



CITY COUNCIL AGENDA
Virtual
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
Meeting ID: 839 5041 2852
Password: 960027

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.

Tuesday, May 26, 2020
8:30 PM

I. ORGANIZATION

1. Call to Order
2. Roll Call
3. Meditation and Pledge of Allegiance to the Flag
4. Consent Agenda
Suggested Action: (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

6a. Chesapeake 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](#)

7. Public Hearing on the Proposed FY 2021 Budget

Suggested Action:

Reference:

Chart 2, 05/19/2020

Budget Letter, N. Ard, 04/14/2020

Final Budget Review FY 2021

On April 14, 2020, the City Manager presented the proposed budget for Fiscal Year 2021 to the City Council. Since then, the Council has held seven virtual work sessions to review the budget and has one virtual work session scheduled on May 27. The proposed budget is available online at greenbeltmd.gov, including agenda, material, and recordings of the budget work sessions.

The budget is scheduled to be adopted at the regular City Council meeting on June 8, 2020. The City Code requires that a public hearing be held on the budget prior to its adoption. Tonight's public hearing is the second of two that were scheduled, first having been held on May 11.

It is recommended that the regular meeting be recessed for the purpose of conducting a public hearing on the FY 2021 proposed budget. (The meeting should be reconvened following the hearing. No motion is required to begin or end the public hearing.)

Note: The City is required to hold an FY 2021 Constant Yield Tax Rate hearing. This hearing will be held on June 8 prior to the adoption of the budget.

[Chart 2, 05/19/2020.pdf](#)

[Budget Letter, N. Ard, 04/14/2020.pdf](#)

[Final Budget Review FY 2021.pdf](#)

8. Petitions and Requests

9. * Minutes of Council Meetings

Suggested Action:

* Work Session, October 15, 2018

* Regular Meeting, February 25, 2019

* Work Session, April 17, 2019

* Work Session, May 20, 2019

* Work Session, July 22, 2019

* Work Session, February 3, 2020

* Work Session, March 2, 2020

* Work Session, March 11, 2020

* Work Session, April 16, 2020

* Work Session, April 20, 2020

[WS181015.pdf](#)

[RM190225.pdf](#)

[WS190417.pdf](#)

[WS190520.pdf](#)

[WS190722.pdf](#)

[WS200203.pdf](#)

[WS200302.pdf](#)

[WS200311.pdf](#)

[WS200416.pdf](#)

[WS200420.pdf](#)

10. Administrative Reports

11. Committee Reports

III. LEGISLATION

12. Resolution for State Enterprise Zone Designation
- 2nd Reading, Adoption

Suggested Action:

Reference:

Memorandum, C. Liggins, 05/22/2020

Enterprise Zone Resolution

Tract 806713

Tract 806714

Commerce Public Notice to Modify Tax Incentive Timeframes

District 1 - Dernoga and District 4 - Todd Turner

Enterprise Zones - Greenbelt

Enterprise Zones and Focus Area - At a Glance

EZ Businesses Example

On Tuesday, March 10th, 2020, Andre Plummer, Financial Services Manager for Prince George's County Economic Development Corporation, presented an overview of the Enterprise Zone and benefits to City Council. He also requested that Council adopt a resolution to designate portions of Greenbelt as an Enterprise Zone. Council provided feedback and requested that Mr. Plummer provide updated Enterprise Zone maps to include Edmonston Road and the commercial portion of Franklin Park, if they were in an eligible Census tract. Along with an updated Enterprise Zone map, Council requested examples of economic benefits from other municipalities that had designated Enterprise Zones as well as further explanation on reimbursements, if any, to municipalities. During the same meeting, Mr. Kap Kapastin requested that the commercial properties west of Cherrywood Lane also be included as part of the Enterprise Zone designation, if they are in an eligible Census tract.

On Monday, May 11th, 2020, Mr. Plummer presented updated information on the proposed Greenbelt Enterprise Zone designation to City Council. He provided updated Enterprise Zone Census tract maps (Census tracts 806713, 806814) and examples of economic benefits from other county municipalities that were designated as Enterprise Zones. Upon reviewing the additional information, Council requested that the Census track (806714) be updated to

exclude a wooded parcel off of Cherrywood Lane from the Enterprise Zone designation, so that it can be preserved as green space.

Staff received an email from Mr. Plummer on Thursday, May 21st, 2020. The email stated that the Prince George's County Economic Development Corporation reviewed the request and that they will be able to remove the wooded area as requested. Mr. Plummer also mentioned that the Prince George's County Economic Development Corporation made the decision to remove the residential apartments north of Breezewood Drive (Franklin Park at Greenbelt Station) from the Enterprise Zone's proposed designation because it is mostly residential apartments, though it is currently zoned as mixed-use. Staff is awaiting receipt of updated Enterprise Zone map. Mr. Plummer still has not received a response from the Prince George's County Office of Finance, Treasury Division, about whether a portion of the 50% county reimbursement is disseminated to the impacted municipality.

Ebony Stocks, Vice President, PGEDC and Andre Plumber, Financial Services Program Manager, may attend virtually.

It is recommended that Council introduce this resolution for second reading and adoption.

[Memorandum, C. Liggins, 05/22/2020.pdf](#)

[Enterprise Zone Resolution 3.6.20 DRAFT.pdf](#)

[Tract 806713 - reduced size.pdf](#)

[Tract 806714 - reduced size.pdf](#)

[Commerce Public Notice to Modify Tax Incentive Timeframes.pdf](#)

[District 1 - Dernoga and District 4 - Todd Turner.pdf](#)

[Enterprise Zones - Greenbelt.pdf](#)

[Enterprise Zones and Focus Area - At a Glance.pdf](#)

[EZ Businesses Example.pdf](#)

IV. OTHER BUSINESS

13. Renewal of Speed Camera and Speed Camera Collections Contract

Suggested Action:

Reference:

Memo, R. Bowers, 05/21/2020

Speed Camera Contract Brekford Current

Speed Camera Contract Rekor Proposed

Speed Camera Collections Contract Proposed

The City's speed contract vendor, Brekford Corporation, was recently acquired by Rekor Recognition Systems, Inc. This transition saw little difference to the City's business other than the name change. Our speed camera and speed camera collections contract remained in effect until its current expiration date of June 30, 2020. Under the current contract, the City "piggybacked" on the Calvert County contract that was awarded to Brekford after RFP No. PURCH 2016-105.

The City can again "piggyback" on the current Calvert County contract that was awarded to Rekor Recognition Systems, Inc. after RFP No. PURCH 2019-076. The current and new/proposed contracts are attached. The proposed contract has been reviewed and approved by the City Solicitor.

Staff recommends the City enter into the proposed contract.

[Memo, R. Bowers, 05/21/2020.pdf](#)
[Speed Camera Contract Brekford Current.pdf](#)
[Speed Camera Contract Rekor Proposed.pdf](#)
[Speed Camera Collections Contract Proposed.pdf](#)

14. G12 Bus Service
Suggested Action:
Mayor Byrd requested this item be added to the agenda.

The motion would be to send a letter to WMATA, asking that they expand the Sunday bus service for the G12 to earlier in the morning (to accommodate essential works that have to get to work early in the morning).

15. Discussion of Outdoor Festivals and Labor Day Event
Suggested Action:
Reference: Email, N. Ard, 04/27/2020

Councilwoman Pope requested this item to be added to the agenda.
[Email, N. Ard, 04/27/2020.pdf](#)

16. Council Activities

17. Council Reports

- *18. * Appointments to Advisory Boards

Suggested Action:
Reference: Application

Council interviewed Keith Lake for appointment to the Youth Advisory Committee (YAC). The applicant has attended a virtual meeting of the advisory board.

Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Lake to YAC.

- *19. * Reappointment to Advisory Groups

Suggested Action:
Reference: Reappointment Survey

The following individuals has indicated their willingness to continue to serve on a City Advisory Board:

Dea Zugby - Community Relations Advisory Board (CRAB)
Leeann Irwin - Forest Preserve Advisory Board (FRAB)
Daniel Hamlin - Community Relations Advisory Board (CRAB)
Donald Martin - Board of Appeals (BOA)

Approval of this item on the consent agenda will indicate Council's intent to appoint them to a

new term.

V. MEETINGS

Meetings

[meetings.pdf](#)

Stakeholders

[Stakeholder Schedule.pdf](#)

City Council Agenda Item Report

Meeting Date: May 26, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: COMMUNICATIONS

Agenda Section:

Subject:

Chesapeake 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;

NOW, THEREFORE, I, Colin A. Byrd, Mayor of City of Greenbelt, do hereby proclaim June 6-14, 2020 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 26th day of May, 2020.

COLIN A. BYRD, MAYOR

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: May 26, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Public Hearing

Agenda Section:

Subject:

Public Hearing on the Proposed FY 2021 Budget

Suggested Action:

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Attachments:

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[Final Budget Review FY 2021.pdf](#)

CHART 2

ITEM	AMOUNT
PROPOSED FY 2021 REVENUES	32,981,035
Increase Parking fines to \$50	15,000
Commercial Abatements	-1,500,000
Reduce Income Tax	-537,750
Reduce Admissions & Amusement Tax	-105,000
Reduce Hotel/Motel Tax	-326,250
Reduce Highway User Revenues	-284,950
Reduce Recreation Charges	-677,700
Reduce Parking Citations	-26,250
Reduce Red Light Camera Fines	-157,500
Reduce Speed Camera Fines	-122,500
TOTAL REVENUES	29,258,135
PROPOSED FY 2021 EXPENDITURES	32,925,900
Defer Compensation Study	-75,000
Debt Service Fund (Dam Loan @ 4%)	-20,000
MEA Grant Match - Solar EV Charger (reduce FT)	-33,100
Health Insurance Savings	-150,000
Cancel Non-Essential Travel & Training	-116,200
Continue Certain Vacant Positions	-693,600
Defer/Eliminate all FY 21 Salary Increases	-550,000
Defer all Capital Projects & Reduce Fund Trans.	-1,152,400
Defer all BCR Projects & Reduce Fund Trans.	-879,200
Defer all Replacement Fund & Reduce Fund Trans.	-448,300
Delete Architectural Space Study Funding	-30,000
TOTAL EXPENDITURES	28,778,100
Difference	480,035

<u>Fund Balance</u>	<u>Amount</u>	<u>%</u>
FY 2020 Estimate	\$5,346,758	17.1%
Est. FY 2020 Savings	\$178,000	
Est. FY 2020 Shortfall	\$1,590,529	
New FY 2020 Est.	\$3,934,229	12.7%
FY 2021 Estimate	\$4,414,264	15.3%

Known savings
Known savings
Known savings

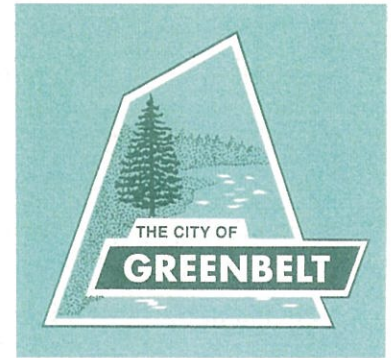
\$50,000 is available in the FY 20 BCR Fund.

CITY OF GREENBELT, MARYLAND

OFFICE OF THE CITY MANAGER

25 CRESCENT ROAD, GREENBELT, MD. 20770

April 14, 2020



Nicole C. Ard
City Manager

Honorable Mayor and City Council,

Enclosed is the City of Greenbelt's Proposed Fiscal Year 2021 Budget. These numbers were finalized as COVID-19 was unfolding and will need to be adjusted during the budget process as more information becomes available. In many sections of the budget, the narrative has been updated to specify the steps departments have taken to respond.

The proposal outlines the City's operational plans, financial forecast, goals, accomplishments and service level trends. It is anticipated that the City's tax base will be severely impacted by COVID-19 pandemic-related job loss and furloughs, delays in disaster relief to individuals and businesses, and deferral of taxes and fees offered by the State and Federal governments. Similarly, taxes and fees tied to commercial activity and/or City services will be severely impacted by closed businesses and City facilities. This includes income, amusement, personal property (including corporate), and lodging taxes, as well as Highway User Revenue, red light camera, speed camera and parking citation fines. Commercial abatements are expected to increase significantly due to forced business closures, and will likely impact FY 2021 and the next several fiscal years given the state's practice of enabling retroactive abatements. Revenues are detailed in the Revenue Section of the Proposed Budget, as well as the accompanying chart.

The numbers in the FY 2021 Proposed Budget were finalized as COVID-19 was unfolding. It is my recommendation that the Council consider using fund balance, and deferring the following items to adjust the budget as our new economic reality unfolds:

1. Filling certain positions;
2. Non-loan or grant funded capital projects; and
3. Employee performance merit increases and cost of living adjustments.

We recently learned employee health insurance premium costs will not increase; a savings of approximately \$150,000 which has not been factored into the proposed budget. The proposal does not recommend tax rate increases or additional staff.



It is my goal to adjust our spending given the impacts to our revenue in order to protect our current employees' jobs. The City managed the most recent recession with that goal in mind. It's my recommendation that this goal be adopted for this crisis as well.

The FY 2021 Proposed Budget includes funds to complete the final phase of the Police Station's heating and air conditioning repair to address unsuitable workplace conditions, as well as previously committed reclassifications for five employees working out of class and already discussed with Council in 2019. Police academy recruits and cadets will continue their training and assignments in preparation for joining the City force. Five of those recruits will be graduating later this month. The City has not completed collective bargaining with the Fraternal Order of Police.

The Proposed Budget continues compliance with established City debt policy and fund balance guidance as well as funding the annual stipend to the Friends of Old Greenbelt Theatre and contributions to community non-profit service providers.

As the COVID-19 pandemic unfolds and the City and all levels of governments respond and plan for an unknown future, the Proposed Budget attempts to solely maintain essential services based on anticipated return to lifted social distancing practices by June; however, this situation may evolve with a recovery window of up to 24 months. I am assessing the need to discontinue paying certain non-classified employees (part-time, seasonal) should recreation services not return to operation by June 1, 2020. Every effort will be made to retain these employees, their knowledge, skills and experience, in anticipation of the return of City programs and activities.

This assumes that lessened restrictions on public facilities and businesses may begin in June, yet may not return until September or later. The goal during the pandemic has been to support the State and County Health and Emergency Management leaders in the fight to protect public and employee health, safety and continuity of government operations. As the City prepared and responded to the pandemic, a new way of operating was thrust upon the organization. The City may continue some practices, recognizing cost savings or efficiency. Additional investment or support may be needed to operate in a post-COVID-19 pandemic environment.

While there are many competing needs facing the City, the intent of the Proposed Budget as in the past, is to continue to build capacity to protect community investment in individuals, families, and neighborhoods. Most management objectives remain the same, as well as affiliated accomplishments achieved. While recent years realized new revenue and builder support for services given construction of new residential homes in the Greenbelt Station Subdivision, that construction has ended and the builder funds are being used to build the trail that the builder was supposed to build, the WMATA Connection Trail. No additional funds will come from that source for services like police, public works, or recreation. City staff will soon take over maintenance of the park, roads, and other infrastructure in addition to the current police patrols and park trash collection, and periodic

recreation activity. Similarly, future revenue from that neighborhood, income tax or property tax, may not be enough to solely support the community's desired public recreation facilities, and as Council committed to address recreation services in Greenbelt West overall during Council's Spring 2020 goal setting session.

In fact, while residential property tax revenue had been increasing (most likely attributed to regional trends and new local development), commercial real property and related personal property taxes have declined for several years. The City of Greenbelt primarily relies on Real Property Tax revenue to comprise the General Fund; however, other revenue sources also support services such as roads, police, park maintenance, counseling, equipment and buildings. Funds from employment and business conducted at movie theatres, hotels, restaurants, gas stations and motor vehicle registrations are among those that generate additional City revenue. The General Fund also helps pay the City's debt payments in compliance with City debt and Fund Balance policies. The General Fund also supplements user fee-paid services like recreation. Other user fees include those collected when service is provided such as during commercial and residential code inspections. The Waste Collection Fee and the Recycling Only rates remain the same at \$70 per quarter and \$36 per year, respectively. Fees and Daily Admission rates at the Aquatic & Fitness Center are the same. Fees are limited to users of the recreation services. However, given COVID-19 required closures, facilities may remain closed until June, possibly longer.

As noted in the past, fund balances should be preserved at a level that supports sustainability, particularly for the General Fund which supports essential government services. While the General Fund's fund balance was used in recent years, in contrast, use of fund balance during this pandemic is the very reason such a reserve exists - to support emergency preparation, response, and recovery. GFOA recommends maintaining a level equivalent to two month's operational expenses, often considered at a level of generally 15%; I concur. However, I am recommending maintaining the General Fund's fund balance to at least 12-13% as the City does not know the extent to which this disaster will continue to unfold; other non-related emergencies may develop and require additional resources; and should revenue projections or cash flow become further stressed, for example, large commercial real estate tax abatements are actualized at past years' levels throughout the next several fiscal years, the City needs to be prepared.

This is an unprecedented situation and exacerbates the existing concern regarding the potential fluctuation of the commercial real estate tax base, the long list of deferred capital projects like building and infrastructure repair and replacement. As noted in past years and last month, without reduced future expenditures and/or future revenue enhancements, the organization will continue to be challenged in maintaining current services and restricted in creating new initiatives or service that require additional resources. Several long-term initiatives from Council's 2018 Goal Setting Session fa-

cilitated by the Novak Group continue to be reflected in the Proposed FY 2021 Budget. However, most of the top and high priorities set during Council's February 2020 annual goal setting session are deferred.

COUNCIL GOALS

In February 2020, Council met with the Novak Group to review priorities. Council reaffirmed Factors Critical for Greenbelt's Long-Term Success, some on-going initiatives, as well as new top and high priority action steps for the next fiscal years with emphasis on key action in the next 12 to 18 months. More detailed action steps, including longer term activities are outlined within the departmental management by objectives in each proposed departmental budget. Also listed are a sampling of the accomplishments achieved in FY 2020. While Council has not met to formally adopt these factors and goals, based on the discussion the following outlines funds and resources affiliated with each goal.

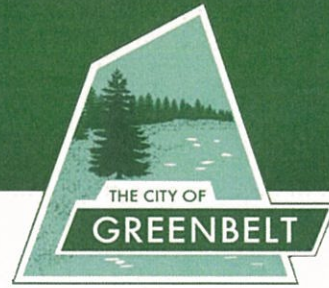
Factors Critical for Greenbelt's Long-Term Success:

- Enhance Sense of Community
- Economic Development and Sustainability
- Improve Transportation Opportunities
- Maintain Greenbelt as an Environmentally Proactive Community
- Improve and Enhance Public Safety
- Preserve and Enhance Greenbelt's Legacy as a Planned Community
- Promote Quality of Life for all Residents
- Provide Excellent Constituent Services
- Maintain and Invest in Infrastructure

PROPOSED WORK PLAN FY2020-FY2022

The following high priority areas will help staff develop a work plan supplemented by weekly city reports, monthly finance reports and quarterly City Manager's updates that report progress on action, budgeting and financial considerations to obtain Council feedback on short and long-term plans for the City and each department.

