIL AGENDA
Regular Council Meeting / FY 2022 Budget Adoption

COUNCIL MEETING WILL BE ONLINE ONLY

Due to the COVID-19 precautions, the Council Meeting 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:
[https://us02web.zoom.us/j/81975044295?](https://us02web.zoom.us/j/81975044295?pwd=VDJ0TUNWcVdvcURIMW1sY3gyU1Nsdz09)
[pwd=VDJ0TUNWcVdvcURIMW1sY3gyU1Nsdz09](https://us02web.zoom.us/j/81975044295?pwd=VDJ0TUNWcVdvcURIMW1sY3gyU1Nsdz09)

OR

Join By phone: (301) 715-8592
Meeting ID: 819 7504 4295
Passcode: 736144

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

Monday, June 7, 2021
8:00 PM

I. ORGANIZATION

1. Call to Order
2. Roll Call
3. Meditation and Pledge of Allegiance to the Flag

4. Consent Agenda - Approval of Council and Staff Recommendations (Items on the Consent Agenda [marked by *] will be approved as recommended by Council and Staff, subject to removal from the Consent Agenda by Council.)
5. Approval of Agenda and Additions

II. COMMUNICATIONS

6. Presentations

6a. Peace Month Proclamation

Suggested Action:

Since 2009, June has been declared as Peace Month in Greenbelt. Alexander Barnes, Sr. will participate in the meeting to accept the proclamation on behalf of the Prince George's Peace and Justice Coalition.

[Peace Month21proc.pdf](#)

6b. Lesbian Gay Bisexual Transgender Queer (LGBTQ+) Pride Month Proclamation

Suggested Action:

June is Lesbian Gay Bisexual Transgender Queer (LGBTQ+) Pride Month. Mayor Byrd will proclaim the month of June LGBTQ+ Pride Month.

[LGBTQ+ Pride Month.pdf](#)

6c. Chesapeake Bay Awareness Week Proclamation

Suggested Action:

The State of Maryland, along with Pennsylvania and Virginia, has designated the second week of June as Chesapeake Bay Awareness Week. Brian Townsend, Assistant Public Works Director, will accept the proclamation.

[Chesapeake Awareness Week Proclamation.pdf](#)

6d. Gun Violence Awareness Month Proclamation

Suggested Action:

This proclamation declares June 4, 2021, to be National Gun Violence Awareness Day in the City of Greenbelt to honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to reduce gun violence.

[Gun Violence Awareness Day Municipality Proclamation Template 2021 edited.pdf](#)

7. Petitions and Requests
- *8. * Minutes of Council Meetings
9. Administrative Reports
- *10. * Committee Reports

III. LEGISLATION

11. Climate Emergency Resolution
- 1st Reading

Suggested Action:

Mayor Byrd requested this item to be added to the agenda.

[Resolution.pdf](#)

12. FY 2022 Budget Adoption
Suggested Action:

Reference:

Memorandum, B. Gaymon, 06/04/2021. - (Changes to the Proposed FY 2022 Budget)

Memorandum, B. Gaymon, 06/04/2021. - (FY 2022 Potential Budget Adjustments)

The City Council has nearly completed its budget process which began when the proposed fiscal year 2022 budget was presented to Council on March 22nd. Since then, Council has held nine public work sessions to consider the budget. On April 26th, the City Council held a public hearing in accordance with City Charter requirements. A list of changes was prepared based on Council discussion at the final budget review work session on May 26th. Council held a second public hearing on May 24th to receive public input on these changes. The budget is now ready for adoption. The City Charter requires that the budget be adopted by June 10 for the fiscal year starting July 1.

Included in Council's packet is a memo listing the changes that have been suggested to the budget as it was proposed on March 22nd. Council should vote on each of these changes and then on the new total. Once the changes have been approved, Council can proceed to the next item of business, the ordinance to appropriate the funds included in the budget.

[Memorandum, B. Gaymon, 06/04/2021. - \(Changes to the Proposed FY 2022 Budget\).pdf](#)

13.

An Ordinance to Adopt the General Fund, Building Capital Reserve Fund, Cemetery Fund, Debt Service Fund, Replacement Fund, Special Projects Fund, Green Ridge House Fund, Capital Projects Fund, Community Development Block Grant Fund and Greenbelt West Infrastructure Fund Budgets for the City of Greenbelt, Maryland, to Appropriate Funds and Establish Real Estate and Personal Property Tax Rates for the Fiscal Year 2022 Beginning July 1, 2021 and Including June 30, 2022

- 1st Reading, Suspension of the Rules

- 2nd Reading, Adoption

Suggested Action:

Reference: Ordinance

Section 51 of the City Charter states that "immediately upon adoption of the budget, the city council shall adopt an ordinance appropriating funds for the ensuing fiscal year. Funds shall be appropriated to each of the various departments, offices, agencies or functions in accordance with the adopted budget. The appropriation ordinance shall also include a summary of estimated income for the ensuing fiscal year in accordance with the adopted budget and shall levy all property and other taxes required to realize the income estimated."

Having amended the City Manager's proposed budget, Council now must introduce an ordinance to adopt the budget, appropriate funds, and establish tax rates for real and personal property for FY 2022. All funds have been incorporated into one ordinance.

It is recommended that Council introduce the ordinance, suspend the rules, and adopt the ordinance at this meeting.

Note: Per Council's Standing Rules, six (6) votes in the affirmative are needed in order to suspend the rules.

[Ordinance.pdf](#)

IV. OTHER BUSINESS

14. Air Conditioning in Rental Properties

Suggested Action:

Mayor Byrd requested this item be added to the agenda.

The motion would be to have the City Solicitor draft an ordinance that would require landlords to supply and maintain air conditioning service at 80 degrees or less from April 1st to September 30th of each year.

15. Hire a Parliamentarian

Suggested Action:

Councilmember Roberts has requested that a Parliamentarian be hired to staff each City Council meeting. Staff has identified a professional organization with the attached link of Maryland area parliamentarians. <https://www.parliamentarians.org/>.

In response to Councilmember Mach's request to learn more about cost, attached are proposals from members of the Maryland Area parliamentarians organization.

[Mona Calhoun Proposal](#)

[Michael L. Swift letter service GBCC.pdf](#)

[John Tatum ParliResume II.pdf](#)

[John Tatum Proposal.pdf](#)

16. Fourth of July Celebration

Suggested Action:

Mayor Byrd requested this item be added to the agenda. The motion is to approve the return of the city's annual fireworks celebration for July 4th, 2021.

City staff has had a vendor on hold. The City has asked for County guidance on County health guidance. Staff recognizes such guidance along with security considerations may change before the event date. The City staff applied for County permit.

17. Lifting of Prince George's County COVID-19 restrictions/In-person Council meetings

Suggested Action:

Mayor Pro Tem Jordan requested this item be added to the agenda.

18. Council Activities

19. Council Reports

V. MEETINGS

Meetings

Suggested Action:

[meetings.pdf](#)

Stakeholders

[Stakeholder Schedule.pdf](#)

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

Peace Month Proclamation

Suggested Action:

Since 2009, June has been declared as Peace Month in Greenbelt. Alexander Barnes, Sr. will participate in the meeting to accept the proclamation on behalf of the Prince George's Peace and Justice Coalition.

Attachments:

[Peace Month21proc.pdf](#)

PROCLAMATION

WHEREAS, the citizens of Greenbelt have committed themselves to our Community Pledge in which the City celebrates its strength as a community of diverse people living together in a welcoming community this is open, accessible, safe and fair; and

WHEREAS, the City of Greenbelt has worked for many years to promote peace and nonviolence through its Community Relations Advisory Board, community mediation service, community policing program, CARES youth and family counseling, recreation programs, and other City activities and continues its efforts to ensure that a culture thoroughly pervaded by peace and nonviolence comes closer each day; and

WHEREAS, the many Greenbelt residents active in the Prince George's County Peace and Justice Coalition are working with other Greenbelt groups to organize and conduct programs and activities that promote peace and nonviolence; and

WHEREAS, in June of each year, these groups highlight their activities and the community continues its commitment to diversity, cooperation, peace and nonviolence.

NOW, THEREFORE, I, Colin A. Byrd, by the authority vested in me by the citizens and City Council of Greenbelt, do hereby issue this proclamation declaring the month of June to be

PEACE MONTH

in Greenbelt and encourage all our citizens and civic organizations to participate in activities that promote inclusion, understanding, peace and nonviolence throughout our City.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 7th day of June 2021.

