

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
June 5, 2017 - 8:00 p.m.

I. ORGANIZATION

1. [Call to Order](#)
2. [Roll Call](#)
3. [Meditation and Pledge of Allegiance to the Flag](#)
4. [Consent Agenda ? Approval of Staff Recommendations \(Items on the Consent Agenda \[marked by *\] will be approved as recommended by staff, subject to removal from the Consent Agenda by Council.\)](#)
5. [Approval of Agenda and Additions](#)

II. COMMUNICATIONS

6. [Presentations](#)

[Small Cities Month - The National League of Cities \(NLC\) has declared June as Small Cities Month. Councilmembers Silke I. Pope and Edward V. J. Putens, members of the Small Cities Steering Committee, will accept the proclamation. \(CM\)](#)

[Small Cities Month Proclamation](#)

Chesapeake Bay Awareness Week - The State of Maryland, along with Pennsylvania and Virginia, has designated the second week of June as Chesapeake Bay Awareness Week. Connor Roessler, Chesapeake Conservation Corps Member with the City's Department of Public Works, will accept the proclamation. (CM).

Chesapeake Bay Awareness Week Proclamation

Oath of Office - New Greenbelt Police Officer - Acting Chief Tom Kemp will introduce Greenbelt's newest police officer, Yomayra Ramirez. Ms. Ramirez is a transfer police officer from the Town of Berwyn Heights. The oath of office will be administered by the Mayor. (CM).

Oath of Office

7. Petitions and Requests (Petitions received at the meeting will not be acted upon by the City Council at this meeting unless Council waives its Standing Rules.) - Lore Rosenthal will be present to request Council support of a Small Donor Election Fund for Prince George's County. (CM).

Request to Support Prince George's Small Donor Fund

Lore Rosenthal

8. Minutes of Council Meetings

- * Work Session, March 22, 2017

Work Session, March 22, 2017

- * Regular Meeting, April 24, 2017

- * Work Session, May 1, 2017

Work Session, May 1, 2017

* Work Session, May 3, 2017

[Work Session, May 3, 2017](#)

* Interview, May 22, 2017

[Interview, May 22, 2017](#)

9. [Administrative Reports](#)

* 10. Committee Reports

III. LEGISLATION

11. [Adoption of the Budget](#)

[Reference: Memo, N. Ard, D. Moran and J. Williams, 4/30/2017](#)
[The City Council has nearly completed its budget process which began when the proposed fiscal year 2018 budget was presented to Council on March 27. Since then, Council has held eight public work sessions to consider the budget. On April 24, 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 17. Council held a second public hearing on May 22 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 27. In past years, Council has read each of the changes and made motions to approve them at the departmental level but this practice is not required. A motion to adopt the Fiscal Year 2018 Budget is sufficient. Once this motion is approved, Council can proceed to the next item of business, the ordinance to appropriate the funds included in the budget. If Council chooses to continue with the practice of approving changes at](#)

the departmental level, the changes are detailed in the referenced memorandum. (CM)

Memo, N. Ard, D. Moran and J. Williams, 4-30-2017

12. 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, 2001 Bond Fund, Community Development Block Grant Fund and Greenbelt West Infrastructure Fund for the City of Greenbelt, Maryland, to Appropriate Funds and Establish Real Estate and Personal Property Tax Rates for the Fiscal Year 2018 Beginning July 1, 2017 and Including June 30, 2018 - 1st Reading, Suspension of the Rules
- 2nd Reading, Adoption - 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 year....to include a summary of estimated income.... and levy all property taxes 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 2018. 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. (CM) Note: Per Council's Standing Rules, six (6) votes in the affirmative are needed in order to suspend the rules. If the budget ordinance is not adopted tonight, a special meeting will have to be scheduled on or before June 10.

Ordinance

IV. OTHER BUSINESS

13. Program Open Space (POS) FY 2018 Annual Program - Reference: Correspondence, Department of Natural Resources

5/11/17

FY 2018 Proposed Annual POS Program, T. Hruby
The City's FY 2018 Annual Program Open Space (POS) Program is
due to the Maryland- National Capital Park and Planning Commission
(M-NCPPC) on June 16, 2017. The City has been notified that the
County will be receiving a total of \$5,590,935 in FY 2018 POS funds.
Based on the results of the 2010 Census the City will be receiving
\$149,277.96. Since the County is meeting the State's requirement that
50 percent of local POS funds be used for acquisition projects, the
City is able to use 100 percent of its POS allocation towards
development. The City has POS funds encumbered for the following
development projects: Greenbelt Aquatic and Fitness Center Phase II
Improvements, Community Center Facility Upgrades, Buddy Attick
Park Master Plan Improvements, and Springhill Lake Recreation
Center Expansion. Not including the City's FY 2018 POS allocation,
the City has \$62,948.58 in unencumbered acquisition funds and
\$175,076.18 in unencumbered development funds. The City's
unencumbered development funds have been allocated to the
Community Center Facility Upgrades project and the Community
Center Playground Renovations project. Consistent with the City's
adopted FY 2018 budget, staff is proposing the City's FY 2018 POS
funds be allocated to the following projects: \$133,500 for the
Greenbelt Aquatic and Fitness Center Phase IV Improvements,
\$10,000 for Buddy Attick Park Master Plan Improvements, \$3,080.50
for Community Center Playground Improvements and \$2,697.46 for
land acquisition. Staff also proposes to revert the remaining POS
funds balance from Greenbelt Aquatic and Fitness Center Phase III
Improvements project (\$27,689) to land acquisition. Since the State
has inquired about lack of progress on the Springhill Lake Recreation
Center Expansion Project, staff is proposing to revert the remaining
encumbered fund balance on this project (\$44,459) to land acquisition.
This will bring the City's unencumbered land acquisition fund balance
to \$137,794. It is recommended Council approve the City's FY 2018
Program Open Space Annual Program as proposed. (TH)