2020 City Council Workplan



Outcomes



Enhance Sense of Community

TOP PRIORITY

- Work to Improve Dog Park

HIGH PRIORITY

- Finish gateway signage project



Preserve and Enhance Greenbelt's Legacy as a Planned Community

TOP PRIORITY

- Finalize NCO zoning

HIGH PRIORITY

- Roosevelt Center Arts District



Economic Development and Sustainability

- Develop community development policies
- Continue to implement outreach tools



Improve Transportation Opportunities

TOP PRIORITY

- Greenbelt Road streetscape

HIGH PRIORITY

- Shuttle



Promote Quality of Life for all Residents

TOP PRIORITY

- Enhance Recreation in Greenbelt West



Provide Excellent Constituent Services

HIGH PRIORITY

- Work with schools to explore public-private partnership for non-renovated schools
- Continue to Advocate against the Maglev



Maintain Greenbelt as an Environmentally Proactive Community

- Complete City street projects – begin construction on Cherrywood complete street
- Dam repair near completion/redo the parking lot as environmentally sound and inviting



- Completing WMATA Trail Permits

Improve and Enhance Public Safety

TOP PRIORITY

- Armory acquisition
- Transition to County CAD System



Maintain and Invest in Infrastructure

TOP PRIORITIES

- Office space reallocation and space utilization study
- Senior housing opportunities
- Refine capital projects funding policy

Facilitated by TheNovakConsultingGroup.com

High priority items to address the Factors Critical for Long-Term Success:

- Complete the City Facility Space Study and Security Needs (Building Capital Reserve Fund, two projects including access card reader and CARES facility)
- Acquire the Former Armory (Capital Projects- no funds budgeted at this time, advocacy with Volunteer Fire Company to State continues)
- Continue to Promote and Explore Private Senior Housing Opportunities (no funds, General Fund)
- Enhance Recreational Opportunities in Greenbelt West (Capital Projects and Greenbelt West Fund, including over \$2 Million budgeted for the WMATA Trail construction project, with \$325,000 in State bond bill funding secured)
- Continue Advocacy for State, Federal and grant funding to engineer, design, and construct the Greenbelt Road Streetscape Project (Capital Projects, no funds budgeted at this time).
- Improve the Existing Dog Park (Capital Projects, work will also address continued effort to site a future park and work with the private sector on possible sites).
- Continue to Work with County and Local Groups to Finalize the Neighborhood Conservation Overlay Zone (General Fund funded staff support).

There are several on-going issues that staff will monitor, including Federal priorities and funding, tax payer burden including the County tax differential, sustainability, services for individuals requiring special assistance, and compliance with City policies such as debt and fund balance. Staff continues to monitor federal priorities impacting not only City operations, but also the local economy. COVID-19 has added an additional level of uncertainty regarding Federal funding, priorities, and future availability of grants and subsidies that have supplemented limited city resources to provide services like housing for senior citizens and the disabled, energy and sustainability, family services, public safety, as well as infrastructure. While the City anticipates some level of Federal reimbursement via the County and State, as seen with the relief being distributed to the private sector and individuals, there may be a delay, significant restrictions or changes when time comes to support local governments. The City may not get reimbursed. It is all in flux. FEMA reimbursement of eligible expenses could be at \$.75/per \$1.

To further help reduce taxpayer burden, the City will continue to advocate for adjustment of the County tax differential to better reflect City investment in services, facilities, and equipment. Prince George's County lowers the property tax rate paid by City residents. The lower tax rate paid to Prince George's County and the Maryland-National Capital Park and Planning Commission (M-NCPPEC) is called the tax differential. Greenbelt residents pay a lower County tax rate per \$100 as-

essed valuation and a lower M-NCPPC tax rate than residents living in unincorporated areas of the County. As in past years, a detailed breakdown of the tax rates is in the Analysis and Background section of this document.

Regarding Green Ridge House, the City's agreement with the Federal Housing and Urban Development Department for Green Ridge House was renewed with Green Ridge House designated as a Section 202 property serving seniors. Existing non-senior, disabled tenants have been grandfathered as residents. Significant facility needs continue to be addressed using the enterprise fund's reserves which are dedicated solely to Green Ridge House. For example, recent repairs included elevator work for the 40 year old building managed by Community Realty. On the human scale, grants have been secured to provide some residents with caseworker and home health aide and other related services through the City's GAIL program. Special appreciation is extended to the company for moving an employee into an empty unit to help serve residents during the pandemic.

Regarding environmental sustainability, please note that Greenbelt continues to meet and exceed both State of Maryland and Metropolitan Washington Council of Government's (MWCOC) reduction of greenhouse gas emissions goals. The City continues to actively pursue State grants to support further energy efficiency improvements. The City is on the second vendor for a Solar Farm Purchase Project. Further, the City's electric agreement with its current provider was extended in anticipation that the Solar Farm agreement, when in place and operational with wind credits, will be good for the planet and provide costs savings. The City has also supported State legislation and research to better help position residents and property owners for better utility agreements and rates.

Capital improvements in Greenbelt are funded through four funds: Capital Projects Fund, the Building Capital Reserve Fund, the Community Development Block Grant Fund, and the Greenbelt West Infrastructure Fund. In FY 2021, this primarily reflects the WMATA Connection Trail at about \$2 Million and State Highway User Revenue or Community Development Block Grant funded road repair or replacement. Successful capital projects recently completed or underway in FY 2020 include: completion of the Old Greenbelt Theatre roof repair and HVAC replacement; preparatory work and conservation plan for the upcoming grant funded repair and preservation of the "Mother and Child" and historic bas reliefs; upcoming completion of the State mandated and State low-interest loan funded Greenbelt Lake Dam Repair project; road resurfacing throughout the City (using State Highway User Revenue Funds and Federal Community Development Block Grant Funds respectively); Hanover Parkway Bike Pathway Plan completion and recommendation; Bus Shelter improvements; Cherrywood Lane Green and Complete Street design completion; upcoming resurfacing of tennis courts at Braden Field and Lakecrest Drive; completion of the Gateway Signage Design; securing an engineer to assist with a scope for Lakecrest and American Legion Drive Intersection engineering; and various concrete and sidewalk repairs. Various other on-going planning efforts include work to address the

Bus Stop Safety and Accessibility Plan, the Pedestrian and Bicycle Master Plan, and the Gateway Signage Improvement Plan.

Federal Community Development Block Grant funds have been used to support infrastructure. An application has been submitted for future Community Development Block Grant funding. In addition, future federal funding availability continues to be monitored. CDBG may be an area to support appropriation for additional City or non-profit provided social services, including affordable housing, Post-COVID-19.

The Building Capital Reserve Fund is funded primarily to replace the last portion of the air handler system at the Police Department, about \$190,000; around \$46,000 for security improvements in City facilities; and \$100,000 to address space and facility needs for departments including Greenbelt CARES. This may be impacted by the new operating processes and environment post-COVID-19. The Public Works Department was tasked with completing the RFQ process for architectural services to support space study of existing City facilities and assess future space need and improvements.

The proposed Replacement Fund supports the purchase of vehicles and equipment. It includes the replacement of the City's large bucket truck at \$205,000 and several other vehicles and equipment items for total proposed expenditures of \$448,000. There is an opportunity to defer some/all of these vehicle purchases to address COVID-19 shortfalls. The condition of the fleet, along with the replacement schedule will be monitored and revisited following recovery of the pandemic.

While not a part of the City's Replacement Fund, Council is thanked for previously authorizing the release of funds to the Greenbelt Volunteer Fire Company to expedite the purchase of a new fire engine during FY 2020, a fiscal year earlier than anticipated.

Regarding debt service policy, the City continues to be in compliance. In addition, staff continues to work with the financial advisors and trustees to monitor the TIF. In follow-up to my recommendation last year, I along with the City Treasurer and Assistant City Manager met with financial advisors from Davenport to address long-term sustainable planning for debt, capital, and operational matters. City staff is assessing the feasibility of their refunding proposal. In addition, the City's voter-approved low interest loan for repairs to Greenbelt Lake Dam yielded a lower than anticipated rate of about .4%, generating a savings of about \$20,000 annually.

APPRECIATION

The pandemic response has made government operations and budgeting more challenging. Yet City employees continue to rise to the occasion. Staff crafted a budget initially designed to meet many community and organizational needs, only to be spoiled by a rapidly changing global health crisis and subsequent financial markets drop, unemployment, and government ordered "stay at home" and 18

business closures. The revised proposed budget reflects deferred priorities yet continued commitment to the community and City employees. Council and the community's consideration during this time are appreciated.

Special thank you to Ms. Laura Allen, City Treasurer, who coordinated budget preparation; Mr. David Moran, Assistant City Manager; Ms. Anne Marie Belton, Executive Associate; Ms. Beverly Palau, Public Information and Communications Coordinator; and department and division directors, supervisors, and employees City-wide. I am proud that 24-hours a day/7 days a week, and during this pandemic especially, City employees have demonstrated courage, compassion, creativity, and dedication. City employees provide safety, assistance, and joy to our neighbors and businesses, often while facing personal challenges at home. I cannot thank you enough for your bravery during this uncertain time. You each bring unique value, skills and experience that cannot be replaced. Working together we will help our community, organization, and each other recover as quickly as possible. I believe in each of you and am committed to you and your family's safety during this global disaster.

Respectfully Submitted,



Nicole C. Ard
City Manager

**CITY OF GREENBELT, MARYLAND
MEMORANDUM**

TO: City Council

VIA: Nicole Ard, City Manager

FROM: David Moran, Assistant City Manager
Laura Allen, City Treasurer

DATE: May 14, 2020

SUBJ: Final Budget Work Session – FY 2021

STAFF RECOMMENDATION

Staff recommends the Council adopt Chart 1 as the plan for FY 2021. This Chart envisions a smaller decrease in revenues and proposes corresponding expenditure decreases. Under this scenario, the Budget would still include partial salary increases and partial funding for Building Capital Reserve, Capital Projects and Replacement Fund items. As part of this plan, the City would defer implementation of these partially funded items (approximately \$1.4 Million) until after January 1, 2021. At that time the financial impacts of COVID-19 and the City's reopening will be better understood. This approach gives the Council flexibility as we move through FY 2021.

BACKGROUND

In prior years, Council has been provided with budget update memos listing relatively small revenue and expenditure changes that have been identified or discussed since the initial Budget presentation. These are the items usually discussed at the final budget work session.

Due to the COVID-19 Pandemic, this year is very different. The estimated revenue and expenditure reductions are significant, unprecedented and similar to those presented to the City Council on April 16, 2020.

Greenbelt is not alone. According to the National League of Cities survey on the impacts of the coronavirus, nearly nine in 10 cities expect a budget shortfall due to the impact of the outbreak.¹

Generating these estimates is particularly challenging under these unique circumstances. The high degree of uncertainty means it's impossible for the numbers to be exactly right due to many unknown factors such as:

- Duration and possible repetition of closures due to COVID-19.
- The speed with which revenues recover as the City starts to reopen.

¹ US News and World Report, April 15, 2020, Elliot Davis, <https://www.usnews.com/news/cities/articles/2020-04-15/survey-coronavirus-pandemic-causes-painful-city-budget-shortfalls>.

- The need for ongoing social distancing measures.
- State and County budget cuts which could impact Greenbelt.
- Longer-term impacts on property tax revenues due to abatements and/or decreases in property values.

Under these circumstances, revenue estimates are more a function of probability which is why they are presented as a range. Using a single number masks the level of uncertainty.²

ANALYSIS

FY 2020 Estimates

Staff still estimates that FY 2020 Revenues will decline by \$1,385,600 to \$1,590,500. Staff has also identified \$178,000 in estimated FY 2020 Expenditure savings (see attached list) that will occur as a result of the closure of City facilities, cancellation of certain activities and statewide stay at home orders. This results in an estimated FY 2020 General Fund Balance reduction ranging from \$1,207,600 to \$1,412,500.

FY 2021 Proposed Adjustments

Attached are two charts which will be shown on the screen at Monday's work session and adjusted throughout the meeting as Council works to achieve a consensus.

Staff recommends the Council adopt Chart 1 as the plan for FY 2021. This Chart envisions a smaller decrease in revenues and proposes corresponding expenditure decreases. Under this scenario, the Budget would still include partial salary increases and partial funding for Building Capital Reserve, Capital Projects and Replacement Fund items. As part of this plan, the City would defer implementation of these partially funded items (approximately \$1.4 Million) until after January 1, 2021. At that time the financial impacts of COVID-19 and the City's reopening will be better understood. This approach gives the Council flexibility as we move through FY 2021.

Chart 2 envisions a larger decrease in revenues and proposes larger, more impactful expenditure reductions. The result would be no employee salary increases and almost no capital projects or replacement fund purchases. Adopting Chart 2 makes sense if the Council believes the impacts of COVID-19 will more closely align with these numbers.

Council FY 2021 Wish List

Attached is a "Wish List" of items identified by Council. Some of the items on this list are addressed in staff's recommendation (Chart 1). Also some items require additional research and/or guidance in order to provide a cost estimate. This list can be discussed further at Monday's Work Session and the "Chart" adjusted accordingly based on Council consensus.

² Probability Management in Financial Planning, Sam Savage and Shayne Kavanagh, Government Finance Review, February 2014.

CARES Act, FEMA Reimbursement and The Heroes Act

CARES: The City could receive up to \$1,421,000 from the County via the CARES Act. City staff are preparing an application to the County which is due May 22 and must be approved by the County. CARES Act funds cannot be used for budgeted expenses or to replace lost revenues.

FEMA: The status/amount of any FEMA reimbursement is unknown at this time. FEMA will likely not reimburse for items eligible under CARES or Hometown Hero's Acts. For these reasons, FEMA reimbursements cannot be determined at this time.

Heroes Act: This legislation was just proposed by House democrats. The Senate and Administration have not yet agreed to it and there will need to be negotiations. In its current form, it provides substantial monies to local governments that could be used to cover budgeted expenditures and replace lost revenues.

It is premature to determine what if any monies the City will receive under these Federal programs and staff does not recommend including any of these amounts in Monday's discussion.

Budget Flexibility and Adjustment Later

Maintaining as much future flexibility as possible is critical. In either scenario if the revenue situation gets worse, Council can make mid-year adjustments and further reduce spending. If the Chart 1 situation plays out as estimated, the City can still grant partial employee raises (i.e. either a 2% COLA or a 3% merit) retroactively and/or proceed with some of the proposed projects and equipment purchases mid-year.

Both scenarios protect the City's General Fund balance and keep it above the 12% level recommended in the City Manager's budget message. This could be critical if additional revenue or expenditure impacts occur.

It is also important to note that if revenues come in higher than estimated and/or the City receives funds from Federal legislation, the City can always restore items that were cut or deferred through a mid-year adjustment or in next year's Budget.

CONCLUSION

There is some positive news. The City has options and choices which are difficult and very impactful, yet staff's recommendation continues essential City services, meets the Council's expectation that there will be no layoffs while maintaining tax rates and user fees at their current rates for City residents. Under all current estimates and scenarios, the City's General Fund balance may exceed the City's policy of maintaining a minimum of 10% of General Fund expenditures.

Staff seeks policy direction from the Council and recommends adoption of Chart 1 as the plan for FY 2021.

Additional Savings FY 2020

<u>Account</u>	<u>Item</u>	<u>Amount</u>
110-45	MML Conference Cancelled	\$10,000
120-45	MML Conference Cancelled (Nicole & David)	\$4,000
120-45	IIMC Conference Cancelled (Bonita & Shaniya)	\$6,000
125-58	Special Programs	\$5,000
210-30	Professional Services	\$25,000
150-30	Legal services	\$40,000
210-45	Conference cancelled	\$3,000
220-45	Defer non-essential travel and training	\$3,000
510-30	CARES - Psychological Services	\$3,000
610-58	Special Programs	\$2,000
650-39	Electric usage	\$15,000
660-39	Electric usage	\$10,000
665-43	Vehicle	\$6,000
670-58	Senior Programs	\$16,000
690-58	Special Events (GBD, Celebration of Spring)	\$4,000
910-30	Band conductor salary savings	\$1,000
910-68	Recognition Groups	\$25,000
TOTAL		\$178,000

Chart 1 - Potential Budget Adjustments: Minimum Revenue + Midpoint Expenditure Reduction

ITEM	AMOUNT
PROPOSED FY 2021 REVENUES	32,981,035
Commercial Abatements	-964,000
Reduce Income Tax	-313,700
Reduce Admissions & Amusement Tax	-87,500
Reduce Hotel/Motel Tax	-236,300
Reduce Highway User Revenues	-64,100
Reduce Recreation Charges	-677,700
Reduce Parking Citations	-19,700
Reduce Red Light Camera Fines	-64,100
Reduce Speed Camera Fines	-91,900
TOTAL REVENUES	30,462,035
PROPOSED FY 2021 EXPENDITURES	32,925,900
Defer Compensation Study	-75,000
Debt Service Fund (Dam Loan @ 4%)	-20,000
MEA Grant Match - Solar EV Charger (reduce FT)	-33,000
Cancel Non-Essential Travel & Training	-116,200
Continue Certain Vacant Positions	-693,600
Defer/Eliminate 1/2 of FY 21 Salary Increases	-275,000
Defer 1/2 of Capital Proj. & Reduce Fund Trans.	-636,500
Defer 1/2 of BCR Projects & Reduce Fund Trans.	-478,600
Defer 1/2 of Replace Fund & Reduce Fund Trans.	-209,300
Delete Architectural Space Study in PCD	-30,000
TOTAL EXPENDITURES	30,358,700
Difference	103,335

Fund Balance	Amount	%
FY 2020 Estimate	\$5,346,758	17.1%
FY 2020 Savings	\$178,000	
FY 2020 Shortfall	\$1,590,229	
New FY 2020 Est.	\$3,934,529	12.7%
FY 2021 Estimate	\$4,037,864	13.3%

Known savings

Known savings

\$50,000 is available in the FY 20 BCR Fund.