COLIN A. BYRD
Mayor

ATTEST:

Bonita Anderson
City Clerk

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Bonita Anderson

Submitting Department:

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

Lesbian Gay Bisexual Transgender Queer (LGBTQ+) Pride Month Proclamation

Suggested Action:

June is Lesbian Gay Bisexual Transgender Queer (LGBTQ+) Pride Month. Mayor Byrd will proclaim the month of June LGBTQ+ Pride Month.

Attachments:

[LGBTQ+ Pride Month.pdf](#)

PROCLAMATION

WHEREAS, the Greenbelt Community Pledge states “The strength of Greenbelt is diverse people living together in a spirit of cooperation”; and

WHEREAS, this City strives to be a safe space that does not tolerate violence, harassment, or hate speech; and

WHEREAS, the diverse lesbian, gay, bisexual, transgender and queer (LGBTQ+) community continues to contribute to the widespread academic, economic, artistic and social spheres within and around our greater community; and

WHEREAS, Greenbelt has a diverse LGBTQ+ community that includes people of all ethnicities, religions and professions; and

WHEREAS, the patrons and supports of the Stonewall Inn protest in New York City, resisted harassment that had become all too common for the members of the LGBTQ+ community; and

WHEREAS, out of this resistance, the LGBTQ+ rights movement in America was born; and

WHEREAS, LGBTQ+ Americans have mobilized the Nation to respond to the domestic HIV/AIDS epidemic and have played a vital role in broadening this country’s response to the global HIV pandemic; and

WHEREAS, the people of Maryland approved a measure to legalize same-sex marriage on November 6th, 2012; and

WHEREAS, the U.S. Supreme Court issued its opinion in Obergefell v. Hodges, on June 26th, 2015, ruling that the fundamental right to marry is guaranteed to same-sex couples by both the Due Process Clause and the Equal Protection Clause of the Fourteenth Amendment to the United States Constitution; and

WHEREAS, LGBTQ+ families and seniors should be allowed to live their lives with dignity and respect; and

NOW THEREFORE, I, Colin A. Byrd, by the authority vested in me by the citizens and City Council of Greenbelt, do hereby proclaim June 2021 to be

LESBIAN, GAY, BISEXUAL, TRANSGENDER AND QUEER PRIDE MONTH

an acknowledging this month would be a reaffirming gesture from the City of Greenbelt – a city that many LGBTQ+ residents know and love.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 7 day of June 2021.

Colin A. Byrd, Mayor

ATTEST: Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

Chesapeake Bay Awareness Week Proclamation

Suggested Action:

The State of Maryland, along with Pennsylvania and Virginia, has designated the second week of June as Chesapeake Bay Awareness Week. Brian Townsend, Assistant Public Works Director, will accept the proclamation.

Attachments:

[Chesapeake Awareness Week Proclamation.pdf](#)

PROCLAMATION

WHEREAS, the Chesapeake Bay is the largest and most productive estuary in the United States, with its watershed spanning six states and the District of Columbia; and

WHEREAS, the Chesapeake Bay watershed, covering 64,000 square miles, is an extraordinary and vital natural resource, with some of the nation's most productive farm and forest lands; and

WHEREAS, the Chesapeake Bay is fed by 50 major tributaries, including the Susquehanna, Potomac, Rappahannock, York, and James Rivers, and stretches 200 miles from Havre de Grace, Maryland, to Norfolk, Virginia; and

WHEREAS, the Chesapeake Bay watershed is home to more than 18 million people, many of whom rely upon the watershed's natural resources for their livelihood and recreational activities; and

WHEREAS, an important source of food for Maryland and the east coast of the United States, the Chesapeake Bay produces more than 500 million pounds of seafood harvest each year; and

WHEREAS, the more than 83,000 farms in the Chesapeake Bay watershed contribute more than \$10 billion to the regional economy and provide food for millions of Americans; and

WHEREAS, the Chesapeake Bay's tributaries in Maryland are an important source of drinking water, which is essential for public health and economic growth and a vital resource for future generations; and

WHEREAS, the rich history, pivotal economic importance, and astounding beauty of the Chesapeake Bay watershed never cease to amaze residents and visitors alike; and

WHEREAS, the City of Greenbelt is in the Anacostia River Watershed, which is important to the character and quality of life of the community and ultimately the health of the Chesapeake Bay; and

WHEREAS, the TRUSTED SOURCE has recognized the importance of Chesapeake Bay Week Awareness Week and has encouraged its members to do the same;

NOW, THEREFORE, I, Colin A. Byrd, by the authority vested in me by the citizens and City Council of Greenbelt, do hereby proclaim June 5-13, 2021 as

CHESAPEAKE BAY AWARENESS WEEK

in the City of Greenbelt and urge all citizens to recognize the importance of this observance and to participate in events, activities, and educational programs designed to increase awareness of the importance of the Chesapeake Bay watershed in our community.

IN WITNESS WHEREOF, I have hereunto
set my hand and caused the Seal of the City of Greenbelt,
Maryland, to be affixed this 7th day of June, 2021.

COLIN A. BYRD, MAYOR

ATTEST:

Bonita Anderson
City Clerk

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

Gun Violence Awareness Month Proclamation

Suggested Action:

This proclamation declares June 4, 2021, to be National Gun Violence Awareness Day in the City of Greenbelt to honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to reduce gun violence.

Attachments:

[Gun Violence Awareness Day Municipality Proclamation Template 2021 edited.pdf](#)

PROCLAMATION

This proclamation declares the first Friday in June to be National Gun Violence Awareness Day in the City of Greenbelt to honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to reduce gun violence.

WHEREAS, every day, more than 100 Americans are killed by gun violence and on average there are more than 13,000 gun homicides every year; and

WHEREAS, Americans are 25 times more likely to die by gun homicide than people in other high-income countries; and

WHEREAS, Maryland has 682 gun deaths every year, with a rate of 11.3 deaths per 100,000 people. Maryland has the 35th highest rate of gun deaths in the US; and

WHEREAS, gun homicides predominantly occur in cities, with more than half of all firearm related gun deaths in the nation occurring in 127 cities; and

WHEREAS, cities across the nation, including in Greenbelt, are working to end the senseless violence with evidence-based solutions; and

WHEREAS, protecting public safety in the communities they serve is the City Council's highest responsibility; and

WHEREAS, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from people with dangerous histories; and

WHEREAS, mayors and law enforcement officers know their communities best, are the most familiar with local criminal activity and how to address it, and are best positioned to understand how to keep their citizens safe; and

WHEREAS, gun violence prevention is more important than ever as the COVID-19 pandemic continues to exacerbate gun violence after more than a year of increased gun sales, increased calls to suicide and domestic violence hotlines, and an increase in city gun violence;

WHEREAS, in January 2013, Hadiya Pendleton was tragically shot and killed at age 15; and on June 4, 2021 to recognize the 24th birthday of Hadiya Pendleton (born: June 2, 1997), people across the United States will recognize National Gun Violence Awareness Day and wear orange in tribute to -
(1) Hadiya Pendleton and other victims of gun violence; and
(2) the loved ones of those victims; and

WHEREAS, the idea was inspired by a group of Hadiya's friends, who asked their classmates to commemorate her life by wearing orange; they chose this color because hunters wear orange to announce themselves to other hunters when out in the woods and orange is a color that symbolizes the value of human life; and

WHEREAS, anyone can join this campaign by pledging to Wear Orange on June 4th, the first Friday in June in 2021, to help raise awareness about gun violence; and

WHEREAS, by wearing orange on June 4, 2021 Americans will raise awareness about gun violence and honor the lives of gun violence victims and survivors; and

PROCLAMATION

WHEREAS, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the wrong hands, and encourage responsible gun ownership to help keep our children safe.

NOW, THEREFORE BE IT RESOLVED, I, Colin A. Byrd, by the authority vested in me by the residents and City Council of Greenbelt, do hereby declare the first Friday in June, to be National Gun Violence Awareness Day. I encourage all citizens to support their local communities' efforts to prevent the tragic effects of gun violence and to honor and value human lives.

IN WITNESS WHEREOF, I have hereunto
set my hand and caused the Seal of the City of Greenbelt,
Maryland, to be affixed this 7th day of June, 2021.

COLIN A. BYRD, MAYOR

ATTEST:

Bonita Anderson
City Clerk

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: LEGISLATION

Agenda Section: LEGISLATION

Subject:

Climate Emergency Resolution

- 1st Reading

Suggested Action:

Mayor Byrd requested this item to be added to the agenda.