Correspondence, Department of Natural Resources 5-11-17

FY 2018 Proposed Annual POS Program, T. Hruby

14. Proposed County Legislation CB-049-2017 – An Ordinance Concerning Nonconforming Uses - Reference: CB-049-2017, DR 1

The City has received notification that the County's Planning, Zoning and Economic Development Committee (PZED) is tentatively scheduled to discuss CB-049-2017 on June 7, 2017. CB-49-2017 proposes to amend approval requirements for the certification of nonconforming uses. CB-49-2017 proposes additional approval criteria in the Zoning Ordinance for certification of nonconforming uses, including compliance with certain County Landscape Manual requirements for screening and enclosure of trash facilities, compliance with off-street parking and loading requirements and certain building code requirements. The Bill also provides for certain retroactive applicability to existing nonconforming uses. Staff is concerned with the implications CB-49-2017 will have on existing certified nonconforming uses in the City, particularly the original apartment buildings in historic Greenbelt. These uses would not be able to meet current parking and loading standards, and therefore would not be eligible to receive a new Use and Occupancy Permit in the future. Such a requirement appears to defeat the purpose of nonconforming certification and staff does not believe it is appropriate to require such uses to go through the Departure process. Staff believes there are unintended consequences to CB-49 -2017 that the sponsor, County Council Member Deni Taveras, has not taken into consideration. It is recommended City Council submit a letter to the County Council conveying the City's concerns with the implications CB-49-2017 will have on nonconforming uses in Greenbelt. (TH)

CB 049 2017, DR 1

15. Council Activities
Council will report on activities and events recently attended

16. Council Reports

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

* 17. Community Center – News Review Lease - Reference: Draft License Agreement

The Greenbelt Community Center has a number of tenants with which the City holds Leases with as a condition of their use of space at the facility. The Lease Agreement the City holds with The Greenbelt News Review located in room 100 on the main floor of the facility is due for renewal on January 1, 2017. Included in Council's packet is a copy of the Lease Agreement for review. The Lease Agreement was reviewed by the City Solicitor and a few minor adjustments were made but there are no substantive changes to the agreement. In accordance with the terms of the prior License Agreement, the rental fee has been increased by 1.2% based on the 2016 Consumer Price Index (CPI). It is recommended Council approve this agreement for signature. Approval of this item on the consent agenda will indicate Council's approval of the Greenbelt News Review Lease Agreement. (JM)

Draft License Agreement

* 18. Friends of Greenbelt Theatre ? Loan Request

* 19. Appointments to Advisory Groups - Reference: Applications
Council recently interviewed several applicants for advisory group vacancies. Approval of this item on the consent agenda will indicate Council's intent to appoint Owen Kelly to the Forest Preserve Advisory Board and Clara Holland to the Youth Advisory Committee. (SLM)

V. MEETINGS

Agenda, Regular Meeting, 06/5/2017

Page 2 of 2 Executive Session: An Executive Session has been requested by Council to discuss a personnel matter – evaluation of the City Manager. It is recommended this Executive Session be held on Thursday, June 8, 2017, at 7:30 p.m. in the Library of the

Municipal Building.

The following motion is required to schedule the Executive Session:
I move that Council schedule an Executive Session on Thursday,
June 8, 2017, at 7:30 p.m. in the Library of the Municipal Building.
Council will hold this closed meeting in accordance with the
General Provisions Article 3-305(b)(1) of the Annotated Code of the
Public General Laws of Maryland to discuss a personnel matter –
evaluation of the City Manager. (CM)

Reference: Chart, Stakeholder/Regular Meetings
Master Calendar

		<u>06/05</u>	
<u>Regular Meeting/Budget Adoption</u>	<u>Mon.</u>		<u>8:00 pm</u>
		<u>06/07</u>	
<u>Work Session – Friends of Greenbelt Theatre (CC)</u>	<u>Wed.</u>		<u>7:30 pm</u>
		<u>06/12</u>	
<u>Advisory Board Interview (Library)</u>	<u>Mon.</u>		<u>7: 40 pm</u>
		<u>06/12</u>	
<u>Work Session – Housing Affordability Study (tentative)</u>	<u>Mon.</u>		<u>8:00 pm</u>
		<u>06/14</u>	
<u>Work Session – TBD (CC)</u>	<u>Wed.</u>		<u>8:00 pm</u>
		<u>06/19</u>	
<u>Regular Meeting</u>	<u>Mon.</u>		<u>8:00 pm</u>
		<u>06/21</u>	-
<u>No Meeting</u>	<u>Wed.</u>		
		<u>06/25-28</u>	-
<u>MML Conference</u>	<u>Sun.-</u> <u>Wed.</u>		
		<u>07/03</u>	-
<u>No Meeting</u>	<u>Mon.</u>		

<u>Work Session –TBD (CC)</u>	<u>Wed.</u>	<u>07/05</u>	<u>8:00 pm</u>
<u>Regular Meeting</u>	<u>Mon.</u>	<u>07/10</u>	<u>8:00 pm</u>
<u>Work Session – South Core Annexation Correction (CC)</u>	<u>Wed.</u>	<u>07/12</u>	<u>8:00 pm</u>
<u>Work Session – GEAC (Hunting Ridge)</u>	<u>Thu.</u>	<u>07/13</u>	<u>7:30 pm</u>
<u>Work Session – Greenbelt Homes Inc.</u>	<u>Mon.</u>	<u>07/17</u>	<u>8:00 pm</u>
<u>Work Session – Capital Projects (CC)</u>	<u>Wed.</u>	<u>07/19</u>	<u>8:00 pm</u>