Chart 2 - Potential Budget Adjustments: Maximum Revenue + Maximum Expenditure Reduction

ITEM	AMOUNT
PROPOSED FY 2021 REVENUES	32,981,035
Commercial Abatements	-1,500,000
Reduce Income Tax	-537,750
Reduce Admissions & Amusement Tax	-105,000
Reduce Hotel/Motel Tax	-326,250
Reduce Highway User Revenues	-284,950
Reduce Recreation Charges	-677,700
Reduce Parking Citations	-26,250
Reduce Red Light Camera Fines	-157,500
Reduce Speed Camera Fines	-122,500
TOTAL REVENUES	29,243,135
PROPOSED FY 2021 EXPENDITURES	32,925,900
Defer Compensation Study	-75,000
Debt Service Fund (Dam Loan @ 4%)	-20,000
MEA Grant Match - Solar EV Charger (reduce FT)	-33,100
Cancel Non-Essential Travel & Training	-116,200
Continue Certain Vacant Positions	-693,600
Defer/Eliminate all FY 21 Salary Increases	-550,000
Defer all Capital Projects & Reduce Fund Trans.	-1,152,400
Defer all BCR Projects & Reduce Fund Trans.	-879,200
Defer all Replacement Fund & Reduce Fund Trans.	-448,300
Defer Architectural Space Study	-30,000
TOTAL EXPENDITURES	28,928,100
Difference	315,035

Fund Balance	Amount	%
FY 2020 Estimate	\$5,346,758	17.1%
FY 2020 Savings	\$178,000	
FY 2020 Shortfall	\$1,590,229	
New FY 2020 Est.	\$3,934,529	12.7%
FY 2021 Estimate	\$4,249,564	14.7%

Known savings
Known savings

\$50,000 is available in the FY 20 BCR Fund.

FY 2021 Council Wish List

<u>Requestor</u>	<u>Description</u>	<u>Revenue</u>	<u>Expenditure</u>
Ms. Davis	Increase parking fines to \$50	\$15,000	
"	Delete Unallocated Appropriation		-\$20,000
"	Defer all Capital Projects, Vehicle & Equipment Purchases until after 1/1/21.		-\$2,479,900
"	Defer all road resurfacing & sidewalk projects until HUR is determined.		-\$868,900
"	Keep Classification/Compensation Study and add non-classified.		\$150,000
"	Maintain Certification & Licensing		Still in Budget
"	Fund Conference Registration Fees		\$20,000
"	Keep Architectural Space Study		\$30,000
"	Add IT Outside Security Audit		\$10,000
"	New Financial System (\$500,000)		Still in Budget
"	Keep 1.6 FTE's for Summer Help		Still in Budget
"	Address Turner Lane Pathway		Plan to do in 2020
Mr. Jordan	Reduce Property Tax Rate to Constant Yield (a 2 cent decrease)	-\$496,000	
"	Create a Food Voucher Program		???
"	Repurpose Economic Development Fund		\$0
Ms Mach	Use Program Open Space for Capital Projects. (City match would be up to \$100,000)		???
Mr. Roberts	Purchase PG Scrap Property		???
TOTAL		-\$481,000	-\$3,158,800

This is a policy decision with no budgetary implications

More information is needed to determine a cost

These amounts are included included (partially/fully) in Charts 1 and 2

Continued Vacant Position List

<u>Title</u>	<u>Cost</u>
PCD Assistant Director	\$151,000
CARES Volunteer Coordinator	\$35,000
GAIL Mobility Coordinator	\$32,000
Police Deputy Chief	\$216,600
Animal Control Officer	\$64,000
Police Records Clerk	\$60,000
1/2 Time Parking Enforcement Officer	\$23,000
1/2 Time Animal Control Officer	\$32,000
2 Police Officers for 6 months	\$80,000
TOTAL	\$693,600

FY 2021 Potential BCR Projects

<u>POS</u>	<u>Funded</u>	<u>Tax Rate</u>	<u>Not Funded</u>	<u>Details</u>
AFC Indoor Pool Deck Tile	14,200	0.06		
AFC Locker Room Surfacing	4,500	0.02	28,600	Funds demo. project for vestibule & family changing
Police Station Air Handling Unit	189,900	0.80		Final phase of Police HVAC project to address workplace
* Youth Center Roof (Foam)	192,000	0.81		
* Youth Center Roof (Metal)			199,000	Additional Cost for Metal
* Youth Ctr. Storefront & Office Windows	76,800	0.32		
GAFC Sheetmetal Overhangs	11,900	0.05		
Municipal Building Card Reader	45,800	0.19		Addresses workplace security and is a Council priority,
Community Center Ext. Paint & Point	153,000	0.64		
Funding for CARES Relocation	100,000	0.42		
MEA Grant - Portable Solar EV Charger	33,100	0.14		Assumes 50,000 MEA Grant which was recently denied.
Museum Education & Visitor Center	25,000	0.11		
* Youth Center Bathroom Partitions	8,300	0.03		
* Youth Center HVAC Replacement Gym	57,800	0.24		
 TOTAL FY 2021	 879,200	 3.83		
 City Fund Transfer	 700,000			
 Use of BCR Fund Balance	 179,200			
* Denotes POS eligible & requires 25% match				
Defer 1/2 of these projects	478,600			
Include these, but delay until after 1/1/21	400,600			
Total of Both	879,200			

FY 2021 Potential Capital Projects

<u>POS</u>	<u>Funded</u>	<u>Other</u>	<u>Details</u>
Street Work	798,500		
Parkway		207,100	
Ridge: Southway-Westway		159,600	
Ridge: Westway-Lakeside-Crescent		149,200	
Lakeside: Lakecrest-Maplewood		227,000	
Northway: Hillside-Ridge		55,600	
Misc. Concrete	70,000		
* Playground Improvements GB Station Fitness	37,500		Assumes 112,500 in CPP/POS Funding
* Playground Surfacing WG	65,700		
* Dog Park	30,000		
* Update Attick Park Master Plan	45,000		
Ped/Bike Master Plan	20,000		
Bus Shelters/Accessibility	20,000		
* Greenbrook Trails	16,000		
Street Light Pilot	49,700		
TOTAL FY 2021	1,152,400	798,500	
City Fund Transfer	1,000,000		
Use of Capital Projects Fund Balance	152,400		
* Denotes POS eligible & requires 25% match			
Defer 1/2 of these projects	636,500		
Include these, but delay until after 1/1/21	515,900		
Total of Both	1,152,400		

FY 2021 Replacement Fund

	<u>Cost</u>
Aerial Lift Bucket Truck (147)	205,000
New Dump Truck Body (126)	16,000
Police ETIX Printers	18,000
Police Automated External Defibrillators	13,000
Animal Control Small Hybrid SUV (704)	26,300
4X4 Pickup Truck (113)	39,500
4X4 Pickup Truck (408)	37,500
Parks Tractor & Equipment	55,000
Community Development Electric Sedan (712)	38,000
TOTAL FY 2021	448,300
Defer 1/2 of these purchases	209,300

City Council Agenda Item Report

Meeting Date: May 26, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

* Minutes of Council Meetings

Suggested Action:

- * Work Session, October 15, 2018
- * Regular Meeting, February 25, 2019
- * Work Session, April 17, 2019
- * Work Session, May 20, 2019
- * Work Session, July 22, 2019
- * Work Session, February 3, 2020
- * Work Session, March 2, 2020
- * Work Session, March 11, 2020
- * Work Session, April 16, 2020
- * Work Session, April 20, 2020

Attachments:

[WS181015.pdf](#)

[RM190225.pdf](#)

[WS190417.pdf](#)

[WS190520.pdf](#)

[WS190722.pdf](#)

[WS200203.pdf](#)

[WS200302.pdf](#)

[WS200311.pdf](#)

[WS200416.pdf](#)

[WS200420.pdf](#)

WORK SESSION of the Greenbelt City Council held Monday, October 15, 2018, to meet with the Prince George's County Fire Department.

Mayor Byrd started the meeting at 8:08 p.m. It was held in the Council Room of the Municipal Building.

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

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

Also present were Fire Chief Benjamin Barksdale, Assistant Fire Chief Brian Frankel of the Prince George's County Fire and Medical Services Department, Greenbelt Volunteer Fire Department (GVFD) officials Chief Thomas Ray and Assistant Chief Greg Gigliotti, Greenbelt News Review Melissa Sykes, residents Nicole Williams and Bill Orleans.

Prince George's County Fire Department

Mr. Byrd began the meeting with introductions. Ms. Pope asked Chief Barksdale for an update of Prince George's County Fire Department. Chief Barksdale noted that the County has the 16th busiest department in the country, with 987 career firefighters plus volunteers to meet the need for 1,500 firefighters. He also noted that eight stations consist of volunteers only, with no plans to add paid firefighters. Chief Barksdale indicated that volunteers are needed which is a challenge due to the amount of call runs and the amount of training required.

Mr. Putens inquired about the recruitment time for career firefighters. Chief Barksdale indicated that for career firefighters, training takes 28 weeks and that they recently were authorized by the County to hire 60 people.

Chief Gigliotti provided an overview of the concerns with the lack of EMS services and the assistance that the City provides. He also expressed his concerns regarding the ongoing challenges of providing an acceptable level of service as a station only staffed by volunteers. Chief Barksdale stated that the call response is first come first serve. He also stated that it would require a career fire fighter to satisfy the staffing. Assistant Chief Frankel stated the average numbers for response time targets are in line with the 1710 standards issued by the National Fire Protection Association (NFPA). He also stated that the priority is getting a fire truck or an emergency medical services (EMS) unit to the residence within four minutes. The second priority is getting an advanced life support unit or a transport unit to a residence within nine minutes.

Ms. Pope inquired about an issue that arose at the Labor Day Festival when the Fire Marshal inspected the funnel cake stand run by the Roosevelt Democratic Club. She noted that the vendor had to move its fryers outside the tent after being direct to do so by the Fire Marshal. Club President Nicole Williams had concerns about the different types of setup the Fire Marshal had suggested and wanted to make sure that they, in the future, were complying with the code

regulations. Chief Barksdale noted that Fire Marshal Richard Riley would be willing to meet with the vendor to work out the specifics and that there were no changes to the code. It was how the code was enforced in prior years.

Mr. Byrd inquired on behalf of Ms. Davis by proxy about the ambulance funding for the Branchville station. Chief Ray noted that EMS billing was down in numbers and that the technology and report writing had increased that included requirements by the insurance companies.

He also noted that GVFD owned, fueled, and maintained their unit and when used by the County they receive 50% funding. The funds go into a County account and then the department submits a request. Department billing is based on the level of service provided.

Mr. Byrd inquired on behalf of Mayor Jordan by proxy about the opioid overdose issues in Prince George's County. Assistant Chief Frankel noted that Narcan, a drug used by emergency personnel to combat the effects of opioid overdose, has gone down to two doses a day in the County. He also noted that the County is working with the health department to address the drug issues.

Mr. Roberts expressed his concern about the development of wooden structures being a fire trap. He also provided an overview of recent fires in the surrounding areas. Chief Barksdale indicated that's a matter for the building industry and the codes they follow and that the code would need to be changed for well-built structures.

Council along with the Fire Chief agreed that they will continue their communication and dialogue with each other.

The meeting ended at 9:17 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held Monday, February 25, 2019. Mayor Pro Tem Davis called the meeting to order at 8:00 p.m.

ROLL CALL was answered by Councilmembers Colin A. Byrd, Judith F. Davis, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, and Rodney M. Roberts. Mayor Emmett V. Jordan was on business travel.

ALSO PRESENT were Nicole Ard, City Manager; David E. Moran, Assistant City Manager; Todd Pounds, City Solicitor; and Bonita Anderson, City Clerk.

Mayor Pro Tem Davis asked for a moment of silence in memory of Greenbelt residents Virginia Beauchamp, Jim McGraw; former residents Robert Fredrick Lange, Fatmata Turay; Joseph Flick, and Betty Morris Lesser.

Mr. Putens led the pledge of allegiance to the flag.

CONSENT AGENDA: It was moved by Ms. Pope and seconded by Ms. Mach that the consent agenda be approved. The motion passed 6-0.

Council thereby took the following actions:

Resignation from Advisory Group: Council accepted the resignation of Stephane Eding from the Park and Recreation Advisory Board.

Appointment to Advisory Group: Council appointed Lisa Lake to the Community Relations Advisory Board and Malik Gupta to the Youth Advisory Committee.

Reappointments to Advisory Groups: Council reappointed the following individuals to new terms on City Advisory Boards and Committees:

John Lippert	Greenbelt Advisory Committee on Environmental Sustainability
Lisa M. Behuncik	Employee Relations Board
Melinda S. Brady	Advisory Committee on Education
Veronica Martin Alston	Advisory Committee on Education

Help Unite Greenbelt (HUG) Walk Sponsorship: Council approved the sponsorship for the HUG walk.

APPROVAL OF AGENDA: It was moved by Mr. Putens and seconded by Ms. Pope that the consent agenda be approved. The motion passed 6-0.

PRESENTATIONS:

WSSC Presentation on Boxwood Waterline Replacement Project: Mayor Pro Tem Davis read the agenda comments. Ms. Hruby provided an update on various roadway projects in the City. She indicated that on March 1, 2019, will be the start date for the Boxwood waterline replacement project, with an estimated completion date of September 2019. She also indicated that notices had been sent to the residents of the impacted areas. Ms. Hruby noted that staff would be working

closely with WSSC to coordinate bus services for the affected area. She also stated that there would be small inroads cuts to the roadway to upgrading the waterlines on Lakeside, Northway, Lastner Lane, and a small portion of Ridge Road by the water tower.

Ms. Wilt, the Technical Contract Manager with Washington Suburban Sanitary Commission, reiterated the process and timeline for the project. Ms. Davis inquired to Ms. Wilt to explain the process for water services that's been interrupted. Ms. Wilt indicated that when water service is restored, instructions are left for the resident.

PETITIONS AND REQUESTS:

Bill Orleans, a Greenbelt resident, requested the number of contract bids over the past three years that were under \$50K that the City has approved.

Michael Hartman, 2 Court Garden Way, requested that Council consider applying to the State for designation as an Arts and Entertainment District in Roosevelt Center.

ADMINISTRATIVE REPORTS:

Ms. Ard expressed gratitude to all staff members who worked during the snow event and the Black History Month event. She announced that the State Highway Administration would pave the Edmonston Road ramp. Ms. Ard noted that the City had received the annual Government Finance Officer's Distinguished Budget Award, thanks to City Treasurer Jeff Williams, Assistant City Manager David Moran, Executive Associate Anne Marie Belton, Public Information and Communications Coordinator Beverly Palau, and City Directors for their work on the budget. She announced the Greenbelt Volunteer Fire Department roof is being replaced this week. Ms. Ard noted that Council should have received in their packets a letter from Greenbelt Homes Inc. (GHI) on the NCO Zone.

LEGISLATION:

A Resolution to Authorize the Negotiated Purchase of Professional Services to Undertake a Feasibility Study and to Create Concept Engineered Design Plans (Up To 30%) for Bikeway Facilities on Hanover Parkway from Sabra & Associates at a Cost of \$59,685.

Mayor Pro Tem Davis read the agenda comments.

Ms. Davis introduced the resolution for seconding reading and adoption.

Ms. Pope seconded.

Mr. Manico expressed his opposition to the proposed feasibility study and requests that the Council votes against the resolution. Mayor Pro Tem Davis noted that the feasibility study would show the City's need for on or off-road biking and the impact on traffic along Hanover Parkway.

ROLL CALL: Mr. Byrd	-	yes
Ms. Davis	-	yes
Ms. Mach	-	yes

Ms. Pope - yes
Mr. Putens - yes
Mr. Roberts - yes
Mayor Jordan - absent

The resolution was declared adopted (Resolution No. 2072, Book 8).

PRINCE GEORGE'S COUNTY CLEAN WATER PARTNERSHIP PROJECT - GREENBROOK LAKE IMPROVEMENT: Mayor Pro Tem Davis read the agenda comments. Ms. Hruby noted that the Council requested community outreach workshop was held by the County in January 2019. She also noted that the Planning and Public Works Departments had been working together on the project to address all concerns and issues that had been raised with Green Advisory Committee on Environmental Sustainability reviewing it as well as supporting the project. Ms. Hruby also noted that this project will bring the lake up to the current Maryland Department of the Environment (MDE) standards and will increase the capacity of handling stormwater. Ms. Davis noted that Green ACES recommendation about tree removal. Ms. Hruby noted that it's defined in the permitting that trees must be flagged in advance of the removal. Mr. Putens expressed concern about the lack of notification to his Home Owners Association. Ms. Jan Kendrick, Prince George's County Clean Water Partnership, noted that community outreach was done by door-to-door notices and emails. She indicated that she will look into as to why his HOA didn't receive any notification on the project.

Ms. Pope moved that the Council approve the Greenbrook Lake Improvements Project. Ms. Mach seconded.

The motion passed 6-0.

UNIVERSITY SQUARE OUTFALL RESTORATION PROJECT: Mayor Pro Tem Davis read the agenda comments. Ms. Hruby noted that before construction that the residents were invited to a pre-construction meeting and that they also walked the site with discussion on concerns that were addressed by the contractor. She also noted that Green ACES is in support of the project. Mr. Roberts noted concerns about the number of trees that will be removed and opposition to the project. Ms. Joanna Smith, an Engineer with the Prince George's County Department of the Environment, Capital Improvements section, stated that the approval from the City is needed to continue the progress on the design for the project and to get permitting approvals from the Army Corps of Engineers, and Maryland Department of Environment not to start the project. She noted that the construction will begin in early July. There was a discussion on the process of holding a community meeting for public input, which will take place before construction, Ms. Hruby noted.

Ms. Pope moved that the Council supports the University Square Outfall Restoration Project preceding the construction contingent on a neighborhood resident walkthrough meeting. Ms. Mach seconded.

The motion passed 6-0.

STATE LEGISLATION: Mayor Pro Tem Davis read the agenda comments.

HB 82/SB 116 – Complete Streets - Access to Healthy Food: Mayor Pro Tem Davis read the agenda comments. Mr. Putens moved that the Council supports HB 82/SB 116. Mr. Byrd seconded. The motion passed 6-0.

HB 765/SB 914 – Magnetic Levitation Projects – Requirements: Mayor Pro Tem Davis read the agenda comments. Ms. Mach moved that the Council supports HB 765/SB 914 with an amendment to include Municipalities. Ms. Pope seconded. The motion passed 6-0.

HB 517/SB 460 – Pedestrian Safety Fund Act of 2019: Mayor Pro Tem Davis read the agenda comments. Mr. Putens moved that the Council supports HB 517/SB 460. Ms. Pope seconded. The motion passed 6-0.

SB 787/HB 1281 – Bikeways Network Program – Funding: Mayor Pro Tem Davis read the agenda comments. Mayor Pro Tem Davis moved that the Council supports HB 787/SB 1281. Ms. Mach seconded. The motion passed 6-0.

SB 713/HB 1020 - Wireless Facilities - Permitting and Siting: Mayor Pro Tem Davis read the agenda comments. Ms. Pope moved that the Council support HB 713/SB 1020. Mr. Putens seconded. The motion passed 6-0.

HB 654/SB 937 - Wireless Facilities - Installation and Regulation: Mayor Pro Tem Davis read the agenda comments. Mr. Byrd moved that the Council opposes HB 654/SB 937. Ms. Mach seconded. The motion passed 6-0.