Attachments:

[Resolution.pdf](#)

Introduced:
1st Reading:
Passed:
Posted:
Effective:

RESOLUTION NUMBER XXXX

A RESOLUTION DECLARING A CLIMATE EMERGENCY AND CALLING FOR AN
IMMEDIATE EMERGENCY MOBILIZATION TO RESTORE A SAFE CLIMATE

WHEREAS, On April 22, 2016, world leaders from 174 countries and the European Union recognized the threat of climate change and the urgent need to combat it by signing the Paris Agreement, agreeing to keep warming well below 2°C above pre-industrial levels and to pursue efforts to limit the temperature increase to 1.5°C; and

WHEREAS, On October 8, 2018, the United Nations International Panel on Climate Change (“IPCC”) released a special report, which projected that limiting warming to the 1.5°C target this century will require an unprecedented transformation of every sector of the global economy over the next 12 years; and

WHEREAS, On November 23, 2018, the United States Fourth National Climate Assessment (“NCA4”) was released and details the massive threat that climate change poses to the American economy, our environment and climate stability, and underscores the need for immediate climate emergency action at all levels of government; and

WHEREAS, According to the National Aeronautics and Space Administration (NASA)’s Goddard Institute for Space Studies (GISS), global temperatures in 2018 were

.83°C (1.5°F) warmer than the 1951 to 1980 mean, and the past five years are collectively the warmest in modern history; and

The death and destruction already wrought by climate change demonstrates that the Earth is already too hot for safety, as attested by increased and intensifying wildfires, floods, rising seas, diseases, droughts and extreme weather; and

WHEREAS, World Wildlife Fund's 2018 Living Planet report finds that there has been 60% decline in global wildlife populations between 1970 and 2014, with causes including overfishing, pollution and climate change; and

WHEREAS, the planet has suffered from habitat loss and deforestation; and

WHEREAS, According to the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services, human activity has already severely altered 40% of the marine environment, 50% of inland waterways, and 75% of the planet's land, and it is projected that half-to-one million species are threatened with extinction, many within the next few decades; and

WHEREAS, The United States of America has disproportionately contributed to the climate and extinction emergencies and has repeatedly obstructed global efforts to transition toward a green economy, and thus bears an extraordinary responsibility to rapidly address these existential threats; and

WHEREAS, Restoring a safe and stable climate requires transformative societal and economic change on a scale not seen since World War II to reach net zero greenhouse gas emissions across all sectors, to rapidly and safely drawdown or remove all the excess carbon from the atmosphere, to end the 6th mass extinction of species,

and to implement measures to protect all people and species from the increasingly severe consequences of climate change; and

WHEREAS, A sweeping overhaul of the economy that centers on equity and justice in its solutions is vital to our future and must include the following goals: dramatically expand existing renewable power sources and deploy new production capacity with the goal of meeting 100% of national power demand through renewable sources; build a national, energy-efficient, “smart” grid; upgrade every residential, industrial, commercial, and public sector or governmental building for state-of-the-art energy performance, comfort and safety; eliminate greenhouse gas emissions from manufacturing, agricultural and other industries, including by investing in local-scale agriculture in communities across the country; repair and improve transportation and other infrastructure, and upgrade water infrastructure to ensure universal access to clean water; fund massive investment in the drawdown of greenhouse gases; make “green” technology, industry, expertise, products and services a major export of the United States, with the aim of becoming the international leader in helping other countries become greenhouse gas neutral economies and bringing about a global transition; and

WHEREAS, Marginalized populations in Greenbelt and worldwide, including people of color, immigrants, indigenous communities, low-income individuals, people with disabilities, and the unhoused are already disproportionately affected by climate change, and will continue to bear an excess burden as temperatures increase, oceans rise, and disasters worsen; and

WHEREAS, Addressing climate change fairly requires a “Just Transition” from fossil fuels to clean, renewable energy that is ecologically sustainable and equitable for all people, especially those most impacted by climate change already and those who will be most impacted in the future; and

WHEREAS, Core to a Just Transition is equity, self-determination, culture, tradition, deep democracy, and the belief that people around the world have a fundamental human right to clean, healthy and adequate air, water, land, food, education, healthcare, and shelter; and

WHEREAS, Just Transition strategies were first forged by a “blue-green” alliance of labor unions and environmental justice groups who saw the need to phase out the industries that were harming workers, community health, and the planet, while also providing just pathways for workers into new livelihoods; and

WHEREAS, Just Transition initiatives shift the economy from dirty energy that benefits fossil fuel companies to energy democracy that benefits our people, environment and a clean, renewable energy economy, from funding new highways to expanding public transit, from incinerators and landfills to zero waste products, from industrial food systems to food sovereignty, from car-dependent sprawl and destructive unbridled growth to smart urban development without displacement, and from destructive over-development to habitat and ecosystem restoration; and

WHEREAS, Building a society that is resilient to the current, expected, and potential effects of climate change will protect health, lives, ecosystems, and economies, and such resilience efforts will have the greatest positive impact if the most dramatic potential consequences of climate change are taken into account; and

WHEREAS, Climate justice calls for climate resilience planning that addresses the specific experiences, vulnerabilities, and needs of marginalized communities within our jurisdiction, who must be included and supported in actively engaging in climate resilience planning, policy, and actions; and

WHEREAS, Actions to eliminate greenhouse gas emissions and/or drawdown greenhouse gases may be taken in ways that also improve resilience to the effects of climate change, and vice versa; and

WHEREAS, Climate justice requires that frontline communities, which have historically borne the brunt of the extractive fossil-fuel economy, participate actively in the planning and implementation of this mobilization effort at all levels of government and that they benefit first from the transition to a renewable energy economy; and

WHEREAS, Fairness demands the protection and expansion of workers' right to organize as well as a guarantee of high-paying, high-quality jobs with comprehensive benefits for all as the mobilization to restore a safe climate is launched; and

WHEREAS, Common sense demands that this unprecedented mobilization effort address the full suite of existential ecological threats facing humanity in a comprehensive, integrated and timely fashion; and

WHEREAS, Nearly hundreds of cities, districts and counties across the world representing over millions of people collectively have recently declared or officially acknowledged the existence of a global climate emergency, including Hoboken, Berkeley, Los Angeles, Montgomery County, Oakland, Richmond, and Santa Cruz in the United States, Bristol and London in the United Kingdom and many cities in Australia, Canada, and Switzerland; and

WHEREAS, the City of Greenbelt, as a green town founded by the New Deal, can act as a global leader through continuing to build upon its renowned work related to environmentalism and sustainability; now, therefore, be it

BE Resolved, The City Council declares a climate emergency and calls for an immediate emergency mobilization of local, state, and national governments to restore a safe climate.

Note: nothing in this resolution shall be construed as granting the city manager additional unilateral powers.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of _____.

Colin A. Byrd, Mayor

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: LEGISLATION

Agenda Section: LEGISLATION

Subject:

FY 2022 Budget Adoption

Suggested Action:

Reference:

Memorandum, B. Gaymon, 06/04/2021. - (Changes to the Proposed FY 2022 Budget)

Memorandum, B. Gaymon, 06/04/2021. - (FY 2022 Potential Budget Adjustments)

The City Council has nearly completed its budget process which began when the proposed fiscal year 2022 budget was presented to Council on March 22nd. Since then, Council has held nine public work sessions to consider the budget. On April 26th, the City Council held a public hearing in accordance with City Charter requirements. A list of changes was prepared based on Council discussion at the final budget review work session on May 26th. Council held a second public hearing on May 24th to receive public input on these changes. The budget is now ready for adoption. The City Charter requires that the budget be adopted by June 10 for the fiscal year starting July 1.

Included in Council's packet is a memo listing the changes that have been suggested to the budget as it was proposed on March 22nd. Council should vote on each of these changes and then on the new total. Once the changes have been approved, Council can proceed to the next item of business, the ordinance to appropriate the funds included in the budget.

Attachments:

[Memorandum, B. Gaymon, 06/04/2021. - \(Changes to the Proposed FY 2022 Budget\).pdf](#)

[Memorandum, B. Gaymon, 06/04/2021. - \(FY 2022 Potential Budget Adjustments\).pdf](#)



CITY OF GREENBELT

MEMORANDUM

DATE: June 4, 2021
TO: City Council
THRU: Nicole Ard, City Manager
FROM: Bertha Gaymon, City Treasurer
RE: Changes to the Proposed FY 2022 Budget

Staff Recommendation

Staff recommends that Council approve a motion adopting the FY2022 Budget.

Executive Summary

On March 24, 2021, the Proposed Budget for Fiscal Year 2022 was presented to Council by City Manager Nicole Ard. The proposed General Fund (GF) budget was balanced with revenue and expenditures of \$31.3 million.

The FY2022 Proposed Budget was prepared approximately one year after the COVID-19 national emergency unfolded. While there were major negative impacts in FY2021 activities and spending plans, staff re-evaluated possible COVID-19 in FY2022, and while somewhat optimistic about improved conditions, maintained a conservative approach in estimating revenue and expenditures. Council held several work sessions to review the proposed revenue and expenditures and the final Budget Work Session was held on May 26, 2021.

There are several noteworthy changes to the FY2022 Proposed Budget that should occur. First, revenue should increase by \$40,000 as a result of the M-NCPPC Grant amount in FY2022 increasing by \$10,000 to \$110,000 and the Youth Services Bureau grant increasing by \$30,000 to \$80,000. Additionally, there is a \$157,400 increase in expenditures resulting from an estimated \$200,000 increase in workers compensation (after the FY2022 Proposed Budget was presented to Council, staff learned of the pending increase in workers compensation in the coming year) and a \$42,600 decrease in benefits cost in the IT Department. To implement these changes, GF revenue would increase by \$40,000 –from \$31,310,000 to \$31,350,000 and expenditures would increase by \$157,400 to \$31,466,400. The \$116,400 difference would come from the fund balance reducing it from 17.8% to 17.4%.

Additionally, during the budget work sessions, several Councilmembers added various projects for further consideration. However, Council did not reach a consensus on which projects to add and therefore none are

included in the budget totals. No changes were made by City Council to the Cemetery, Special Projects, 2001 Bond, and Greenbelt West Funds or the Green Ridge House Fund.

The City Charter requires Council to adopt the budget by June 10th each year. This could be done with a simple motion to adopt the Fiscal Year 2022 Budget, which was the process the Council used in past years; along with the Mayor reading the summary list of the changes agreed upon. Both the City Charter and State law requires Council to adopt an Appropriation Ordinance which is a separate action on the June 7, 2021 City Council Agenda.

Summary List of Changes to General Fund

FY2022 Revenues				
Account		From	To	Change
443102	Increase Youth Services Bureau Grant in FY2022	\$50,000	\$80,000	\$30,000
443128	Increase M-NCPPC Grant in FY2022	<u>\$100,000</u>	<u>\$110,000</u>	<u>\$10,000</u>
Total FY2022 Revenue		\$31,310,000	\$31,350,000	\$40,000
FY 2022 Expenditures				
General Government				
Information Technology				
145-28	Reduce Employee Benefits - Pension	\$42,600	\$0	(\$42,600)
Total Information Technology		\$809,200	\$766,600	(\$42,600)
Total General Government		\$4,102,100	\$4,059,500	(\$42,600)
Non-Departmental				
Account	Description	From	To	Change
990-33	Increase Worker's Compensation based on latest information received from broker.	\$662,700	\$862,700	\$200,000
Total Non-Departmental		\$827,200	\$1,027,200	\$200,000
200	Planning & Development	\$1,011,900	\$1,011,900	\$0
300	Public Safety	\$10,507,200	\$10,507,200	\$0
400	Public Works	\$3,918,900	\$3,918,900	\$0
500	CARES	\$1,383,500	\$1,383,500	\$0
600	Recreation & Parks	\$6,428,200	\$6,428,200	\$0
900	Miscellaneous	\$435,000	\$435,000	\$0
999	Fund Transfers	\$2,695,000	\$2,695,000	\$0
Total General Fund		\$31,309,000	\$31,466,400	\$157,400
		\$31,309,000	\$31,466,400	\$157,400
Expenditures Under/(Over) Revenues		\$1,000	(\$116,400)	(\$117,400)

Fiscal Impact

This action adopts the FY 2022 Budget and establishes the City's spending plan for the fiscal year with revenues totaling \$31,350,000 and expenditures totaling \$31,466,400 and \$116,400 from the Fund Balance.

Reserves

The Fund Balance in the General Fund is projected to be \$5.4 million or 17.4% of expenditures after covering the \$116,400 shortfall. The City's current fund balance guideline is to maintain a minimum balance equal to 10% of GF expenditures. In past years, Council has read each of the changes and made motions to approve them at the departmental level. The practice is not required, and the Council took a different approach as it adopted the FY 2021 Budget. If the Council would like to return to its previous practice, specific changes as directed at the final budget work session of May 26, 2021 are listed below.

Overview of Changes			
General Fund	From	To	Change
Revenues	\$31,310,000	\$31,350,000	\$40,000
Expenditures	\$31,309,000	\$31,466,400	\$116,400



CITY OF GREENBELT

MEMORANDUM

DATE: June 4, 2021

TO: Greenbelt City Council

THRU: Nicole Ard, City Manager

FROM: Bertha A. Gaymon, City Treasurer

Re: FY2022 Potential Budget Adjustments – Updated as of June 4, 2021

Attached is the list of projects and related costs remaining under Council consideration. It is the same list presented at the May 26th Budget Work session totaling \$1,925,680. Since Council did not reach consensus, I am re-submitting for consideration at the upcoming June 7th Regular Meeting.

Also, for your information, several Councilmembers have since emailed a listing of items they would support and these proposals are attached including one from Mayor Collin Byrd, one from Councilmember Judith Davis and one from Councilmember Leta Mach.

Listing of Projects and Related Costs

Revenues

Item	Item Description	Fund	Estimated Amount
1.	Increase M-NCPPC Grant amount in FY2021 and FY2022	Recreation	\$10,000

Expenditures

Item	Item Description	Department	Estimated Amount
1.	Adjusted Pension Estimate in Information Technology.	IT Department	(\$42,600)
2.	Restore the Assistant Director of Community Development Position (12 months). Salary & Benefits @ \$151,014.	Planning	\$151,000
3.	Add two Code Enforcement Inspectors w/ required expenses (computer, etc.) Salary & Benefits @ \$149,000 and Other Expenses @ \$9,400.	Planning	\$158,400
4.	Add an intern to Assist the Economic Development Coordinator (for 12 weeks).	Economic Development	\$3,600
5.	Combine and convert the PT Volunteer Coordinator and PT Mobility manager (neither restored in FY2022) into	Social Services	\$77,700

	one FT Case Manager Position. Range of \$74,335 - \$77,707.		
6.	Add miscellaneous amount for additional awards.	Grants and Contributions	\$1,500
7.	Add additional funds to conduct the Greenbelt Armory Assessment (RFP already conducted).	Economic Development	\$120,000
8.	Add a second Greenbelt Connection driver Salary & Benefits \$48,000.	Public Works	\$48,000
9.	Restore an architectural and engineering study of office space (RFQ already conducted).	Public Works	\$60,000
10.	Expand the GAFC Restroom Tile Floor Pilot.	Public Works	\$4,500
11.	Fund design and construction of a Speed Hump @ Julian Ct /Lasner Lane (near stop sign).	Public Works	\$6,600
12.	Fund design and construction of a Speed Hump by Park Upper Ridge and Lasner Lane.	Public Works	\$6,500
13.	Fund an updated Buddy Attick Park Master Plan Process and Study.	PRAB	\$30,000
14.	Add a Software Program to Manage Animal Shelter CERT Volunteer Hours @ \$100 per month.	Police/CERT	\$1,200
15.	Design and construct a restroom at the Animal Shelter.	Police Animal Control	\$25,000
16.	Add additional Staff to assist CARES with mental health issues, in addition to the prior mid-year budget inclusion of an additional crisis counselor and conversion of two part-time into one full-time counselor to supplement existing contract and City and County staff crisis counselors that work with police. Each counselor estimated @ \$75,000. Assumes 2 new positions.	Police	\$150,000
17.	Double Police incentive to live in Greenbelt from \$115.38 to \$230.76 - assumes 15 officers @ \$89,996 and Double Housing Allowance for all staff from \$2000 to \$4000 - assumes 6 staff members @ cost \$24,000 .	Police	\$114,000
18.	Add one additional FT Animal Control Officer Salary & Benefits @ \$65,280.	Police/Animal Control	\$65,280
19.	Increase Worker's Compensation based on latest information received by broker.	Non-Dept. Budget	\$200,000
20.	Hire contractor or consultant to identify new grant funding and to facilitate grant applications / reporting requirements.	Economic Dev	\$20,000
21.	Fund Urn Wall.	Public Works	\$75,000
22.	Fund college scholarships.	CARES	\$150,000
23.	Fund student loan debt relief grant.	CARES	\$200,000
24.	Fund summer youth enrichment program.	CARES	\$40,000
25.	Hire Race and Gender Equity Director.	CARES	\$120,000
26.	Expand tutoring through grants.	CARES	\$50,000
27.	Establish pitch Greenbelt business plan competition.	CARES	\$90,000
		Total	\$1,925,680