SB 548 – Renewable Energy Portfolio Standard - Eligible Sources: Mayor Pro Tem Davis read the agenda comments. Mayor Pro Tem Davis moved that the Council supports SB 548. Mr. Putens seconded. The motion passed 6-0.

HB 961 – Renewable Energy Portfolio Standard - Tier 1 Sources: Mayor Pro Tem Davis read the agenda comments. Mayor Pro Tem Davis moved that the Council supports HB 961. Mr. Putens seconded. The motion passed 6-0.

COUNCIL REPORTS: Mayor Pro Tem Davis reported that the Maryland Municipal League Legislative Committee discussed the wireless industry bills sponsored by Delegate Dereck Davis.

Policy on Local Hiring in Landscaping Contracts: Mayor Pro Tem Davis read the agenda comments. Mr. Byrd requested that amendments be made to Section 2-38 of the City Code to require at least 20% of the work hours for landscaping contracts for Greenbelt resident's participation.

Ms. Davis noted that Prince George's County Municipal Association (PGCMA) will be voting on a resolution to recommend supporting County small and minority-owned businesses.

Mayor Pro Tem Davis moved that Council postpone this item until the next meeting to discuss both items the Policy on Local Hiring in Landscaping Contracts and the PGCMA resolution. Ms. Mach seconded.

The motion passed 6-0.

AMAZON HQ2: Mayor Pro Tem Davis read the agenda comments. Mr. Byrd moved that a resolution be drafted, noting Council opposition to the relocation of the Amazon HQ2 to Greenbelt and will not offer to spend any City funds on corporate subsidies for Amazon HQ2.

Mr. Roberts seconded. Mayor Pro Tem Davis read Mayor Jordan's comments that the proposal is premature and not in the best interest of the City. Ms. Mach, Ms. Pope, and Mr. Putens indicated that they agree with Mayor Jordan's comments. Mayor Pro Tem Davis noted that Amazon has not made an offer and agrees that it's premature. Mr. Roberts indicated that he disagrees and that the Governor is claiming that the development at the Greenbelt Metro Station is a part of the State Highway Plan he will share this information with the Council. Mr. Hartman, Gardenway, noted that he is in support of Mr. Byrd's motion and also noted that the Newseum in Washington, DC is looking for a new location, and maybe they'll come to the City. The motion failed 2-4. (Mayor Pro Tem Davis, Ms. Mach, Ms. Pope, and Mr. Putens)

Mr. Byrd moved to send a letter to the Prince George's County Council requesting that the County not offer funds to bring HQ2 to Greenbelt. Mr. Roberts seconded. The motion failed 2-4. (Mayor Pro Tem Davis, Ms. Mach, Ms. Pope, and Mr. Putens)

CITY POLICY/PRACTICE ON THE DISPOSAL OF POLICE SERVICE WEAPONS: Mayor Pro Tem Davis read the agenda comments. Given the time since Ms. Ard indicated that the Police Department asked for the Council's feedback on the City's policy on the disposal of police service weapons. Chief Bowers noted that the existing weapons need replacement, and the department was unable to locate the City's policy on trade-in or disposal of outdated police service weapons. Lt. Tim White noted that the department has two generations of weapons in its inventory. He explained the trade-in process with Atlantic Tactical, a law enforcement, military distributor.

Mr. Roberts moved that Council approve the destruction of old police service weapons and purchase new police service weapons. Mr. Byrd seconded. The motion failed 1-5. (Mayor Pro Tem Davis, Mr. Byrd, Ms. Mach, Ms. Pope, and Mr. Putens)

Mayor Pro Tem Davis moved that the Council's policy for service weapons that are no longer in service to be destroyed. Mr. Byrd seconded. The motion failed 0-6.

Mayor Pro Tem Davis moved that the Council's policy for service weapons that are no longer in service to be destroyed unless the City can find an entity that would safely and securely send the weapons to law enforcement or military agency. Ms. Mach seconded. The motion passed 5-1. (Mr. Roberts)

Chief Bowers noted that this will be implemented into the department's general orders.

COUNCIL ACTIVITIES: Council noted their attendance at the following events.

Maryland Municipal League Legislative Committee Meetings – Mayor Jordan and Ms. Davis
Greenbelt Homes, Inc. Board Meeting – Ms. Davis

Metropolitan Washington Council of Governments (COG) Chesapeake Bay Policy Committee
Legislative Advocacy Conference Call – Ms. Davis

City Manager's Meet and Greet at Schrom Hills Park – Mayor Jordan, Ms. Davis, and Mr. Byrd

Cub Scout Pack 202 Blue and Gold Banquet – Mayor Jordan and Ms. Davis
Hearing for HB 807 (Highway User Revenue Funds) in Annapolis – Mayor Jordan, Ms. Davis, and Mr. Byrd
Hearing for Maglev Bills – Mayor Jordan
Prince George’s County Public Schools Board Meeting – Mayor Jordan, Mr. Byrd, and Ms. Pope
Chesapeake Education, Arts and Research Society (CHEARS) Event – Mayor Jordan and Mr. Putens
Black History Month Program at Beltway Plaza – Mayor Jordan, Mr. Byrd, Ms. Davis, and Mr. Putens

MEETINGS: Council reviewed the meeting schedule.

Executive Session – March 6, 2019: Mayor Pro Tem Davis moved that Council schedule an Executive Session on Wednesday, March 6, 2019, at 8:00 p.m. in the Library of the Municipal Building. Council will hold this closed meeting in accordance with the General Provisions Articles 3-305(b)(1) of the *Annotated Code of the Public General Laws of Maryland* to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Ms. Pope seconded.

ROLL CALL: Mr. Byrd	-	yes
Ms. Davis	-	yes
Ms. Mach	-	yes
Ms. Pope	-	yes
Mr. Putens	-	yes
Mr. Roberts	-	yes
Mayor Jordan	-	absent

ADJOURNMENT: Ms. Mach moved to adjourn the meeting. Mr. Putens seconded. The motion passed 6-0.

Mayor Pro Tem Davis adjourned the regular meeting of Monday, February 25, 2019, at 10:55 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the regular meeting of the City Council of Greenbelt, Maryland, held February 25, 2019.

Judith F. Davis
Mayor Pro Tem Davis

BUDGET WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, April 17, 2019, to discuss Public Works and Capital Projects.

Mayor Jordan started the meeting at 7:40 p.m. The meeting was held in the Greenbriar Terrace Room, 7600 Hanover Parkway.

PRESENT WERE: Councilmembers Judith F. Davis, Colin A. Byrd, 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; David Moran, Assistant City Manager; Jeff Williams, City Treasurer; Jim Sterling, Director of Public Works; Brian Kim, Assistant Director of Public Works; Brian Townsend, Assistant Director - Parks; Jason Martin, Environmental Coordinator; Dr. Luisa Robles, Sustainability Coordinator; and Bonita Anderson, City Clerk.

ALSO PRESENT WERE: Susan Walker, Greenbelt Community Development Corporation; Nicole Williams and Bill Orleans.

Public Works

Mr. Sterling provided a brief overview of the reports he distributed to the Council before the work session. He reviewed the goals for the department with the highlights. Council then reviewed the Public Works section of the proposed budget page by page.

There was a discussion regarding bus stop improvements within this fiscal year. Mr. Sterling noted that Public Works was only completing one bus stop improvement this fiscal year and the additional funding was used to install electricity for two bus stops so that Metro could install display boards. Based on a question asked by Ms. Davis, Mr. Sterling responded that the additional bus pads are Americans with Disabilities Act (ADA) compliant and that is a cost that is built in to the Capital Project cost. Mr. Sterling advised Public Works reviewed 28 site plans for ADA improvements at bus stops in Greenbelt East and Franklin Park. He noted that these improvements are part of a Prince George's County grant program.

Mr. Martin demonstrated to the Council the GIS technology and video imagery software analysis. Mayor Jordan inquired about the timeframe of the comprehensive survey. Mr. Martin stated he will follow-up with the Council with that information.

Mr. Roberts inquired about the status of the crew to repair the sidewalks citywide. He indicated the City needs only a crew, and should not use a contractor. Mr. Sterling responded it is a challenge due to funding and when funding is available, the sidewalk repairs are a priority. Mr. Sterling noted that other municipalities, except for Bowie, use contractors instead of in-house personnel. Ms. Davis inquired about the number of additional personnel to create a small crew to repair the City's sidewalks. Mr. Sterling indicated five additional full-time personnel. Ms. Davis request that he check with Bowie on the salaries they offer their personnel.

There was a discussion regarding white line parking spaces and yellow curb painting. Ms. Davis stated the parking lines are too close to the curb cuts at the Post Office. Ms. Pope inquired about the status of the yellow curb painting on Lakecrest Drive. Mr. Sterling noted he would follow up with Ms. Davis regarding the curb cuts at the Post Office. He stated the work would start this

summer regarding Lakecrest Drive.

Mayor Jordan inquired about maintaining the traffic circle and curb cuts across from the Metro Station Drive entryway to allow for a cyclist to cut over to the sidewalk. He also asked were there any recommendations and plans for the upcoming year. Mr. Sterling explained that the area Mayor Jordan is referencing is designed that way.

Dr. Robles noted the City renewed its Maryland Smart Energy Community (MSEC) designation. Mayor Jordan inquired about the status of the solar farm and location. Mr. Sterling stated that the City is currently working on the confidentiality agreement and Power Purchase Agreement (PPA). The project is scheduled to be completed in the spring of 2021.

There was a discussion about the awareness for participation in Earth Hour organized by the World Wildlife Fund to generate awareness of energy consumption. Ms. Davis provided alternatives for advertising the event. Dr. Robles noted that she would consider that for next year.

Based on a question asked by Ms. Davis, Mr. Sterling stated that the Public Works is in the process of securing the charging station and there are funds allocated in the Capital Projects Funds to match the grant that was received. He noted the electric vehicle was purchased with the grant money.

Dr. Robles provided a demonstration on the solar Edge App System, which was implemented in January 2019. Next year they will be able to show a comparison of past and the current year. Mr. Townsend reviewed the celebration of the National Public Lands Day event at Dora Kennedy French Immersion School where Public Works installed a Native Pollinator Garden and mulch to cover eroded soil to reduce stormwater run-off and provided a safe play area. Ms. Pope requested mulch for Springhill Lake Elementary.

Ms. Davis inquired about the installation of recycling bins on the opposite side of the lake (backside). Mr. Sterling indicated the ways of improving recycling and that the Master Plan addresses the recycling/trash bins.

Ms. Davis inquired about a listing of all the landscaping contractors. She noted the last time Council received a list was 2010. Mr. Williams advised he would provide Council an updated list.

Mr. Putens left at 9:06 pm.

There was a discussion regarding tracking park permit violations.

Ms. Mach inquired about the gym ceiling at the Community Center. Mr. Sterling noted that there are many water leaks in that area. He stated renovation was done back in 1994 to the roof and it is in need of replacement.

Mayor Jordan inquired about the patchwork roof at the Youth Center. Mr. Sterling noted that Public Works is covering the existing skylights.

Mayor Jordan asked about the status of the Old Greenbelt Theater HVAC project. Mr. Sterling

noted that the project start date is June 3rd and the occupants' last day will be June 2nd. Ms. Davis requested a checklist on the progress of all the projects.

Based on a question asked by Mayor Jordan, Mr. Townsend advised that on National Public Lands Day, Public Works did a lot of clearing near the playground area at Dora Kennedy French Immersion School. He noted Public Works has maintained the area since last fall.

Mr. Sterling indicated there weren't any changes with additional staffing, however, the additional responsibilities of maintaining Greenbelt Station South Core right-of-ways and park areas will require the Department to take on additional responsibilities when they come online. Based on a question asked by Mr. Orleans, Mr. Sterling noted that the City has provided the bus ridership data to the County. Mr. Orleans requested that Council direct Staff to do so.

Capital Projects

Council then reviewed the Capital Project section of the proposed budget page by page. Mr. Moran indicated the prioritization process of the projects.

Based on a question asked by Mayor Jordan, Mr. Sterling provided Council a breakdown of the Lake Dam Project. He noted the start date for the project is after July 4th.

Ms. Davis inquired about the locations of the bus shelters slated for repairs. Mr. Sterling advised the next bus shelter that will be built would be across from Hunting Ridge. He noted that Public Works is scheduled to build two bus shelters next year. Ms. Davis suggested the bus shelter in the median of Greenway Shopping Center.

There was a discussion regarding the CDBG fund expenditures. Mr. Sterling noted the top half of Breezewood Drive is currently being resurfaced and that the lower half of Breezewood Drive would be done with additional CDBG funding. Ms. Davis inquired if CDBG funding could be used for Cherrywood Lane. Mr. Moran explained the funding process and phasing for that particular street. He noted that there could potentially be a change in the CDBG eligibility. Ms. Pope requested that staff move forward with contacting State Highway Administration to proceed with the design for the intersection improvements on MD 193 and Lakecrest Drive which she said is a dangerous intersection.

Mayor Jordan inquired about whether permitting would be needed for the renovation of the former Makerspace for the temporary use by the Friends of Old Greenbelt Theatre (FOGT). Mr. Sterling noted it might be necessary depending on the extent of the renovation.

There was a discussion regarding the Building Reserve Fund Study.

Informational items were discussed.

The meeting ended at 10:59 p.m.

*Respectfully submitted,
Bonita Anderson
City Clerk*

BUDGET WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, May 20, 2019, to review the Green Ridge House section of the Proposed FY 2020 Budget.

Mayor Jordan started the meeting at 7:36 p.m. It was held in the Dining Room at Green Ridge House, 22 Ridge Road.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Leta M. Mach, Silke I. Pope, Edward V.J. Putens, Rodney M. Roberts, and Mayor Emmett V. Jordan.

Staff members present were Nicole Ard, City Manager; David Moran, Assistant City Manager; Joyce-Marrel Kolenky, Green Ridge House Service Coordinator; Christal Batey, Community Resource Advocate; and Bonita Anderson, City Clerk.

Also present were Kim Potts and Patty Ramsburg, Community Realty Company.

Council reviewed the Green Ridge House section of the budget. Mayor Jordan read the accomplishments for FY 2019.

Ms. Davis inquired about the survey comments regarding the smoking area and in-house smoking complaints. Ms. Potts stated that she handles and investigates all complaints on in-house smoking. Based on a question asked by Ms. Davis, Ms. Batey noted that there was some residents participated in the Smoking Cessation Program and that some of the participants did quit smoking while others did not.

Ms. Pope inquired about the status of the elevator upgrades. Ms. Potts provided an update on the phases. She noted that phase one, which consisted of the interior of the elevator, took three years to complete. The contractor was in the process of replacing all of the original parts and lifts. Ms. Potts stated that she has called the State to schedule a time to have the elevators inspected.

There was a discussion regarding the commercial kitchen. Ms. Potts explained that the kitchen is still being used the same way and that no one has taken the classes to obtain a food service license. She further explained that Ms. Marvel runs the kitchen three times during the week and that the County provides lunches as well.

Mayor Jordan noted that Green Ridge House had just completed a 20-year rental agreement with the US Department of Housing and Urban Development (HUD). Ms. Potts stated that the paperwork is in the review process. Based on a question asked by Mayor Jordan, Ms. Potts advised that the market rent would be approximately \$1,290.00 per month. She does not know the exact amount because she had not received the paperwork back from HUD.

There was a discussion regarding parking. Ms. Davis stated that 52 residential parking spaces require a parking permit. Ms. Potts noted that one parking space is designated for an employee, and two are for visitors.

Ms. Davis inquired about the behavioral services that are provided. Ms. Batey explained that the City received a grant through the Maryland Department of Aging and that Ms. Glenda Willis, Greenbelt CARES, is a licensed therapist who provides services at Green Ridge House.

There was a discussion regarding the five vacant units. Ms. Potts stated that the units would be vacant until Green Ridge House receives paperwork from HUD. She also explained that when the Green Ridge House designation changes, she will send out a notification to everyone that does not qualify for this facility and provide a website on other housing opportunities that they might be eligible for housing. Based on a question asked by Mayor Jordan, Ms. Potts stated that 80% of the people on the waitlist would not qualify.

Council then reviewed the Green Ridge House section of the proposed budget page by page.

Based on a question asked by Ms. Pope, Ms. Potts stated that the education expense increased due to the number of classes that the staff had attended. She noted that the engineer's licenses had increased.

Ms. Davis inquired about the \$25 pet fee income. Ms. Potts explained that it was a deposit that previous residents who owned a pet had to pay and that it will be changing. She stated that residents would be refunded the \$25, along with their security deposit if there were no damages to the unit. Ms. Potts noted that the pet fee increased to a \$200 deposit with a monthly fee of \$25. She explained that the increase was due to the damage that had been caused by pets.

Ms. Mach inquired about the pet policy. Ms. Potts stated that residents are limited to one animal, dog, or cat, under 20 pounds.

Ms. Pope and Mr. Roberts both stated that the \$25 per month pet fee is expensive. Mr. Roberts agreed that there should be a deposit, but not a monthly fee.

There was a discussion regarding social activities. Ms. Pope inquired about line dancing. Ms. Potts and Ms. Batey noted that no resident interest was shown. Ms. Potts stated that the residents still have their Wii bowling league. Ms. Davis inquired about the ceramics class. Ms. Davis suggested that Ms. Potts get in touch with Ms. Nicole DeWald, Arts Manager, to create a ceramics class and to find a teacher. Mr. Byrd suggested having portraits of the residents that can be displayed and for the residents to have for personal use for their families. Ms. Potts stated that she provides disposable cameras for the residents to take random pictures. She stated that she would get the pictures developed and display them in the Community Room.

There was a discussion regarding transportation. Ms. Potts stated that most residents drive, carpool, or contact Metro Access or Greenbelt Connection.

Ms. Fowler, Social Director for the Residents Association, stated that two activities were canceled when planning the social activities. Residents could not afford the increased prices to Toby's Dinner Theater and the Spirit of Washington. She requested an increase in the budget to include another social activity. Based on a question asked by Mr. Byrd, Ms. Fowler noted that an extra \$2,000 - \$5,000 would be enough to attend the activities.

Council noted that they were all in favor of the increase in the social activities budget. Ms. Davis stated that the increase could go towards the ceramic's teacher as well.

There was a discussion regarding recycling. Ms. Davis suggested that Ms. Luisia Robles, Sustainability Coordinator, assist with giving a tutorial and explain what is recyclable. A

resident at Green Ridge House indicated that the recycling workshop should be mandatory and that every resident should attend.

Ms. Batey provided the Council with an overview of the Green Ridge Resident Survey. She mentioned that the residents were satisfied with their units, the neighborhood here in Greenbelt, and the management of the property.