Proposal
From
Mayor Collin Byrd

- Budget amendments supported by Mayor Byrd as of June 1st, 2021 -- corrected
 - Expenses
 - \$200,000
 - Workers compensation
 - \$120,000
 - Director of equity, diversity, and inclusion
 - \$60,000
 - Space study
 - \$19,400
 - Grant position
 - \$4,500
 - GAFC restroom tile floor (if applicable)
 - \$3,600
 - Intern for economic development
 - \$1,200
 - Animal control software
 - Total expenditures in proposed budget amendments
 - \$408,700
 - Total FY2022 expenditures
 - \$31,717,700
 - Revenues
 - \$366,100
 - Unassigned fund balance
 - \$42,600
 - Adjusted pension IT estimate
 - \$10,000
 - M-NCPPC increase
 - Remaining fund balance
 - \$5,971,943
 - Remaining unassigned fund balance
 - \$5,221,943
 - 16.5% of total proposed FY2022 expenditures

Proposal
From
Councilmember Davis

J'S BUDGET PROPOSAL

Revenue:

\$236,628	.756% of Unassigned Fund Balance (leaving 17.044%)
42,600	Adjusted pension IT estimate
10,000	M-NCPPC increase
\$289,228	

Additional expenses:

\$200,000	Workers Compensation
60,000	Space Study
3,600	Intern for Econ. Dir.
4,500	AFC rest room tile
1,200.	CERT software
20,000	Grant position to be contracted
\$289,300	

Proposal
From
Councilmember Mach

Bertha Gaymon

From: Leta Mach
Sent: Tuesday, June 1, 2021 3:08 PM
To: Colin A. Byrd; Council
Cc: Nicole Ard; Bertha Gaymon
Subject: Re: Proposed budget amendments -- 6/1/2021

Interesting.

However, I don't know where the money comes from to do all these things.

As I said before all I can support is using \$4,500 from the MNCPPC grant to do the Aquatic and Fitness Center new tile floor.

The other items might be items to fund as suggested by Davenport. We might also be able to fund them with American Rescue Funds.

Leta

From: Colin A. Byrd
Sent: Tuesday, June 1, 2021 9:36 AM
To: Council
Cc: Nicole Ard; Bertha Gaymon
Subject: Proposed budget amendments -- 6/1/2021

Colleagues:

This is just a friendly heads up that I've attached the budget amendments that I plan to support as part of the city's FY2022 budget.

Warm regards,

Colin Byrd
Mayor
City of Greenbelt

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: LEGISLATION

Agenda Section: LEGISLATION

Subject:

An Ordinance to Adopt the General Fund, Building Capital Reserve Fund, Cemetery Fund, Debt Service Fund, Replacement Fund, Special Projects Fund, Green Ridge House Fund, Capital Projects Fund, Community Development Block Grant Fund and Greenbelt West Infrastructure Fund Budgets for the City of Greenbelt, Maryland, to Appropriate Funds and Establish Real Estate and Personal Property Tax Rates for the Fiscal Year 2022 Beginning July 1, 2021 and Including June 30, 2022

- 1st Reading, Suspension of the Rules
- 2nd Reading, Adoption

Suggested Action:

Reference: Ordinance

Section 51 of the City Charter states that "immediately upon adoption of the budget, the city council shall adopt an ordinance appropriating funds for the ensuing fiscal year. Funds shall be appropriated to each of the various departments, offices, agencies or functions in accordance with the adopted budget. The appropriation ordinance shall also include a summary of estimated income for the ensuing fiscal year in accordance with the adopted budget and shall levy all property and other taxes required to realize the income estimated."

Having amended the City Manager's proposed budget, Council now must introduce an ordinance to adopt the budget, appropriate funds, and establish tax rates for real and personal property for FY 2022. All funds have been incorporated into one ordinance.

It is recommended that Council introduce the ordinance, suspend the rules, and adopt the ordinance at this meeting.

Note: Per Council's Standing Rules, six (6) votes in the affirmative are needed in order to suspend the rules.

Attachments:

[Ordinance.pdf](#)

Introduced:
1st Reading:
Passed:
Posted:
Effective:

ORDINANCE NUMBER XXXX

AN ORDINANCE TO ADOPT THE GENERAL FUND, BUILDING CAPITAL RESERVE FUND, CEMETERY FUND, DEBT SERVICE FUND, REPLACEMENT FUND, SPECIAL PROJECTS FUND, GREEN RIDGE HOUSE FUND, CAPITAL PROJECTS FUND, COMMUNITY DEVELOPMENT BLOCK GRANT FUND, AND GREENBELT WEST INFRASTRUCTURE FUND BUDGETS FOR THE CITY OF GREENBELT, MARYLAND, TO APPROPRIATE FUNDS AND ESTABLISH REAL ESTATE AND PERSONAL PROPERTY TAX RATES FOR THE FISCAL YEAR 2022, BEGINNING JULY 1, 2021, AND INCLUDING JUNE 30, 2022

BE IT ORDAINED by the Council of the City of Greenbelt, Maryland:

SECT. I. That the following budgets, as revised and approved by Council for the General Fund, Building Capital Reserve Fund, Cemetery Fund, Debt Service Fund, Replacement Fund, Special Projects Fund, Green Ridge House Fund, Capital Projects Fund, Community Development Block Grant Fund, and Greenbelt West Infrastructure Fund Budgets be and the same are hereby adopted at the fund level for the City of Greenbelt, Maryland, for the fiscal year 2021, beginning July 1, 2021, and including June 30, 2022.

SECT. II. GENERAL FUND

A. That the following amounts shall be and hereby are appropriated for the expenditures designated for the fiscal year beginning July 1, 2021, and including June 30, 2022, for the General Fund:

<u>Account #</u>	<u>Activity Title</u>	<u>Approved Budget and Appropriation</u>
100	General Government	\$4,059,500
200	Planning and Community Development	\$1,011,900
300	Public Safety	\$10,507,200
400	Public Works	\$3,918,900
500	Cares	\$1,383,500
600	Recreation and Parks	\$6,428,200
900	Miscellaneous	\$435,000
990	Non-departmental	\$1,027,200
999	Fund Transfers	<u>\$2,695,000</u>
	TOTAL GENERAL FUND	
	APPROPRIATIONS	\$31,466,400

- B. That the following revenues are, in the considered judgment of the City Council, a fair appraisal and estimate of the revenues available to finance this budget and these appropriations for the fiscal year beginning July 1, 2021, and including June 30, 2022:

<u>Account #</u>	<u>Source</u>	<u>Estimated Revenues</u>
400	Real Estate Taxes	\$20,318,200
410	Personal Property Taxes	1,848,700
420	Other Local Taxes	3,978,000
430	Licenses and Permits	1,302,000
440	Revenue from Other Agencies	1,169,300
450	Service Charges	1,833,900
460	Fines and Forfeitures	569,000
470	Interest	50,000
480	Miscellaneous Revenue	248,900
490	Interfund Transfers	<u>32,000</u>
TOTAL GENERAL FUND REVENUES		<u>\$31,350,000</u>

SECT. III. BUILDING CAPITAL RESERVE FUND

- A. That the following amount shall be and hereby is appropriated for expenditures herein shown for the fiscal year beginning July 1, 2021, and including June 30, 2022, for the Building Capital Reserve Fund:

	<u>Approved Budget and Appropriation</u>
Transfer to the General Fund	\$0

- B. That the following funds and receipts are, in the considered judgment of the City Council, a fair appraisal and estimate of the resources available to finance this budget and these appropriations for the fiscal year beginning July 1, 2021, and including June 30, 2022:

Fund balance as of July 1, 2021	\$636,604
Interest	<u>1,000</u>
TOTAL FUNDS AVAILABLE	\$637,604

SECT. IV. CEMETERY FUND

- A. That the following amount shall be and hereby is appropriated for expenditures herein shown for the fiscal year beginning July 1, 2021, and including June 30, 2022, for the Cemetery Fund:

**Approved Budget
and Appropriation**

For transfer to General Fund for the payment of maintenance costs	\$0
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- B. That the following funds and receipts are, in the considered judgment of the City Council, a fair appraisal and estimate of the resources available to finance this budget and these appropriations for the fiscal year beginning July 1, 2021, and including June 30, 2022:

Fund balance as of July 1, 2021	\$92,048
Interest	100
Service fees	<u>600</u>

TOTAL FUNDS AVAILABLE	\$92,748
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SECT. V. DEBT SERVICE FUND

- A. That the following amount shall be and hereby is appropriated for expenditures herein shown for the fiscal year beginning July 1, 2021, and including June 30, 2022, for the Debt Service Fund:

**Approved Budget
and Appropriation**

For payment of the City's general obligation and special assessment debt and miscellaneous associated charges	\$1,052,400
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- B. That the following funds and receipts are, in the considered judgment of the City Council, a fair appraisal and estimate of the resources available to finance this budget and these appropriations for the fiscal year beginning July 1, 2021, and including June 30, 2022:

**Approved Budget
and Appropriation**

Fund balance as of July 1, 2021	\$97,907
Interest on investments	500
Fund transfer	<u>1,010,000</u>
TOTAL FUNDS AVAILABLE	\$1,108,407

SECT. VI. REPLACEMENT FUND

- A. That the following amount shall be and hereby is appropriated for expenditures herein shown for the fiscal year beginning July 1, 2021, and including June 30, 2022, for the Replacement Fund:

	<u>Approved Budget and Appropriation</u>
For the purchase of new equipment using established replacement reserves for the replacement of equipment	\$448,800

- B. That the following funds and receipts are, in the considered judgment of the City Council, a fair appraisal and estimate of the resources available to finance this budget and these appropriations for the fiscal year beginning July 1, 2021, and including June 30, 2022:

	<u>Approved Budget and Appropriation</u>
Replacement reserves as of July 1, 2021	\$754,697
Funds appropriated in the General Fund for transfer to Replacement Fund reserves for equipment	0
Insurance proceeds	10,000
Interest	<u>400</u>
TOTAL FUNDS AVAILABLE	\$768,697

SECT. VII. SPECIAL PROJECTS FUND

- A. That the following amount shall be and hereby is appropriated for expenditures herein shown for the fiscal year beginning July 1, 2021, and including June 30, 2022, for the Special Projects Fund:

	<u>Approved Budget and Appropriation</u>
For the purchase of products, goods, and services, using funds set aside for specific purposes	\$922,000

- B. That the following funds are, in the considered judgment of the City Council, a fair appraisal and estimate of the resources available to finance this budget and these appropriations for the fiscal year beginning July 1, 2021, and including June 30, 2022:

**Approved Budget
and Appropriation**

Special Projects reserves as of July 1, 2021	\$1,092,583
Interest on investments	1,200
Cable television franchise fees	231,000
Public Safety Grants and Fines	100,500
Transfers from General Fund	<u>30,000</u>
TOTAL FUNDS AVAILABLE	\$1,455,283

SECT. VIII. GREEN RIDGE HOUSE FUND

That the following amount shall be and hereby is approved for expenditures herein shown for the fiscal year beginning July 1, 2021, and including June 30, 2022, for the Green Ridge House Budget:

**Approved Budget
and Appropriation**

For the operation of Green Ridge House:	
* Total Revenues	\$1,504,500
* Total Expenditures	1,569,000
* Total Capital Expenditures	\$152,900

SECT. IX. CAPITAL PROJECTS FUND

- A. That the following amount shall be and hereby is appropriated for expenditures herein shown for the fiscal year beginning July 1, 2021, and including June 30, 2022, for the Capital Projects Fund:

**Approved Budget
and Appropriation**

Transfer to the General Fund	\$0
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- B. That the following funds and receipts are, in the considered judgment of the City Council, a fair appraisal and estimate of the resources available to finance this budget and these appropriations for the fiscal year beginning July 1, 2021, and including June 30, 2022:

**Approved Budget
and Appropriation**

Fund balance as of July 1, 2021	\$970,870
State and county grants	592,500
Interest and other miscellaneous revenue	76,100
TOTAL FUNDS AVAILABLE	\$1,639,470

SECT. X. COMMUNITY DEVELOPMENT BLOCK GRANT FUND

- A. That the following amounts shall be and hereby are appropriated for expenditures herein shown for the fiscal year beginning July 1, 2021, and including June 30, 2022, for the Community Development Block Grant Fund:

**Approved Budget
and Appropriation**

For public infrastructure and human service projects **\$154,600**

- B. That the following funds and receipts are, in the considered judgment of the City Council, a fair appraisal and estimate of the resources available to finance this budget and these appropriations for the fiscal year beginning July 1, 2021, and including June 30, 2022:

**Approved Budget
and Appropriation**

Federal grants \$194,000
TOTAL FUNDS AVAILABLE \$194,000

SECT. XI. GREENBELT WEST INFRASTRUCTURE FUND

- A. That the following amounts shall be and hereby are appropriated for expenditures herein shown for the fiscal year beginning July 1, 2021, and including June 30, 2022, for the Greenbelt West Infrastructure Fund:

**Approved Budget
and Appropriation**

For projects **\$2,056,500**

- B. That the following funds and receipts are, in the considered judgment of the City Council, a fair appraisal and estimate of the resources available to finance this budget and these appropriations for the fiscal year beginning July 1, 2021, and including June 30, 2022:

**Approved Budget
and Appropriation**

Fund balance as of July 1, 2021 \$2,741,828
State Bond Bill 325,000
Interest 2,400
TOTAL FUNDS AVAILABLE \$3,069,228

SECT. XII. RATE OF TAXATION ON REAL PROPERTY

That the rate of taxation on real property to be taxed within the boundaries of the City of Greenbelt, Maryland, be and hereby is established as

EIGHTY-TWO AND SEVENTY-FIVE HUNDRETHS CENTS (\$0.8275)

on each one hundred dollar (\$100.00) of assessed valuation for the fiscal year beginning July 1, 2021, and including June 30, 2022.

SECT. XIII. RATE OF TAXATION ON PERSONAL PROPERTY

That the rate of taxation for the fiscal year beginning July 1, 2021, and including June 30, 2022, on any personal property to be taxed by the City of Greenbelt, Maryland, shall be and hereby is established as

**ONE DOLLAR AND SEVENTY-TWO AND TWENTY-FIVE HUNDRETHS CENTS
(\$1.7225)**

on each one hundred dollars (\$100.00) of assessed valuation, unless otherwise provided for by Article 81 of the Annotated Code of Maryland or by ordinance of the Greenbelt City Council.

BE IT FURTHER ORDAINED that this ordinance shall become effective July 1, 2021.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of June 7, 2021.

Colin Byrd, Mayor

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Air Conditioning in Rental Properties

Suggested Action:

Mayor Byrd requested this item be added to the agenda.

The motion would be to have the City Solicitor draft an ordinance that would require landlords to supply and maintain air conditioning service at 80 degrees or less from April 1st to September 30th of each year.

Attachments:

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Hire a Parliamentarian

Suggested Action:

Councilmember Roberts has requested that a Parliamentarian be hired to staff each City Council meeting. Staff has identified a professional organization with the attached link of Maryland area parliamentarians. <https://www.parliamentarians.org/>.

In response to Councilmember Mach's request to learn more about cost, attached are proposals from members of the Maryland Area parliamentarians organization.

Attachments:

[Mona Calhoun Proposal](#)

[Michael L. Swift letter service GBCC.pdf](#)

[John Tatum ParliResume II.pdf](#)

[John Tatum Proposal.pdf](#)



Mona Calhoun, PRP

May 28, 2021

City Council of Greenbelt
City of Greenbelt
25 Crescent Road
Greenbelt, MD 20770

This proposal is in response to a request received via email from Ms. Shaniya Lashley-Mullen, CMC on behalf of Ms. Bonita Anderson, City Clerk and the City Council to serve as the parliamentarian for the City Council of Greenbelt bi-monthly meetings on the second and fourth Mondays and monthly meetings in July, August, and September.

The following are known requirements for this service:

1. Review of Council rules prior to the start of service. Client agrees to provide the Consultant with all rules, policies, and documents to effectively perform the service.
2. Consultant will use Robert's Rules of Order Newly Revised, 12th edition as the parliamentary reference unless client provides a different parliamentary authority.
3. Phone or virtual consultations with the chair, City Clerk or council members prior to or following meetings as needed.
4. Additional parliamentary services and fees may be provided upon request.
5. References provided upon request.

Cost of serving as a parliamentarian is \$125 per hour. Consultations via phone or virtual consultations will be charged at \$50 per hour for any sessions that go longer than 30 minutes. Any additional services will be quoted based on the scope.

Thank you for the opportunity to provide a proposal for parliamentary service.