There was a discussion regarding the parking lot safety. A resident at Green Ridge House stated that some residents do not feel safe in the parking lot and feel a little anxious about things that are going on in the community. Ms. Fowler mentioned that strange individuals come from the rear of the building. Ms. Davis suggested that Mr. George Matthews, Police Information Officer, go out and talk about personal and auto safety to the residents.

Mr. Orleans asked and was provided answers to several questions.

Information items were discussed.

Council thanked everyone for attending.

The meeting ended at 9:00 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

WORK SESSION of the Greenbelt City Council held Monday, July 22, 2019, to meet with the Greenbelt Homes, Incorporated (GHI) Board of Directors.

Mayor Jordan started the meeting at 8:00 p.m. It was held at Greenbelt Homes, Inc., 1 Hamilton Place, Board Room.

Also, present were Stefan Brodd, Tamil Watkins, Bill Jones, Chuck Hess, Steve Skolnik, Ed James, Linda Warren, Stephen Holland, Sue Ready, Greenbelt Homes, Inc. Board Members; Eldon Ralph, GHI General Manager; Kathleen Gallagher, News Review; and others.

Present were Councilmembers Judith F. Davis, Leta M. Mach, Colin A. Byrd, Silke I. Pope, Edward V.J. Putens, Rodney M. Roberts and Mayor Emmett V. Jordan.

Staff members present were Nicole Ard, City Manager; Terri Hruby, Planning Director; and Bonita Anderson, City Clerk.

Mayor Jordan opened the meeting. There were introductions.

Mr. Skolnik, President of the GHI Board requested that GHI chair the meeting. The City Council was in favor.

Mr. Andrews, resident of GHI presented to the Board and Council his issue with WSSC that occurred during a renovation project at his home. He submitted his issue to Council.

Mr. Skolnik provided background on WSSC's proposal to replace water supply and sewer pipes for GHI's masonry units. GHI is still interested in holding discussions with WSSC and reviewing any designs proposed by WSSC. Mr. Roberts noted this has been an ongoing situation for over 10 years and health concern issue to the residents of GHI. Both Mayor Jordan and Ms. Pope noted that the City is in support of assisting GHI with sending a letter to WSSC. Mr. Byrd noted his concerns about the draft joint letter. Mr. James noted the financial burden with WSSC issue.

Mr. Skolnik inquired about an update on the proposed Prince George's Zoning Re-write Project. Ms. Hruby noted the neighborhood study would kick off September 2020; County Council is actively reviewing the proposed language. The Planning Department will provide an update to both GHI and City Council on the project.

Mr. Skolnik inquired about a joint opposition to the proposed Maglev/Hyperloop Project. Mayor Jordan noted that Hunting Ridge will be hosting a meeting on the proposed project on August 8. He also noted the proposed widening of BW Parkway and 495 Beltway meeting he attended and opposition to Governor Hogan's approach with traffic relief. Mayor Jordan referred to Ms. Hruby who noted that there has not been any new information to the widening project and the City is following the project closely.

Ms. Davis noted citizens groups who have a petition and that she will provide GHI with information on the group. Mr. Roberts noted the effect the widening project will have on the City entirely.

Regarding the status of the MOU on right-of-way encroachments issues, the City's planning department made some amendments, will forward them to the City Council for input and submit them to GHI.

Mayor Jordan noted the playground improvements pending review and comments from GHI on move to honor NASA Goddard's 60th Anniversary. The design of the playground space is up to GHI and the City. There will be a joint meeting of GHI and the Parks & Recreation Advisory Board.

Mr. Skolnik noted the drainage problem affecting courts at 33 Ridge Road, 56 Crescent Road, and 1 Gardenway and propose a joint effort with the City to address the problem. Mayor Jordan noted the various previous and ongoing stormwater projects and possible collaboration. There was discussion about a flooding issue in the rear of Mr. James's yard. Ms. Davis noted that with climate change occurring there are extreme storms that cannot be handled by Ridge Road. GHI is seeking partnership on a larger project with the City. Mr. Skolnik proposed revisiting GHI's Stormwater Task Force for solutions.

Mr. Skolnik inquired about the status of the City survey on the pathway lighting in the park between the Courts at 11 and 13 Ridge Road. Mayor Jordan asked that GHI revisit their survey by updating it again with the residents. Board members noted research on lighting and possible vandalism.

Mr. Skolnik asked the City for an update on the welcome sign at Southway. Mayor Jordan noted the City's comments. Ms. Hruby noted the approved design and that staff had evaluated having Public Works provide demolition and landscaping.

Mr. Skolnik inquired about the placement of bicycle racks within the City. Mayor Jordan noted that the City is seeking creative ways on funding for racks and explained sponsorship. He also noted the City's bicycle and pedestrian task force and their suggestion on upgrading existing bicycle racks. Ms. Davis provided the board with background on the City's proposed initiative (Adopt-a-Rack). Ms. Watkins noted her position on GHI's bicycle and pedestrian task force and the need for repair stations. Mr. Hess recommended GHI and the City work together with bicycle rack placements.

Mr. Skolnik inquired about the status of electric charging stations in the City. He noted that GHI has two residents with privately owned charging stations and some residents charge at their homes. There was discussion about whether the charging station at the Municipal Building and that it is underutilized since the implementation of rates. The City will revisit.

Mr. Skolnik inquired if the City is interested in providing internet service to residents of the City. Mayor noted that the City is looking into internet service. He also noted the locations in Greenbelt with public Wi-Fi.

Mr. Skolnik mentioned GHI members' complaints about deer. Mayor Jordan noted that the City's Police, including Animal Control, are researching deer control methods. There was a

discussion on a potential dart contraceptive. Ms. Ready noted that NASA Goddard has solved their deer problem.

Mayor Jordan noted a poison ivy problem and that the City provided GHI with the Sustainable Land Care Policy. Mr. Ralph provided an update on GHI's pest control in general. GHI has a licensed contractor to perform services. Ms. Davis inquired about GHI's policy on pesticides and herbicides. Mr. Ralph indicated that if there is a pest issue outside, residents are notified before treatment.

In response to a Council question, Mr. Skolnik noted that there are 13 approved rentals with occasional extensions in GHI. He also confirmed that there are 44 units on the market. Ms. Davis inquired about a unit that was purchased and rented right away. Mr. Ralph explained that particular rental was not approved. Mayor Jordan inquired about any anticipated assessment appeals. Mr. Skolnik confirmed that GHI had an attorney provide a seminar for members who needed to file an appeal about their assessments.

The meeting ended at 10:19 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL Monday, February 3, 2020, on the Beltway Plaza Redevelopment – Preliminary Plan on Subdivision.

Mayor Byrd started the meeting at 8:01 p.m. The meeting was held in the Council Room of the Municipal Building.

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

Staff members present were: Nicole Ard, City Manager; Molly Porter, Community Planner; Charise Liggins, Economic Development Coordinator; and Bonita Anderson, City Clerk.

Also present were: Matt Lincoln and Alex Villegas, Rodgers Consulting; Mike Lenhart, Lenhart Traffic Consulting; Kap Kapastin, Quantum Companies; Keith Chernikoff, Advisory Planning Board (APB); Konrad Herling; Marty Gavin, Senior Citizens Advisory Committee (SCAC); Rohanie Bacchus, Bill Orleans, and others.

Ms. Porter provided Council with an update on the comment response from the January work session. She addressed the transportation comments which consisted of a Traffic Impact Study (TIS). Ms. Porter noted that the TIS doesn't include all pertaining intersections. Ms. Porter noted there is a cost cap, and that the Planning staff met with the Prince George's County Transportation staff, the State Highway Administration staff and the applicant to examine bicycle and pedestrian access adequacy.

There was a discussion regarding the housing options. Ms. Porter stated staff recommends that 25% of the total dwelling units should be for-sale units but no less than 15%. Mr. Putens suggested the recommendation should be no less than 25%. Ms. Mach agreed with Mr. Putens regarding a 25% diverse housing type. She noted that cooperative housing is extremely affordable. Based on a question asked by Ms. Davis, Ms. Porter stated that enforcement of the 25% diverse housing would be through an MOU.

Based on a question asked by Mr. Jordan, Ms. Porter stated the sidewalk on the western side of Cherrywood Lane would be completed from Greenbelt Metro Drive down to the driveway to the drug store. She noted that the requirement is for the sidewalk only, not the elements of the Cherrywood Lane Complete Greenstreet project.

There was a discussion regarding the roundabout by Street B. Mr. Chernikoff, chairman of APB, explained the modification to the area where Wendy's is currently located as an incentive to the City. He noted the recommendation to revise the additional usable open space on Parcel 26 by removing the residential component from the parcel and providing a green roof over the existing parking that would be accessible to the public.

Ms. Marty Gavin, Senior Citizen Advisory Committee, noted some suggestions from Riderwood Senior Community, as well as shuttle buses for transporting the seniors from one side of the City to the other to patronize the Plaza. She explained the need to knit the buildings together. Ms. Gavin recommended types of restaurants and dietary restrictions for seniors and swimming options. She requested additions and conditions. Ms. Davis commented that she had great ideas

but Riderwood is a community in itself and that this proposed project is not just for senior housing.

Ms. Mach noted that she recommended a shuttle to operate throughout the City. Mr. Jordan stated that it was a great idea to have a shuttle to retail to make it seamless for residents to shop.

Mr. Lincoln provided highlights of the revised proposal. He explained the breakdown of the Breezewood district, which is multifamily units, and how Franklin Park Apartments residents would find a parallel way to the center. He explained the parking structure was comprised of above and ground-level parking. Mr. Lincoln noted that the plan hasn't increased the housing component. He stated that the proposed project provides a walkable and bikeable community. The recommendation is to improve that area with sidewalks and additional pedestrian connectivity. Mr. Lincoln advised that as the project is phased there is connectivity and a larger pedestrian gateway. He explained that the mixed-use development would allow retail at the bottom of the building and housing above the retail. He mentioned some of the amenities that will be provided include swimming pools, a fitness center, and Wi-Fi Cafes.

Mr. Jordan inquired about the lighting. Mr. Lincoln replied that there would be lighting around the perimeter of the property, which will be publicly maintained. He stated that the inside of the property lighting would be privately maintained and owned.

Based on a question asked by Ms. Davis, Mr. Villajas noted that the parking would be above ground.

Ms. Mach inquired about the existing stores being a part of the proposed plan. Mr. Lincoln noted that the small retail stores will be in and around but can't advise which stores will be at the Plaza.

Ms. Pope expressed gratitude for the visual presentation and she noted that she was in favor of inclusionary zoning. She noted that development would support senior housing and workforce housing.

Based on a question asked by Mr. Jordan, Mr. Lincoln advised that the roadway would be an impervious surface throughout the development. Mr. Jordan asked about the comparison of the proposed project to others, for example. Prince George's Plaza, which has residential surrounding the retail. Mr. Lincoln noted that the developers were providing residential which is an anchor of the lifestyle centers.

Ms. Davis inquired about the stormwater management requirements. Ms. Porter noted that the County would provide the requirements. Ms. Davis suggested more medical centers, clinics, and daycare. Ms. Mach suggested a cooperative childcare center. Ms. Davis also inquired about street naming and incorporating historic names into the plans. She also expressed concern about tall buildings close to the roadway.

Mr. Jordan noted the access roadway would provide for bicycle usage. There was a discussion on the gas station parcel, which is not a part of the proposed plan. Mr. Lincoln showed a proposed modification for site access. Mr. Jordan noted that the area needs to be pedestrian accessible for Greenbelt Station residents.

Mr. Chernikoff inquired about the restaurant visualization. He advised there is a layout similar in Virginia and that this will be a focal point for the proposed plan.

Mr. Herling expressed concerns about developing a community without inclusionary zoning for workforce housing. Ms. Porter noted that this was not included in the new guidelines; however, there was a condition in the MOU that was agreed on in the event inclusionary zoning becomes available at the County level.

Ms. Davis stated the inclusionary zoning was being discussed at the County level.

Mr. Orleans stated that Rodgers Consulting should participate in the City Council visionary work session. He advised he would be in favor of a shuttle. Mr. Orleans noted there was no access for emergency vehicles. He provided a timeline of the proposed future of the City's redevelopment and the lack of connectivity.

Mr. Mason Nelson, attorney for Franklin Park Apartments, noted that there is a disconnect on the access points to Greenbelt Road, that County staff just rejected the plan, the plan was filed too late with the County, and the process was moving too fast.

Based on a suggestion made by Ms. Davis, Ms. Porter advised she would add buses to the conditions during the Conceptual Site Plan.

Mr. Putens wants to resolve the conflict with the current plans. He stated he has a concern about the sloped area of the development. Mr. Villegas advised the Master Plan Trail is proposing to connect that area.

Mr. Jordan inquired about Berwyn Heights's input. Mr. Kapastin noted Berwyn Heights provided two comments regarding the safety of residents crossing Greenbelt Road and environmental concerns.

Ms. Mach requested adding that the shuttle goes to Roosevelt Center under the proposed condition.

Ms. Davis noted that there is only one tot-lot and suggested that the property needed more. She also requested that every Detailed Site Plan that comes forward has a list of Council's conditions and recommendations. Ms. Porter stated that the current conditions will be valid going forward and any additional conditions that are agreed upon between the City and the applicant would be listed separately. Ms. Davis requested that elevated walkways could be included as a recommendation.

Ms. Bacchus's concern was there needs to be additional recreation for seniors.

Informational Items

Ms. Davis inquired about the scheduling of the ACE awards. Ms. Mach explained that the focus should be on the awards ceremony. Mr. Jordan agreed with Ms. Davis to have a work session after the ACE awards.

Ms. Davis suggested having stakeholder meetings on Saturdays, as well as budget work sessions. She noted that budget work sessions for Public Safety, CART, Recognition Groups, and Recreation could be held on Saturdays.

Ms. Pope suggested emailing questions and comments ahead of budget work sessions.

Mr. Putens has concerns about the ownership of parcels near Beltway Plaza. He requested a copy of a past court decision on a case regarding piece-mealing at Greenbelt Metro Station. Ms. Mach noted that she has the case summary that Mr. Putens requested.

Mr. Jordan moved that Council hold a Closed Session on Monday, February 10, 2020, at 7:00 p.m., in accordance with the General Provisions Article, Section 3-305(b)(9) of the Annotated Code of Public General Laws of Maryland to discuss collective bargaining negotiations between the Fraternal Order of Police Lodge 32 and the City.

Ms. Davis seconded.

ROLL CALL:

<i>Ms. Davis</i>	<i>- Yes</i>
<i>Mr. Jordan</i>	<i>- Yes</i>
<i>Ms. Mach</i>	<i>- Yes</i>
<i>Ms. Pope</i>	<i>- Yes</i>
<i>Mr. Putens</i>	<i>- No</i>
<i>Mr. Roberts</i>	<i>- Absent</i>
<i>Mayor Byrd</i>	<i>- No</i>

The motion passed 4-2 (Mayor Byrd and Mr. Putens opposed).

Mr. Byrd requested an email on calendar changes.

Ms. Ard reminded Council, on behalf of Mr. Moran, if Council had any edits and comments regarding the letter, please submit them.

The meeting ended at 10:14 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, March 2, 2020, with Hanover Parkway Bikeway Feasibility Study.

Mayor Byrd started the meeting at 8:01 p.m. The meeting was held in Room 201 of the Community Center.

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

Staff members present were: Nicole Ard, City Manager; Terri Hruby, Director of Planning and Community Development; and Bonita Anderson, City Clerk.

Also present were: Brain White, Sabra & Associates; Rohanie Bacchus, Greenbelt East Advisory Coalition (GEAC); Marty Gavin, Senior Citizens Advisory Committee (SCAC); John Campanile, Kevin Fisher, and Bill Orleans.

Ms. Hruby provided a brief background history of the Hanover Parkway Bikeway Feasibility Study. She explained that in November 2017 the City was awarded a grant from the Maryland Department of Transportation Bikeway Program for the Hanover Parkway Bikeway Feasibility Study and Design Plans Project. She mentioned that the project includes the Hanover Parkway corridor and 30% designs of the bicycle facilities in a priority area.

Mr. White provided a PowerPoint presentation.

Mr. White stated the project spans from 1.9 miles just south of Greenbrook Drive to past the Spellman Overpass. He mentioned that the project would maintain all the trees and minimize the impacts on on-street parking. Mr. White presented two options. Option A - On-road bike lanes, consisting of a road diet (take away one or more lanes and replacing them with non-vehicular lanes), with two on-road projected bike lanes. Mr. White explained that the bike lane protection was median to curb, and it was plant and grass filled. Mr. White noted that Option B is a 10-foot path. He stated that the trail is either against the curb or behind the tree line, depending on the placement of the roadside trees.

Mr. White advised the impacts of both options were minimal. There would be traffic impacts on side streets south of Hanover Parkway at Greenway Center Drive with Option A. Mr. White explained that both options there would require stormwater mitigation.

Mr. White commented that there was good community feedback and a strong preference for Option B. He noted there was a strong desire for more connections across Hanover Parkway, particularly between Ora Glen Drive and Greenbelt Road.

Mr. Roberts inquired about the off-road design north section of Greenbelt Road up towards Hanover Parkway. Mr. White responded that the trail would be between the Bradford Pear trees and the curb and then there would be a shallow depth retaining wall next to Eleanor Roosevelt High School. Mr. Roberts stated he liked the off-trail option, it's safer for the bikers to use, and recommended a pervious road. Mr. Jordan noted the Bradford Pear trees are in poor health condition.

Ms. Davis requested two detailed cost plans for pervious and non-pervious roads.

Based on a question asked by Ms. Davis, Mr. White noted that the on-road trail would be only on the east side of Hanover Parkway at Greenbelt Road.

Ms. Mach noted that she was leaning towards the off-road design because it would be safer. She stated that personally the on-road design wasn't safe.

There was a discussion regarding the cost of the design. Mr. White explained that Option A cost between \$300,000 to \$900,000 due to the signing and marking, trail construction, stormwater management, maintenance of traffic, trail/sidewalk ramp reconstruction, and bike lane protection. Option B cost \$750,000 due to signing and marking, trail construction and excavation, stormwater management, trail/sidewalk ramp reconstruction, and low retaining wall. Mr. White stated to budget for \$3,000 per year maintenance.

Mr. White explained the next steps, including obtaining funds for the final design and permitting. He mentioned there were state grants available, a Bikeway Grant, through the State Highway Administration.

Ms. Davis noted that the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES) suggested a hybrid trail a trail that is on road from Greenbelt Road to Mandan Road with concrete stripes and off-road on the south side.

Ms. Bacchus noted that the GEAC recommends Option B and inquired about the trail not going to Good Luck Road. Mr. White stated the City requested design services that stopped at the trail at Schrom Hills Park. Ms. Hruby stated it was a funding issue, and there are already existing trails buffers that provide bike and pedestrian trails along Good Luck Road. She also stated it will be addressed but not in this phasing of the project.