Mona Calhoun
Professional Registered Parliamentarian

Michael L. Swift

Professional Registered Parliamentarian
Certified Professional Parliamentarian - Teacher

Monday, May 24, 2021

Shaniya Lashley-Mullen
Administrative Assistant
City of Greenbelt
25 Crescent Road
Greenbelt, MD 20770

Dear Shaniya Lashley-Mullen:

Thank you for considering me as the parliamentarian for the Greenbelt City Council, and thank you for the opportunity to offer this proposal. At this time I am available for the regular meetings on the 2nd and 4th Mondays of the month. On page 2 is my curriculum vitae and services I offer, on page 3 is a list of some of my clients, and on page 4 is my schedule of fees.

I am available for an interview with Mayor Byrd, the City Council, and/or members of the administration. Please let me know their preference.

If you have any questions about my services, or the procedure, or wish to arrange a schedule telephone or e-mail me.

Sincerely yours,

Michael Leo Swift

Michael L. Swift PRP, CPP-T

Michael L. Swift

Professional Registered Parliamentarian
Certified Professional Parliamentarian - Teacher

Curriculum Vitae

I have been a parliamentarian for over twenty years and have obtained the combined designations of Professional Registered Parliamentarian (PRP) with the National Association of Parliamentarians (NAP) and Certified Professional Parliamentarian–Teacher (CPP–T) with the American Institute of Parliamentarians.

I have served as a parliamentarian, a presiding officer, a secretary, an instructor, and an expert witness. I have also written and revised bylaws, written parliamentary opinions, and judged parliamentary competitions. I have performed these services for parliamentarians, professionals, veterans, avocations, schools, condominiums, local governments, government agencies and local communities.

As a professional parliamentarian I serve as

- a meeting, convention, and board parliamentarian
- a floor parliamentarian,
- a professional presider at meetings,
- a judge of parliamentary competitions,
- an expert witness, and
- a consultant for officers, directors, and members;

and, I

- write professional opinions on parliamentary procedure,
- write, and revise bylaws, and related governing documents, and
- present customized workshops and training sessions on parliamentary procedure and rules of order.

Michael L. Swift
Professional Registered Parliamentarian
Certified Professional Parliamentarian - Teacher

The following are some of the clients I served professionally as a parliamentarian:

Academy of Orton Gillingham Practitioners & Educators	Locust Point Civic Association
Alpha Kappa Alpha Sorority	Maryland Board of Physicians
American Association of Blood Banks	Maryland Classified Employees Association
American Association of State Service Commissions	Maryland Department of Health and Mental Hygiene
American Association of Veterinary State Boards	Maryland Municipal Clerks Association
American Physical Therapy Association of Maryland	Maryland Nurses Association
Pain Management Nursing	Maryland Parent Teachers Association
American Society of Professional Estimators	Maryland Veterans Commission
American Society of Safety Engineers	Mid Atlantic Graphics Association
Associates of Vietnam Veterans of America	Miller's Island Edgemoore Business Association
Association of Medical Illustrators	Mount Royal Improvement Association
Association of Social Work Boards	National Association of Insurance Women
Baltimore City Council	National Council for the Social Studies
Baltimore City Department of Parks & Recreation	National Association of Social Workers
Baltimore City Medical Society Foundation	North Point Peninsula Community Coordinating Council
Baltimore Veterans Association	Nurse Practitioner Association of Maryland
American Polish Lowland Sheepdog Club	Oheb Shalom Congregation
American Society of	Pennsylvania Association of Cancer Registrars
Black Affairs Advisory Council	Pleasant Prospect Homeowners Association
Border Terrier Club of America	Printing and Graphics Association Mid Atlantic
Cecil County Council	Saint Elizabeth's School
City County Federal Credit Union	Share Torah
Congress of Chiropractic State Associations	Sherwood Forest Club
Connecticut Occupational Therapy Association	Society for Vascular Surgery
Construction Specification Institute	Society of American Archivists
Council for Exceptional Children	Stillmeadow Evangelical Free Church
Dover City Council	Technology Student Association
Fair Prospect Condominium Association	Towson University
Federal Bar Association	Train Collectors Association
Future Business Leaders of America	Tuscany Canterbury Neighborhood Association
General Society of Mayflower Descendants	University of Delaware
Hartford County Regional Association of Student Councils	Vietnam Veterans of America
International Institute of Municipal Clerks	Violetville Community Association
Junior League of Annapolis	Wilmington City Council
	Winthrop House Condominium
	Zeta Phi Beta Sorority

Michael L. Swift

Professional Registered Parliamentarian
Certified Professional Parliamentarian - Teacher

Schedule of Fees

1. Meetings \$150.00 per hour
2. Conventions at which I am available upon arrival for plenary meetings,
committee meetings, consultation, etc., at all hours \$1500.00 per day
3. Consulting, conferring with officers in person, by phone, email, or Internet,
private lessons, group workshops, etc. \$150.00 per hour
4. Preparation of Formal Opinions in response to Questions.. \$150.00 per hour
5. Preparation for meetings; study, drafting, and/or review of bylaws or other
rules; research on specific problems; etc. \$150.00 per hour
6. Presiding Professionally \$200.00 per hour
subject to minimum of \$600.00 per meeting
7. Telephone or Email Questions & Inquiries (relatively brief) No Charge
8. Expenses (Lodging, meals, travel, as appropriate):
Out of pocket expensesat cost
Mileage, Personal Vehicle..... \$0.60 per mile

Resume of John Tatum

Professional Registered Parliamentarian

Mr. Tatum's study of parliamentary procedure began in 1992. From 1994, to the present, Mr. Tatum has been a member in of the two main organizations that devote themselves entirely to education and service in *Robert's Rules of Order*, Parliamentary Procedure, and Parliamentary Law; the American Institute of Parliamentarians and the National Association of Parliamentarians. In the American Institute of Parliamentarians, known as the "AIP", Mr. Tatum has served seven (7), consecutive one-year terms as president, of the local District of Columbia chapter, and is the current president. In the National Association of Parliamentarians, known as the NAP, Mr. Tatum is currently a member in good standing of the DC Registered Parliamentarians Unit. In the Maryland Association of Parliamentarians, Mr. Tatum served on the education committee, which was chaired by none other than, Henry M. Robert III, grandson of the author of *Robert's Rules of Order*. From 1995 to 2009, Mr. Tatum earned 15 CUE's in Parliamentary Procedure at the Marshall-Wythe Law School of William and Mary College, in Williamsburg, Virginia. In 2000, Mr. Tatum achieved the status of "Professional Registered Parliamentarian", which is the highest credential in the National Association of Parliamentarians.

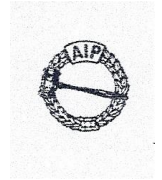
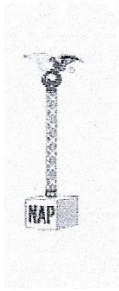
Mr. Tatum has served as parliamentarian for the following organizations:

- ✓ Washington Teachers Union, Washington, DC
- ✓ MD. State P.T.A. Board, Glen Burnie, MD.
- ✓ All Souls Unitarian Church, Washington, DC
- ✓ Advisory Neighborhood Commissions, Washington, DC
- ✓ The Carrollsburg Condominium Association, Washington, DC
- ✓ The Ward 5 Democrats, Washington, DC
- ✓ The D.C. Democratic State Committee, Washington, DC
- ✓ The American Minority Health & Tissue Transplant Association, USA
- ✓ The Associates for Viet Nam Veterans of America, Jacksonville, USA
- ✓ The Westlake at Lake Arbor Homeowner's Association, Largo, MD.
- ✓ The MD. Board of Occupational Therapy, Baltimore, MD.
- ✓ The MD. Board of Examiners in Optometry, Baltimore, MD.
- ✓ National Cancer Registrars Association, Alexandria, VA
- ✓ The Little Theater of Alexandria, Alexandria, VA (Current)
- ✓ WPFW (89.3) Radio Station Board, Washington, DC (Current)
- ✓ Pacifica Radio National Board, Berkley, CA. (Current)
- ✓ Marymount University Faculty Council, Arlington, VA. (Current)
- ✓ Maryland Swimming Club, Inc. House of Delegates, Frederick, MD. (Current)

Mr. Tatum has assisted with amending or revising the bylaws of many organizations, judged parliamentary procedure contests for youth, and has assisted with the elections of many of the organizations listed above. Mr. Tatum has also conducted many presentations and workshops on meeting procedure for boards, committees, and conventions in-person and by way of Zoom.



John Tatum, PRP
Professional Registered Parliamentarian
Member of
National Association of Parliamentarians
American Institute of Parliamentarians



Invoice:

Attention:	Shaniya Lashley-Mullen	Name:	John Tatum, PRP
Title:	CMC	Title:	Parliamentarian
Company Name:	City of Greenbelt	Address:	[REDACTED]
Address:	25 Crescent Road	City, State Zip Code:	[REDACTED]
City, State Zip Code:	Greenbelt, MD 20714	Phone:	[REDACTED]
		S.S.N.	[REDACTED]
Today's Date:	5/22/2021	Email:	[REDACTED]

Description of Services as a Parliamentarian

\$225.00 per Meeting

Serve as General Advisor and Consultant to the City Council of Greenbelt and Serve specifically as Parliamentarian to the Chairman of the Council at Council Meetings including Special Meetings. Provide general consulting to all officers, and committees, on matters of Robert's Rules of Order Revised, and Parliamentary Law and Procedure. Be available throughout the term to assist with questions that may arise in interpreting, the State Constitution, Bylaws,

and other rules (Open Meetings, Standing Rules, and Special Rules of Order.) Additional charges to prepare formal written documents such as Scripts, Minutes, Opinions, and Agendas. additional charges to prepare and present Workshops and Classes on Robert's Rules of Order and/or Parliamentary Law & Procedure.

Signed and Date

John Tatum, PRP MAY 22, 2021

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Fourth of July Celebration

Suggested Action:

Mayor Byrd requested this item be added to the agenda. The motion is to approve the return of the city's annual fireworks celebration for July 4th, 2021.

City staff has had a vendor on hold. The City has asked for County guidance on County health guidance. Staff recognizes such guidance along with security considerations may change before the event date. The City staff applied for County permit.

Attachments:

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: ORGANIZATION

Agenda Section: OTHER BUSINESS

Subject:

Lifting of Prince George's County COVID-19 restrictions/In-person Council meetings

Suggested Action:

Mayor Pro Tem Jordan requested this item be added to the agenda.

Attachments:

City Council Agenda Item Report

Meeting Date: June 7, 2021

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: MEETINGS

Subject:

Meetings

Suggested Action:

Attachments:

[meetings.pdf](#)

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

6/4/2021 3:48 PM



City Council Meetings & Work Sessions June – July

Regular Meeting – Budget Adoption (Rescheduled from June 14 th to adopt budget before June 10 th), (Virtual)	Mon.	06/07	8:00 pm
Virtual Business Coffee	Tues.	06/08	10:00 am
Work Session – No Meeting	Wed.	06/09	
Regular Meeting, (Virtual)	Mon.	06/14	8:00 pm
Work Session – Local Economy Recovery, (Virtual)	Wed.	06/16	8:00 pm
Special Meeting/Closed Session – Police Chief, Command Staff, and FOP Representative to discuss the current state of the Police Department, (Virtual)	Mon.	06/21	8:00 pm
Work Session – Beltway Plaza Detailed Site Plan, (Virtual), (tentative)	Wed.	06/23	8:00 pm
MML Annual Conference – Ocean City / No Meetings	Sun. – Wed.	06/27 – 06/30	
No Meeting – July 4 th	Mon.	07/05	
Work Session – Greenbelt Museum, (Virtual)	Wed.	07/07	8:00 pm
Regular Meeting	Mon.	07/12	8:00 pm
Work Session – PSAC Report (Reform of Police Procedures for the Greenbelt Police Department) (tentative), (Virtual)	Wed.	07/14	8:00 pm
Work Session – GEAC (stakeholder), (Virtual)	Mon.	07/19	8:00 pm
Work Session – GHI (stakeholder), (Virtual)	Wed.	07/21	8:00 pm
Work Session – City Manager Quarterly Update, (Virtual), (tentative)	Mon.	07/26	8:00 pm
Closed Session – Pending Personnel and Legal Issues, (Virtual), (tentative)	Mon.	07/26	Following CM WS
Work Session – TBD, (Virtual)	Wed.	07/28	8:00 pm

- Councilmembers will present reports on conferences, meetings and events as the last item of business at Monday Work Sessions.

This schedule is subject to change. For confirmation, call 301-474-8000. Regular and Special meetings and Work Sessions are open to the public. If special accommodations are required for any disabled person, please call 301-474-8000 or 301-474-3870 no later than 10 a.m. on the meeting day. Deaf individuals are advised to use Video Relay Services (VRS) at 711 or e-mail banderson@greenbeltmd.gov to reach the City Clerk.

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. Unless otherwise noted, Council meetings will be virtually by zoom. Zoom meeting information for public participation is posted on the City's website at www.greenbeltmd.gov on the meetings calendar.

Bonita Anderson, City Clerk

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

fax (301) 441-8248
www.greenbeltmd.gov

MD RELAY 711

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

6/4/2021 3:48 PM

Ready to be scheduled:

Closed Session (*Cable Ordinance*)
MARC Train Service/ MDOT
Arts & Entertainment District
Potential Bond Referendum/Capital Financing
Parke Crescent Apartment Complex
Bernard Penney (*Memorial Donation in honor of Leonie Penney*)
Cemetery Plans
City Contracting Policy
DPW&T (*Bikeshare Program*)
BARC
Hotels
Pepco
WSSC
Council Vacancies Proposed Legislation
Public Forum to include Greenbriar Park transfer into the Forest Preserve / Food Trucks (*schedule for July*)
Financial Policies
American Relief Plan Act Funds
Celebration of Centenarians
FPAB Report (Interim Piloting of Trail Management Activities in the Greenbelt City Forest Preserve)
ERB Report (Collective Bargaining for Non-Managerial Employees) (*waiting for CRAB Report*)
PSAC Report (Reform of Police Procedures for the Greenbelt Police Department)
BoE Reports (Procedures to Fill Council Vacancies) & (Proposal for Voting by Resident Non-Citizens)

No Meeting – (*November 17th, NLC City Summit, Salt Lake City, UT*)

For later scheduling:

Zoning Enforcement
Parkway Apartment Owners/GHI (*parking*)
Northway Fields Master Plan
City Manager Updates (Jan, Pre-budget; July & Sept/Oct)
Meeting with County on Transportation Plan
Department of Permitting, Inspections & Enforcement (DPIE)
Museum Plan
Term Limits legislation (*referral submitted to CRAB*)

Annual														
Advisory Group Chairs	3/16	2/17	7/18	7/19	6/20	6/21								
Franklin Park at Greenbelt Station Mgmt.	8/16	11/17	12/18	12/19	12/20									
Greenbelt East Advisory Coalition	3/16	7/17	3/19	6/20										
Greenbelt Homes, Inc.	6/16	7/17	7/18	7/19	10/20									
Greenbelt Station	8/19	12/19	8/20											
County Executive/ County Council	12/13	9/16	1/19	8/20	11/20									
Biennial														
Roosevelt Center Merchants	11/16	1/18	1/20											
Beltsville Ag. Research Center/ NPS Greenbelt Park	03/14	7/16	8/18											
	7/15	1/18	1/20											
Beltway Plaza	9/14	3/17	9/20											
Greenbelt Community Garden Club	3/21													
Greenway Center	7/14	12/16	2/19	12/20										
Civic Associations	8/14	2/18	8/20											
NASA/GSFC	3/15	3/17	9/19	12/20										
PG Co. Economic Development Corp.	8/14	4/17	7/19											
School Board	2/16	5/17	10/18	3/19	9/20									
State Highway Administration	6/15	10/17	11/20											
Every Three Years														
Apartments	2/18	4/21												
Religious/Spiritual Organizations	3/13	6/15	6/19											
Greenbelt Watershed Groups	8/14	10/16	10/19											
Hotels														
University of Maryland	3/13	4/15												
Every Three Years or Major Issue														
Comcast	9/13	11/17	3/21											
Verizon	2/20													
PEPCO	9/14	1/17												
WSSC	12/12	9/16												
WGL	12/17													
Capital Office Park	12/12	1/16	9/19											
Other Business Parks:														
Maryland Trade Center														
Golden Triangle														
Hanover Parkway														
Belle Point														
Edmonston Road														

WMATA/PGDPW&T (Semi-Annual)	11/16	9/17	11/18	1/20										
Other/As Needed														
M-NCPPC/Planning Board (Major Issue)	6/06	7/14	10/19											
Business Coffee (Every Four Months)	10/17	2/18	8/18	11/18	2/19	5/19	8/19	12/19	3/20	8/20	11/20	2/21		
State's Attorney (4 years)	2/11	4/15	9/19											
Roosevelt Center Owner	9/15	8/20												

(Rev. June 3, 2021)