Ms. Gavin suggested having a protector lane between drivers and the bike lane and to slow down the speeding vehicles. She complained about the speeding on Hanover Parkway. Mr. White noted that the City could proceed with Option B and add in the road diet to slow the traffic.

Mr. Campanili, 15 S Laurel Hill Road, noted that he worried about pedestrian safety due to speeding cyclists. He asked that a sign requesting cyclists give a warning before passing pedestrians on the trails to be posted.

Mr. Jordan noted that he is more in favor of Option B.

Ms. Mach inquired would there be a separate sidewalk for pedestrians and the bike lanes. Mr. Jordan noted that pedestrians typically walk on the western side of Hanover Parkway and the eastern side is underutilized. Ms. Davis advised the trail will be a hiker/biker trail and it would be used for both.

Ms. Davis noted that she was in favor of Option B.

There was a discussion on placing Option B on an upcoming agenda.

Informational Items

Mr. Jordan stated that he would like to expand the Enterprise Zone down Edmonston Road to the HUB Zone. Ms. Hruby stated staff is investigating the proposal and would engage to see if the enterprise zone could be expanded.

Ms. Davis noted that she found a 2007 letter from the Maryland Department Transportation (MDOT) that states the MDT has a long-term lease agreement from 2013 to the parking facility at the Greenbelt Armory. She stated the letter further stated that if the City wanted to make any changes, the City needed to contact MDT. She inquired was the lease agreement renewed.

Ms. Davis stated that she located the City's social media policy and inquired if Mr. Pounds would follow-up on the policy. She requested an updated policy be distributed to Council.

Ms. Davis noted that at the last Four Cities Meeting, the City of Greenbelt's had speed cushions. She requested that Planning Staff inquire what a speed cushion is. Mayor Byrd noted that speed cushions are for firetrucks.

Ms. Davis provided Ms. Ard an article regarding the review of the Greenbelt Homes Inc. (GHI) and the City of College Park visioning session in 2008.

Ms. Davis requested the results of the Public Works Telephone Pole Survey that was conducted around the City. Ms. Ard stated she would send the follow-up information.

Ms. Davis gave a brief report on the Prince George's County Environmental Forum that was held in February 2020.

Ms. Ard advised that she wanted Council to have the opportunity to comment on a letter, regarding street light legislation from Delegate Carr. She stated that Mr. Moran needed the comments back by tomorrow, so the letter could be sent out. Ms. Davis noted she sent in her reply. She advised of another letter that should not be sent out regarding the Baltimore - Howard County Bill, Community Parks and Playgrounds, which had been withdrawn.

The meeting ended at 9:37 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Tuesday, March 11, 2020, to meet on the Small Cell Procedures and Policy Review/Memorial Wall Piece.

Mayor Byrd started the meeting at 8:00 p.m. The meeting was held in Room 201 of the Community Center, 15 Crescent Road.

Present were: Councilmembers Judith F. Davis, Emmett V. Jordan, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts, and Mayor Colin A. Byrd.

Staff present were: Nicole Ard, City Manager; David Moran, Assistant City Manager; Todd Pounds, City Solicitor; Terri Hruby, Director of Planning and Community Development; Dale Worley, Director of Information Technology; Beverly Palau, Public Information and Communications Officer; and Bonita Anderson, City Clerk.

Also present were representatives: Joe Van Eaton, Best Best Krieger(BBK), and Shawn Thompson, CTC Technology and Energy (Telephonically).

COVID-19 Update

Ms. Mach indicated that the City should consult with the Advisory Committee on Education (ACE) on the upcoming awards ceremony. Ms. Ard provided Council with an update on the recent events of the COVID-19 pandemic and the recent closing of Eleanor Roosevelt High School (ERHS). Mr. Worley noted the Mayor of D.C. declared the State of Emergency and a Public Health of Emergency for the District of Columbia. Mr. Jordan requested an update tomorrow morning on the status of the City.

There was a discussion on canceling the ACE Educators Awards and other events until the end of the month. Both Mayor Byrd and Ms. Pope recommended that the City cancel the ACE Educator Awards. Ms. Ard stated that she would follow-up with the Council on the next day and departed the meeting.

Small Cell Procedures and Policy Review

Ms. Davis inquired about the options the City has for the Ordinance Guidelines Creation by the City or the County. Mr. Pounds noted that the Planning Department would provide Ordinance Guidelines that need to be updated. Ms. Davis noted that inspections during placement need to be done. She noted other asthenic updates.

Ms. Palau noted the City has been working with Best Best Krieger (BBK) for over 30 years and asked BBK to draft the City's Small Cell Ordinance, design specifications, and the application. She stated the City contacted CTC Technology and Energy to oversee City's Small Cell Process. Ms. Palau advised that staff had met with CTC, and CTC had provided the City with a three-part proposal. Based on a question asked by Ms. Davis, Mr. Van Eaton noted that the City ordinance deals with City rights of way with short standards.

Mr. Van Eaton provided a breakdown of the ordinance process. Mr. Pounds inquired if the City could adopt the County ordinance contingent on modifications. Mr. Van Eaton noted concerns with Mr. Pounds' recommendations and that County made a policy choice to allow small cells in residential neighborhoods, and it's not reflected in the current proposal.

Mr. Van Eaton noted that the communication companies would have to get zoning and building permits first from the County before the company applies to the City. The following language provided in the County's ordinance protects the City's rights: (g) Municipal Ordinances. (1) The provisions of Section 5A-159 do not alter the authority of any municipality to regulate small wireless facilities in its right-of-way or preempt the adoption or operation of any ordinance enacted by a municipality to regulate small wireless facilities within its municipal right of way. (2) A municipality that enacts an ordinance to regulate small wireless facilities within in its municipal right-of-way, or amends an existing ordinance to regulate small wireless facilities within its municipal right-of-way, shall file a copy of the ordinance with the FCC Coordinator.

There was a discussion about CTC's proposal. Ms. Palau noted the request is a three-part proposal. She explained that the first part is to review the documents, consider the information that Mr. Van Eaton had mentioned and create the documents the City needs to go forward. Ms. Palau stated the cost would be \$8,000. Mr. Thompson explained that the company would provide a complete review of the City's ordinance and application and suggest any changes to protect the City's rights. He noted that the company could make the applications public and that there are many opportunities to fine-tune the ordinance. The City has a great structure currently. It has been expressed to the company that there should be some mechanism for public review of applications and will suggest changes that would allow for a public review process; to stay on track with the rigid FCC timelines. Mr. Thompson advised it is of utmost importance that the City adheres to the timelines, or risk losing having any say in the matter. CTC is well aware of the timelines and knows how to extend the timelines when applications are incomplete. This type of expertise is not available within City staff at this time.

Mr. Jordan inquired about the cost and terms of the proposal. Mr. Thompson provided the cost for the time and materials under task three, and those steps are not yet defined. Task 1 of the proposal. The cost of Task 1 is \$8,500 and would be money well spent. Upon completion of this task, the City will work with BBK attorneys to make the necessary changes to the wording of the ordinance, application, and any other legislation, which might be needed. As for the review of each application, the amounts differ depending on the type of application. The FCC has limited the amount the City can charge for applications, but the City would be allowed to file for the recovery of costs.

Based on a question asked by Ms. Davis, Mr. Van Eaton stated a public hearing is not required. Ms. Palau noted there would be a public review, but not a public hearing due to the time restraints.

Based on a question asked by Mr. Putens, Ms. Palau noted the contract is annual, but the first task is one-time-only. Ms. Hruby explained the cost, the first phase is a set price, the second phase is per hour, and there isn't a cost to the City in the third phase, because the City would recoup the fee back in the application process.

Mr. Putens asked if the City needed a special meeting to meet the timeframe for the design manual. Mr. Thompson noted that the design manual would take three months to design.

There was a discussion on the process of preparing the ordinance and the design manual.

Mr. Jordan inquired about managing the distance of the cell tower. Mr. Van Eaton noted that the facilities area coverage is 500 to 1000 ft.

There was additional discussion on small cell placement on the roadway. Mr. Putens inquired about an MOU with the State or County on the installation requirements.

Mr. Orleans inquired about the distinction between a small and more massive cell tower, and the capabilities of towers, and if the towers collect data. Mr. Van Eaton explained the difference between the towers and noted that the towers collect data.

Memorial Wall Piece

Ms. Davis noted that the only thing the Council needs to agree with what's being done on the memorial. Ms. Mach stated that the Memorial Guidelines has already been done; the City should get a tree that is already done, instead of sending out a Request For Proposal (RFP). Mr. Jordan advised there are varieties of designs, the City should send out an RFP, and that the City has several artists. Mr. Roberts suggested that the artist should volunteer their services. Council noted that the artist might not do the work for free.

Mr. Moran provided background status update.

There was a discussion regarding the options. Mr. Moran noted that there is no funding budgeted for the project, and the number in the proposals from years ago is outdated. In 2015, there was a price of \$15,700, which will be much higher for 2020. He noted the community/Council push back in the past. Ms. Davis indicated that there is a variety of options.

Informational items were discussed.

Mr. Putens distributed literature from the NLC conference.

Meeting ended at 9:39 p.m.

Respectfully Submitted,

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, April 16, 2020, to discuss the Budget Overview, Revenues & General Government/ Other Funds/ Non-Departmental & Fund Transfers.

Mayor Byrd started the meeting at 8:00 p.m. The meeting was held virtually via Zoom.

PRESENT WERE: Councilmembers Judith F. Davis, Emmett V. Jordan, Leta M. Mach, Edward V. J. Putens, Rodney M. Roberts and Mayor Colin A. Byrd

STAFF PRESENT WERE: Nicole Ard, City Manager; David Moran, Assistant City Manager; Mary Johnson, Director of Human Resources; Laura Allen, City Treasurer; Dale Worley, Director of Information of Technology; Terri Hruby, Director of Planning and Community Development; Joe McNeal, Assistant Director of Recreation; Dr. Liz Park, Director of CARES; Christal Batey, Community Resource Advocate; Beverly Palau, Public Information and Communications Coordinator; and Bonita Anderson, City Clerk.

ALSO PRESENT WERE: Bill Orleans

COVID-19 Updates

The Council opened the meeting with a discussion on updates to the COVID-19. Mr. Jordan inquired about the trash cans being closed off in play areas. Ms. Ard stated that the staff is cleaning the park areas on weekdays and weekends. She advised she would follow-up with those issues.

There was a brief discussion regarding discarded facemasks and gloves left on the ground.

Overview

Ms. Ard provided an update on the proposed FY 2021 budget. She noted that the City is proposing to maintain the Fund Balance at a reasonable level to anticipate any additional emergencies.

Ms. Allen reviewed the memo that Council received. She noted that the City's estimated loss for the upcoming fiscal year. Ms. Allen advised that the longer that the Stay at Home Order and Social Distancing continue, it would significantly affect the City. She provided a variety of scenarios for the Council to review. Ms. Allen reviewed the losses over the next three to six months if the social distancing was still in place. Ms. Allen noted that there was a recommendation to review the Reserve Policy, to enhance it and provide reserve minimum for capital expenses as well as the Finance Building Capital Reserve and the Replacement Reserve.

Mr. Moran noted that there might be changes to the spreadsheets on the revenues based on the impact status of the current situation with the COVID-19.

Ms. Pope inquired about the minimum Fund Balance for the City. Ms. Allen stated policy allows the minimum of the Fund Balance to be 10%. She noted that the chart is to provide step-by-step bases on the options the City can respond to throughout the situation. Ms. Allen reviewed the

memo in-depth and explained the minimum, midpoint, and maximum adjustments to balance the budget.

Based on a question asked by Mr. Jordan, Mr. Moran noted that between March through September is 78% of the Recreation Department revenue is generated.

Based on a question asked by Ms. Davis, Mr. Moran explained, based on experience, the Fund Balance went below 10%, and it was due to significant abatements. He stated the bulk of the City's revenue is from property taxes. Mr. Moran advised that if the Fund Balance falls below 7%, the City would have to apply for a Tax Anticipation Loan.

Mr. Putens inquired when was the last time the City had a Risk Analysis done. Mr. Moran noted not in the last 26 years.

Mr. Roberts inquired about paying the Recreation staff. Ms. Ard noted that staff that was on the City payroll in the Spring, contractors that were teaching classes was, being paid. She stated the City is in a holding pattern regarding the summer programs and staff. Contractors, staff continues to be paid.

Based on a question asked by Mayor Byrd, Ms. Allen stated the City would potentially lose between \$1.4 million to \$1.6 million that was the best scenario before COVID-19. The Council would need to make adjustments within the FY 2021 budget based on the best information. As part of the FY 2021 budget, Council adopts a plan that, to make adjustments through the budget as information becomes available.

Based on a question asked by Mr. Orleans, Ms. Ard noted last calendar year that Mr. Williams, former treasurer, and Mr. Moran contacted an outside agency in another County on abatements investigation and contests. Ms. Allen stated when she received more information from the state; she would be the follow-up person.

Mr. Jordan inquired about the questions and recognized there was no time to respond, he sent in earlier in the day and would like the questions to be posted and be part of the public record.

There was a discussion about the process of Council discussing the sections of the meeting. Mayor Byrd provided the strategy to focus on the questions first and move through the budget. Mr. Putens agreed with the Mayor.

There were no comments on the Introductions section of the budget.

General Fund

Ms. Davis noted that on page 9, she was not in favor of delaying the Employee Compensation Study. She explained there were problems with the reclassification of certain employees due to not having an updated Employee Compensation Study. Mr. Jordan and Mr. Putens are both in favor of the compensation study. Mr. Roberts stated he is not in favor of the Employee Compensation Study at the current time.

Ms. Davis inquired on page 16 about the proposed 10% increase in hourly room rentals at the Community Center. Ms. Ard stated that she was not proposing an increase in the real estate

property tax or fee increases at the recreation facility, given the pandemic. She noted that the Recreation staff agreed.

Ms. Davis suggested on page 16, to increase the parking ticket fees from \$40 to \$50. She noted the parking ticket fees have not been increased since 2006.

General Government

Mr. Jordan inquired on page 29, asking if the implementation of the electronic timesheet a Management Objective for this upcoming fiscal year. Ms. Ard noted that the staff has been working on the electronic timesheets for over the past year. Ms. Allen stated that the project has been challenging; there have been issues with the biometric time clock and interacts with the City Financial System software. She advised she has been in communication with College Park and Berwyn Heights regarding collaborating with them on the financial system software.

Mr. Jordan inquired on page 43, about Economic Development regarding change the Revolving Fund and use that as small grants for business recovery. Mr. Moran noted that the Economic Development work session would be held on May 13th, with the Planning Department.

Mr. Jordan inquired, on page 52, was the budgeted amount for legal counsel based on a flat contractual fee. Ms. Allen noted that the budgeted amount is based on the assessment of the usage would be. She stated that there is already a set fee/hourly rate. Ms. Ard noted there are a monthly bill and an hourly rate for the legal counsel. Mr. Jordan asked if the retainer needed to be adjusted to reflect the actual that happened over the last couple of years. Ms. Allen said she would follow-up.

Mr. Jordan inquired on page 55, about the closed caption service. Ms. Allen stated she would follow-up with Ms. Palau. Ms. Ard noted there was a hiccup a month or so ago, and everything has been on track per message from Ms. Palau.

Ms. Davis suggests on page 39, to cut Council conferences by \$10,000. Mr. Moran explained the FY 2021 savings and potential cuts recommendations, the recommendation cancel/cut non-essential travel and training across all departments. Ms. Davis advised she understood the cutting non-essential travel and training across the department. She noted that the conferences are essential for her, and she would pay out of pocket to attend.

Ms. Davis inquired on page 48, about employee electronic payroll. Allen noted that she is working with all departments to get all employees on direct deposit. Ms. Davis suggested having all new employees receive direct deposit.

Ms. Davis wanted to recognize Ms. Palau regarding the increase of performance measures on page 54.

Mr. Jordan noted that on page 50, the IT Department is underfunded and resources. Mr. Putens asked to add to the list.

Non-Departmental - Miscellaneous

Mr. Jordan inquired on page 231, about the status of an increase of the unemployment insurance. Ms. Allen stated she had a conversation with Ms. Johnson, the Director of Human Resources, regarding uptick of unemployment claims and do inspect that it will increase, but she doesn't have a firm estimate on by how much.

Mr. Jordan inquired on page 232, regarding potential cuts and deferring some major capital projects, if the Inter-fund Transfer to go back into the General Fund as unallocated resources. Mr. Moran responded that the funds would go back to the General Fund. The list of capital projects slightly exceeds the amount of fund transfer, and some of the funds were coming from the Capital Projects and Capital Building Reserves Fund Balance.

Mr. Jordan inquired on page 233, regarding the Special Projects and the Economic Development Revolving Fund, about making a temporary change or modification to redefine the Fund. Ms. Hruby responded regarding the Roosevelt Center Merchant Revolving Fund that funds are the City's to spend; however, the City wishes to spend it. She noted that Ms. Liggins, the Economic Development Coordinator, is researching the best way to use the Fund.

Ms. Davis stated that no business has applied for the Revolving Business Loan in over a year. She noted that Council could repurpose that Fund.

Ms. Davis suggested on page 231, to assist residents with funds, line item 72, Unallocated Appropriation \$20,000. It was requested to be added to the list.

Ms. Davis inquired for Ms. Mach, were any capital project associated with grants able to the recommendation was to proceed with grant-funded projects. Ms. Allen responded if that is the direction that the Council would desire to complete some projects. Ms. Mach would provide an email and requested that the Capital Projects list look careful. She noted grants like Program Open Space could fund some of the projects; she would like to research other ways to fund the project instead of eliminating them.

Other Funds

Ms. Davis suggested that on page 234, Council needs to research the recommendation regarding the delaying of replacement vehicles. She noted some of the ages of the vehicles. Mr. Roberts noted that the 31-year-old bucket truck is probably better than a new bucket truck. He advised that the 23 year old for a tractor is not old, and it could be useful for a couple of more years with maintenance. Mr. Moran noted that all the items are needed, and times are tough. He stated that the City might have to wait another year.

Ms. Davis inquired on page 247 regarding Special Projects, where was the Forest Preserve Advisory Board's (FPAB) Science Fund located. She also inquired about the Arts Advisory Board Committee funds. Ms. Allen noted that both are located on page 218 under Grants and Contributions.

Based on a question asked by Mr. Jordan, Ms. Allen noted that regarding the Drug Forfeitures on page 247, revenues reflected zero across the line, and there isn't any new information. She advised regarding an email that Mr. Jordan had sent earlier, the interest revenue would be less than what was anticipated.

Mr. Roberts noted that he would rather put off buying a new vehicle for a year during this time as that may affect the employees or services to the residents. He stated that the City needs to save money. Ms. Davis noted that the Council needed to inquire about the safety of the vehicles.

Ms. Davis inquired on page 249, regarding a line item for the Old Greenbelt Theater. She noted that the Fund should have been given to the Friends of the Old Greenbelt Theater. That was an old fund and should have been transferred to the Friends. Ms. Davis also inquired about the Spay and Neuter Clinic line item on the same page. She advised that line item was a grant by, Berwyn Heights, College Park, and Greenbelt, for citizens who couldn't afford to spay and neuter their animals. Ms. Davis wanted the money to be transferred to the Animal Control Budget, where the funds could be used. Ms. Hruby noted that the Spay and Neuter program ended. She noted that when Animal Control transferred to the Police Department last year, they were trying to reapply for the grant. Ms. Ard stated the Four Cities application was denied. Ms. Davis requested that Ms. Allen follow-up with that line item.

Regarding the Old Greenbelt Theater line item, Ms. Allen said the funds were transferred to the Friends of the Old Greenbelt Theater, the Save the Greenbelt Theater Fundraising.

Ms. Allen noted that she had received an email from Ms. Lester. Ms. Allen read and summarized the email. She stated that the majority of the questions in the email were addressed in tonight's work session, and Ms. Lester had specific questions for Ms. Ard regarding reclassifications that were being addressed.

Informational Items:

Ms. Ard noted that Ms. Palau and Ms. Sterling have updated the City website.

Ms. Ard stated she had reviewed a sign that Ms. Palau and Recreation staff had worked on for Buddy Attick Lake, to address concerns Council had shared, on etiquette, social distancing, and sanitation.

Ms. Ard mentioned the Recreation Department report about work staff has been doing with the seniors, as well as the GAIL program staff. She stated that the City's website, under the recreation portal, has a variety of different activities from the Recreation and CARES.

There was a discussion regarding the Buddy Attick Lake signage. Mr. McNeal advised staff was exploring putting up signage around Buddy Attick Lake to strongly encourage everyone to wear a facial covering, use proper hygiene, and practice safety social distancing. Mr. McNeal stated that Public Works was in the process of removing the picnic tables at the park. Mayor Byrd asked if there would be changes or modifications to the Buddy Attick parking lot. Mr. McNeal replied that it is something that is being evaluated.

Mr. Jordan stated he saw via social media, that someone had placed a mask on the Mother and Child Statue. Staff agreed to investigate.

Mr. Jordan inquired about Buddy Attick Lake water levels. Ms. Ard noted the water level was being lowered, as the City must maintain a lower level during construction. She advised the construction was not complete, and she would forward a status email from Mr. Sterling, the Director of Public Works.

Mr. Roberts strongly object to not making wearing masks at Buddy Attick Park and Schrom Hills Park mandatory.

There was additional discussion regarding the Buddy Attick Lake signage. Ms. Davis inquired about who was going to enforce if someone isn't wearing a mask.

The meeting ended at 10:23 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

DRAFT

BUDGET WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, April 20, 2020, to discuss Museum and Social Services (CARES), FY 2021 Proposed Budget.

Mayor Byrd started the meeting at 8:30 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmett V. Jordan, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts, and Mayor Colin A. Byrd.

Staff present were: Nicole Ard, City Manager; David Moran, Assistant City Manager; Laura Allen, City Treasurer; Dr. Liz Park, Director of Greenbelt CARES; Christal Batey; Community Resource Advocate; Megan Searing-Young, Museum Curator; Bonita Anderson, Clerk.

Also present were: Bill Orleans and others.

COVID-19 Updates

Mayor Byrd advised he was contacted by several constituents to send a letter to Governor Hogan regarding having a COVID-19 test site at or near Greenbelt.

City Council provided an update to the recent number of positive COVID-19 cases in the area, which total 82. They requested that the City send a letter to all apartment complexes, Homeowners Associations (HOAs), and Condo Owners Associations (COAs), reminding them of the CDC and State regulations on daily cleaning, evictions, etc.

Mr. Roberts stated that Safeway isn't enforcing the County mandate regarding wearing face masks and the 6-feet social distancing. Mr. Jordan and Mr. Putens both stated that Safeway was enforcing the County's mandates.

Ms. Davis noted the email from Mr. Moran on behalf of Mr. Rand on COVID-19 data updates. Mayor Byrd noted that the dashboard does not show the number of deaths per zip code. The County will work to provide that information on the dashboard. Food and housing insecurities are being handled, and other issues.

Mr. Jordan requested more information on what the City is doing and detailed status and the covering of trashcans within the City.

There was a discussion on the recent protests elsewhere and the re-opening of other states and non-essential businesses.

Mayor Byrd stated that Ms. Lester is requesting an answer to the questions she submitted related to the reclassification.

Greenbelt Museum –

Mayor Byrd asked that Ms. Searing-Young provide Council with a status update on the Museum. Ms. Young explained some of the highlights of the Museum. She noted a proposed staffing change, which includes the part-time Education/Volunteer Coordinator becoming a part-time City employee in FY 2021. Ms. Searing-Young stated that the position is partially funded by a Friends of Greenbelt Museum (FOGM) restricted grant account and by the Museum income, and

both will be transferred to the City. Ms. Davis noted that it might not be a good time to add-in new employees, and the item may need to be deferred until the beginning of the calendar year. Mr. Moran noted that this is a new proposal with the City receiving funds from admissions, tour groups, and the gift shop; this will offset the salary of the part-time position.

Based on a question asked by Mr. Jordan, Ms. Searing-Young explained that the National Endowment for the Humanities matching grant and the drawdown is limited, and the principal continues to grow. She advised that grant is restricted and only can be used to fund the part-time Education/Volunteer Coordinator position. Ms. Ruffner provided insight into FOGM and reason to shift the funds. She noted FOGM would focus on grant funding and is aware that it would be challenging moving forward and a slower process.

Ms. Davis noted that on page 226, the Air BnB partnership is a good idea. She advised that the City Council needs to have an additional discussion on the details. Ms. Davis stated that it sounds fine, but the Council would need further information from the City Manager, Public Works, and other departments.

Ms. Allen concurred with Mr. Moran that the item was budget neutral. She noted that if the Council needed to review the actual numbers that could be done in an additional work session.

Council then reviewed the Greenbelt Museum section of the proposed budget.

Based on a question asked by Ms. Davis, Ms. Searing-Young indicated that it would be one position Education/Volunteer Coordinator, who is a part-time position. She noted the office manager had accepted a full-time position at another location. Ms. Ruffner noted that the office manager position was to run the non-profit, so FOGM's vision moving forward is that position would handle FOGM's bookkeeping.

Social Services – Greenbelt CARES

Dr. Park noted that with the recent pandemic events, CARES had to end the programs and learn how to provide teletherapy. She explained CARES has been working with the IT Department to ensure that clients' information is secure. Dr. Park advised that CARES has maintained all their caseloads and has taken on new cases.

Ms. Batey explained one of the challenges for the GAIL program is the lack of technology in the senior community. She noted that the approach with the senior community was more of the traditional, phone calls, and mailings. Ms. Batey advised that GAIL was able to collaborate with the meal delivery with the Recreation Department and had to change their approach with outreach on the meal programs. She stated GAIL had to learn how to reinvent the programs.

Ms. Davis expressed gratitude for the quick response to the questions she provided before the meeting. Based on a question asked by Ms. Davis, Ms. Batey noted that the level of scams has increased with the COVID-19 and the GAIL program is providing webinar training for the seniors. The fraud reduction will be available in the next GAIL guide.

Ms. Davis inquired about the status of the admission with Green Ridge House. Ms. Batey indicated that the building is senior only for new admissions, and the waiting list was opened early February/March. She stated that the vacancy was about ten units and was filled.

Ms. Davis asked about the increase for the Service Coordinator grant on page 161. Ms. Batey noted that one of the most significant changes was that the fiscal year had changed for the grant program. Ms. Davis inquired about the parking statistics, and Ms. Allen noted that the information was provided in the narrative of the Green Ridge House budget section. She would forward an email to the Council for detailed information.

Mr. Jordan inquired about reinstating the food produce distribution safely. Ms. Batey noted that the Mobile Market, which is through the Capital Area Food Bank, has low staffing, and there was a change with the process to no contact due to COVID-19. She noted that the Capital Area Food Bank had eliminated the Mobile Market and had the food bank redistributed in different ways, in many areas, local churches. Ms. Batey stated there is a link on the City's website to the Capital Area Food Bank resource finder. Mr. Jordan noted that there is an issue with SNAP benefits. Dr. Park indicated that SNAP is providing benefits for all that qualify for the benefits.

Mr. Putens indicated that there is a problem with obtaining essential paper products in Greenbelt.

Mr. Jordan suggested random testing be done in Greenbelt. Dr. Park indicated that CARES would need to contact the County Health Department on providing testing for the City. Ms. Batey stated that the cleaning crew at Green Ridge House has maintained cleaning the common areas. Ms. Batey noted that Green Ridge House might not be a priority with the need to address nursing homes in the State.

Mr. Roberts inquired about the continuous search for space for the CARES Department, and has there been any progress regarding the Armory. Dr. Park noted in the proposed budget that the line item for CARES to be relocated was eliminated to deal with the COVID-19 shortfalls. Ms. Allen noted the Compensation Study was on the reduction list, not the Space Study. There was a brief discussion regarding the CARES relocation item. Ms. Allen stated that the CARES relocation item was on the reduction list.

Council then reviewed the CARES section of the proposed budget.

Ms. Davis inquired about the status of the Green Ridge House SASS grant. Ms. Batey noted that the grant was extended until June 30, 2020; however, due to COVID -19 no gatherings of groups, the full amount of funding will not be available. She explained that 5 of the 23 residents had opted out of the in-home aid services.

There was a discussion on the process of sanitation at Green Ridge House during the COVID-19. Mr. Putens suggested the City purchase and supply essential products for the senior community. Dr. Park noted she would follow-up with Green Ridge House to see if they need essential products.

Mr. Jordan suggested contacting the faith-based organizations regarding what food distribution activities are going on at each of their churches to inform the community. He also stated that it is important that the City move ahead with the Space Study.

Informational items –

Ms. Davis requests a meeting with the Museum staff and FOGM on the details of the Museum. She asked that the City send a letter to apartment complexes, HOA's and COA's about daily cleaning of common areas.

Ms. Mach noted she made 67 fabric masks. Her goal was to make 100 masks, and if anyone needed any masks, contact her.

The meeting ended at 10:05 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

DRAFT

City Council Agenda Item Report

Meeting Date: May 26, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: LEGISLATION

Agenda Section:

Subject:

Resolution for State Enterprise Zone Designation

- 2nd Reading, Adoption

Suggested Action:

Reference:

Memorandum, C. Liggins, 05/22/2020

Enterprise Zone Resolution

Tract 806713

Tract 806714

Commerce Public Notice to Modify Tax Incentive Timeframes

District 1 - Dernoga and District 4 - Todd Turner

Enterprise Zones - Greenbelt

Enterprise Zones and Focus Area - At a Glance

EZ Businesses Example

On Tuesday, March 10th, 2020, Andre Plummer, Financial Services Manager for Prince George's County Economic Development Corporation, presented an overview of the Enterprise Zone and benefits to City Council. He also requested that Council adopt a resolution to designate portions of Greenbelt as an Enterprise Zone. Council provided feedback and requested that Mr. Plummer provide updated Enterprise Zone maps to include Edmonston Road and the commercial portion of Franklin Park, if they were in an eligible Census track. Along with an updated Enterprise Zone map, Council requested examples of economic benefits from other municipalities that had designated Enterprise Zones as well as further explanation on reimbursements, if any, to municipalities. During the same meeting, Mr. Kap Kapastin requested that the commercial properties west of Cherrywood Lane also be included as part of the Enterprise Zone designation, if they are in an eligible Census track.

On Monday, May 11th, 2020, Mr. Plummer presented updated information on the proposed Greenbelt Enterprise Zone designation to City Council. He provided updated Enterprise Zone Census track maps (Census tracks 806713, 806814) and examples of economic benefits from other county municipalities that were designated as Enterprise Zones. Upon reviewing the additional information, Council requested that the Census track (806714) be updated to exclude a wooded parcel off of Cherrywood Lane from the Enterprise Zone designation, so that it can be preserved as green space.

Staff received an email from Mr. Plummer on Thursday, May 21st, 2020. The email stated that the Prince George's County Economic Development Corporation reviewed the request and that they will be able to remove the wooded area as requested. Mr. Plummer also mentioned that the Prince George's County Economic Development Corporation made the decision to remove the residential apartments north of Breezewood Drive

(Franklin Park at Greenbelt Station) from the Enterprise Zone's proposed designation because it is mostly residential apartments, though it is currently zoned as mixed-use. Staff is awaiting receipt of updated Enterprise Zone map. Mr. Plummer still has not received a response from the Prince George's County Office of Finance, Treasury Division, about whether a portion of the 50% county reimbursement is disseminated to the impacted municipality.

Ebony Stocks, Vice President, PGEDC and Andre Plumber, Financial Services Program Manager, may attend virtually.

It is recommended that Council introduce this resolution for second reading and adoption.

Attachments:

[Memorandum, C. Liggins, 05/22/2020.pdf](#)

[Enterprise Zone Resolution 3.6.20 DRAFT.pdf](#)

[Tract 806713 - reduced size.pdf](#)

[Tract 806714 - reduced size.pdf](#)

[Commerce Public Notice to Modify Tax Incentive Timeframes.pdf](#)

[District 1 - Dernoga and District 4 - Todd Turner.pdf](#)

[Enterprise Zones - Greenbelt.pdf](#)

[Enterprise Zones and Focus Area - At a Glance.pdf](#)

[EZ Businesses Example.pdf](#)

City of Greenbelt, Maryland
Memorandum

TO: Nicole Ard, City Manager

FROM: Charise Liggins, Economic Development Coordinator

Date: May 22, 2020

SUBJECT: Resolution for Enterprise Zone Designation, 2nd Reading, Adoption

Background

The Enterprise Zone is an area of a county, city or town in which state and local incentives are offered to encourage the expansion of existing businesses and the attraction of new business investment and jobs. The Enterprise Zone is designated by the State of Maryland and provides 10-year tax credit incentives for businesses to locate and expand within the Zone. Prince George's County Enterprise Zone program is administered by the Prince George's County Economic Development Corporation.

City Council Request for Further Information

On Tuesday, March 10th, 2020, Andre Plummer, Financial Services Manager for Prince George's County Economic Development Corporation, presented an overview of the Enterprise Zone and benefits to City Council. He also requested that Council adopt a resolution to designate portions of Greenbelt as an Enterprise Zone. Council provided feedback and requested that Mr. Plummer provide updated Enterprise Zone maps to include Edmonston Road and the commercial portion of Franklin Park, if they were in an eligible Census track. Along with an updated Enterprise Zone map, Council requested examples of economic benefits from other municipalities that had designated Enterprise Zones as well as further explanation on reimbursements, if any, to municipalities. During the same meeting, Mr. Kap Kapastin requested that the commercial properties west of Cherrywood Lane also be included as part of the Enterprise Zone designation, if they are in an eligible Census track.

On Monday, May 11th, 2020, Mr. Plummer presented updated information on the proposed Greenbelt Enterprise Zone designation to City Council. He provided updated Enterprise Zone Census track maps (Census tracks 806713, 806814) and examples of economic benefits from other county municipalities that were designated as Enterprise Zones. Upon reviewing the additional information, Council requested that the Census track (806714) be updated to exclude a wooded parcel off of Cherrywood Lane from the Enterprise Zone designation, so that it can be preserved as green space.

Review of Additional Information

Staff received an email from Mr. Plummer on Thursday, May 21st, 2020. The email stated that the Prince George's County Economic Development Corporation reviewed the request and that they will be able to remove the wooded area as requested. Mr. Plummer also mentioned that the Prince George's County Economic Development Corporation made the decision to remove the residential apartments north of Breezewood Drive (Franklin Park at Greenbelt Station) from the Enterprise Zone's proposed designation because it is mostly residential apartments, though it is currently zoned as mixed-use. Staff is awaiting receipt of updated Enterprise Zone map. Mr. Plummer still has not received a response from the Prince George's County Office of Finance, Treasury Division, about whether a portion of the 50% county reimbursement is disseminated to the impacted municipality.

Introduced: Mr. Putens
1st Reading: March 10, 2020
Passed:
Posted:
Effective:

RESOLUTION NUMBER XXXX

RESOLUTION FOR ENTERPRISE ZONE DESIGNATION

WHEREAS, a State Enterprise Zone designation has been proposed for an area that includes the City of Greenbelt; and

WHEREAS, a State Enterprise Zone designation is a tool for the County and municipal governments to promote economic development; and

WHEREAS, a State Enterprise Zone designation would provide state income, County real property, and County business personal property tax credits that could be instrumental in attracting new business investment to communities that have been targeted for revitalization;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the City of Greenbelt support the ten-year designation of a State Enterprise Zone designation within our boundaries.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of March 10, 2020.

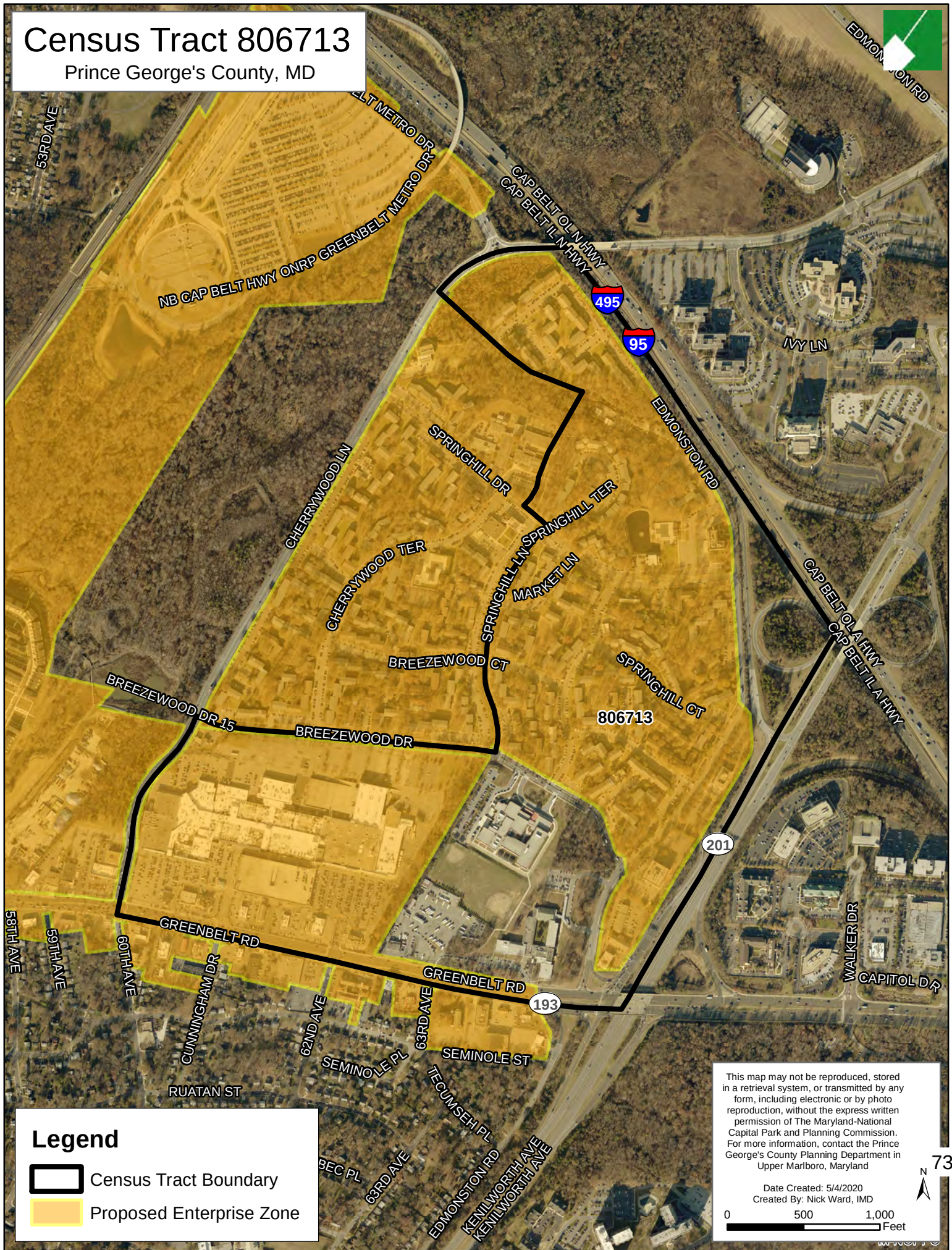
Colin A. Byrd, Mayor

ATTEST:

Bonita Anderson, City Clerk

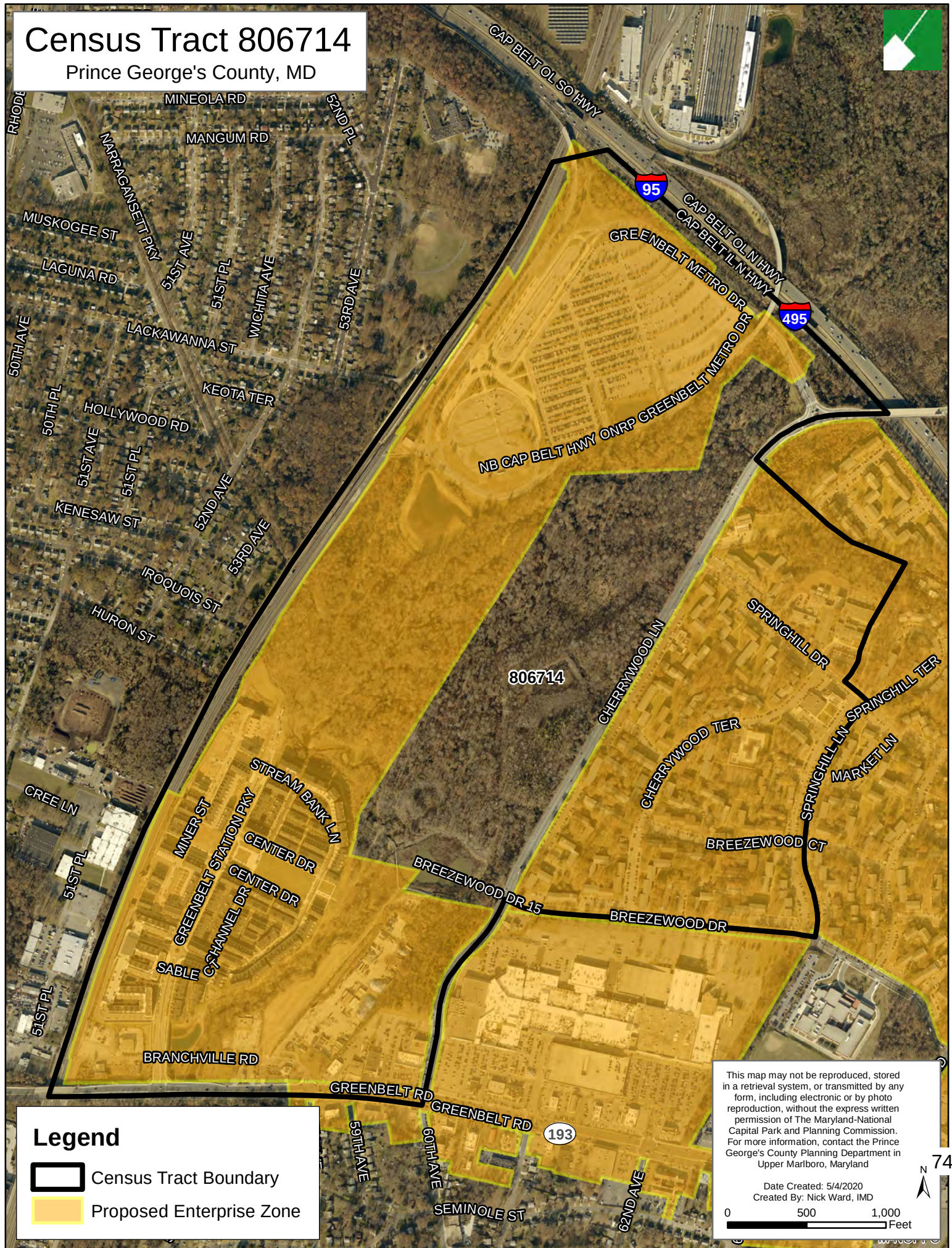
Census Tract 806713

Prince George's County, MD



Census Tract 806714

Prince George's County, MD



NOTICE

This notice is given by Kelly M. Schulz, Secretary of the Maryland Department of Commerce, acting pursuant to the Proclamation of Governor Lawrence J. Hogan, Jr. (the “Governor”) dated March 5, 2020 proclaiming a state of emergency and a catastrophic health emergency related to COVID-19, as it may be amended or renewed from time to time, and the Order of the Governor dated March 12, 2020 entitled “Extending Certain Licenses, Permits, Registrations, and Other Governmental Authorizations, and Authorizing Suspension of Legal Time Requirements”, as it may be amended from time to time, after finding that the action(s) described herein will not endanger the public health, welfare, or safety.

1. Enterprise Zones

The submission date of an application for designation, renewal or expansion of an Enterprise Zone and the designation of a Focus Area in an Enterprise Zone, codified in Maryland Annotated Code, Economic Development Article, §5-701(g) and Code of Maryland Regulations 24.05.01.04B(12), **is suspended**. Any effect of Maryland Annotated Code, Economic Development Article, §5-701(g) and Code of Maryland Regulations 24.05.01.04B(12) inconsistent with the foregoing is hereby suspended.

2. Biotechnology Investment Incentive Tax Credit

- (i) The timeframes in which an investor must (i) make an investment in a qualified Maryland biotechnology company under Maryland Annotated Code, Tax-General Article §10-725(c)(4)(i) and Code of Maryland Regulations 24.05.03.06A, and (ii) provide proof of investment to Commerce under Maryland Annotated Code, Tax-General Article §10-725(c)(4)(ii) and Code of Maryland Regulations 24.05.03.06B, **are suspended**. During the period of suspension, the investor must make the investment in the qualified Maryland biotechnology company and provide proof of investment to Commerce within a 60-day period beginning on the issue date of the initial tax credit certificate. Any effect of Maryland Annotated Code, Tax-General Article §§10-725(c)(4)(i) and Code of Maryland Regulations 24.05.03.06A and .06B inconsistent with the foregoing is hereby suspended.

- (ii) The timeframe in which Commerce must rescind an initial tax credit certificate if an investor fails to make an investment and provide Commerce with its proof of investment under Maryland Annotated Code, Tax-General Article §10-725(c)(4)(iii) and Code of Maryland Regulations 24.05.03.09A, **is suspended**. During the period of suspension, Commerce will not rescind an initial tax credit certificate as long as an investor makes the investment in the qualified Maryland biotechnology company and provides Commerce with its proof of investment within a 60-day period beginning on the issue date of the initial tax credit certificate. Any effect of Maryland Annotated Code, Tax-General Article, §10-725(c)(4)(iii) and Code of Maryland Regulations 24.05.03.09A inconsistent with the foregoing is hereby suspended.
- (iii) The requirement that Commerce issue a final tax credit certificate to a qualifying investor within 30 days after the investor files its proof of investment under Code of Maryland Regulations 24.05.03.07B, **is suspended**. Any effect of Code of Maryland Regulations 24.05.03.07B inconsistent with the foregoing is hereby suspended.

3. Cybersecurity Investment Incentive Tax Credit

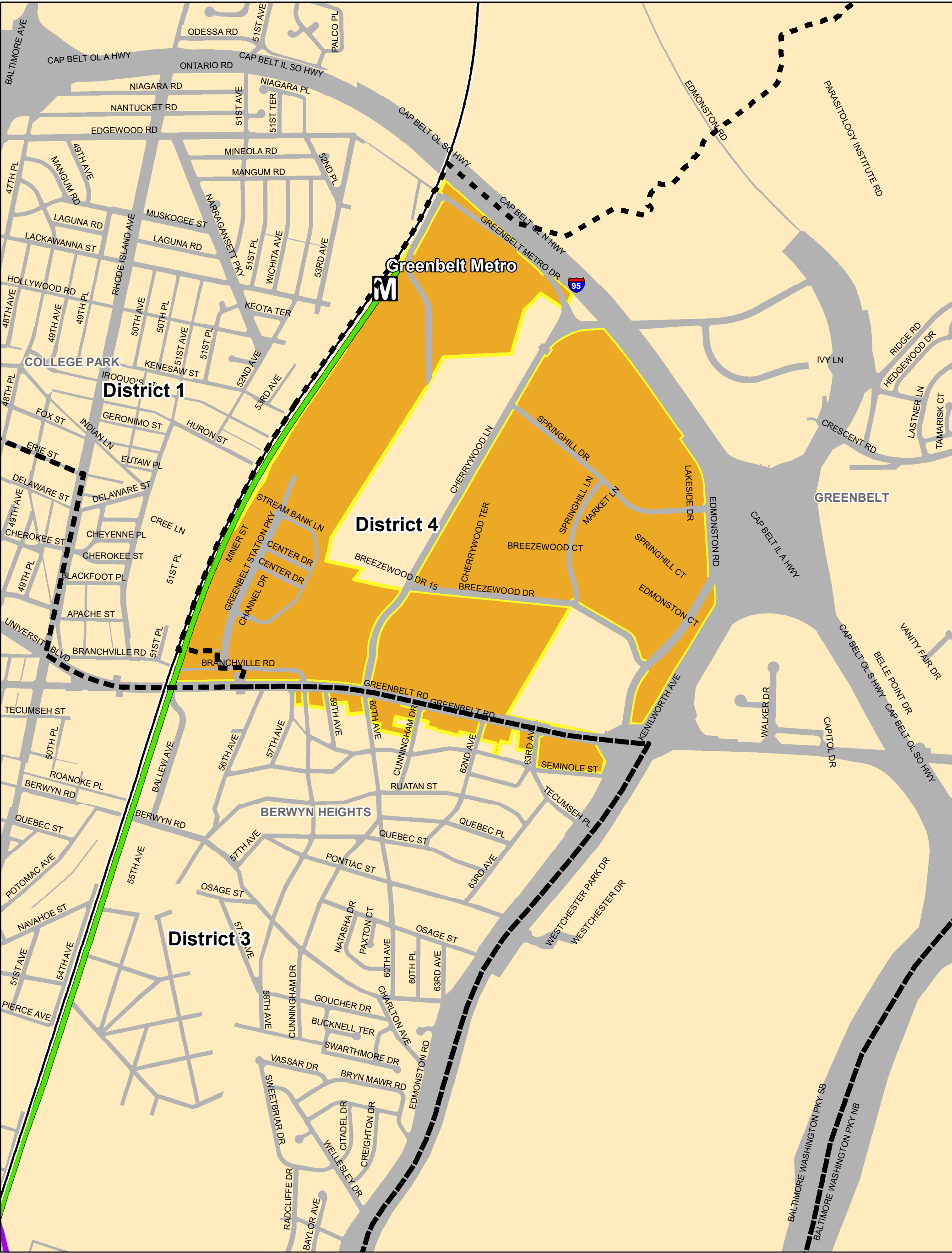
- (i) The timeframes in which an investor must (i) make an investment in a qualified Maryland cybersecurity company under Maryland Annotated Code, Economic Development Article, §10-733(c)(2)(i), and (ii) provide proof of investment to Commerce under Maryland Annotated Code, Tax-General Article, §10-733(c)(2)(ii), **are suspended**. During the period of suspension, the investor must make the investment in the qualified Maryland cybersecurity company and provide proof of investment to Commerce within a 60-day period beginning on the issue date of the initial tax credit certificate. Any effect of Maryland Annotated Code, Tax-General Article §§10-733(c)(2)(i) and (ii) inconsistent with the foregoing is hereby suspended.
- (ii) The timeframe in which Commerce must rescind an initial tax credit certificate if an investor fails to make an investment and provide Commerce with its proof of investment under Maryland Annotated Code, Tax-General Article, §10-733(c)(2)(iii), **is suspended**. During the period of suspension, Commerce will not rescind an initial tax credit certificate as long as an investor makes the investment in the qualified Maryland cybersecurity company and provides Commerce with its proof of investment within a 60-day period beginning on the issue date of the initial tax credit certificate. Any effect of Maryland Annotated Code, Tax-General Article §10-733(c)(2)(iii) inconsistent with the foregoing is hereby suspended.

This Notice is effective immediately and shall remain in effect until 30 days after the state of emergency has been terminated and the proclamation of the catastrophic health emergency has been rescinded.



Kelly M. Schulz
Secretary

Enterprise Zone Updates - Districts 1 and 4



Enterprise Zone

- Proposed for redesignation - Expired 2019
- Expired 2019
- Proposed for new designation or expansion

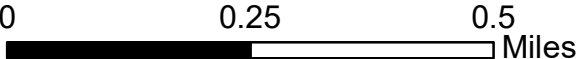
Metro Lines & Stations

- Proposed Purple Line
- Green Line
- Camden and Penn Line
- Existing Metro Stations

Focus Area

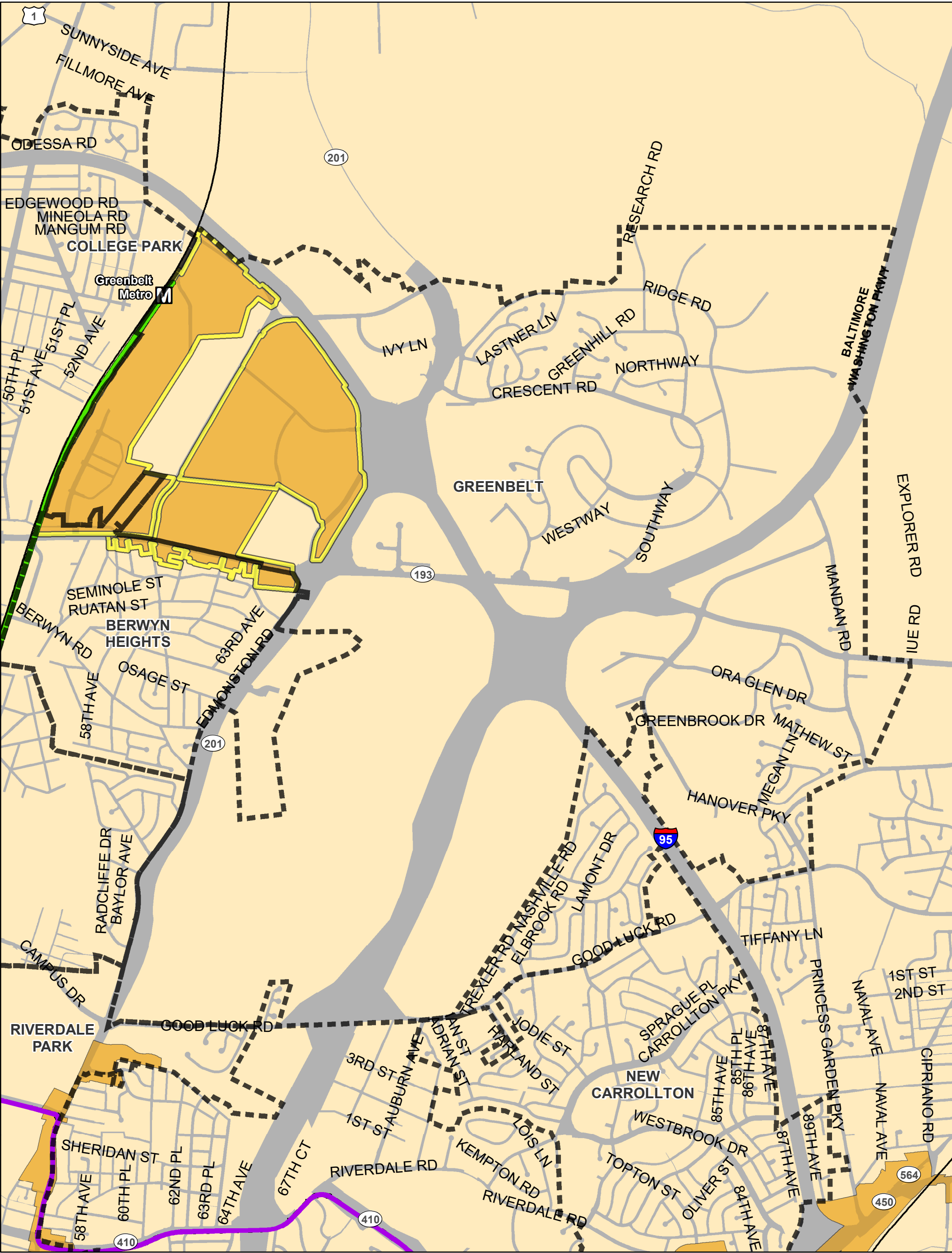
- Proposed for redesignation - Expired 2019
- Expired 2019 - Redesignated as Enterprise Zone
- Proposed for new designation or expansion

- Councilmanic Districts
- Roads
- County Boundary



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Enterprise Zone Updates - Greenbelt



Enterprise Zone

- Proposed for redesignation - Expired 2019
- Expired 2019
- Proposed for new designation or expansion

Metro Lines & Stations

- Proposed Purple Line
- Orange Line
- Green Line
- Blue Line
- Existing Metro Stations

Focus Area

- Proposed for redesignation - Expired 2019
- Expired 2019 - Redesignated as Enterprise Zone
- Proposed for new designation or expansion

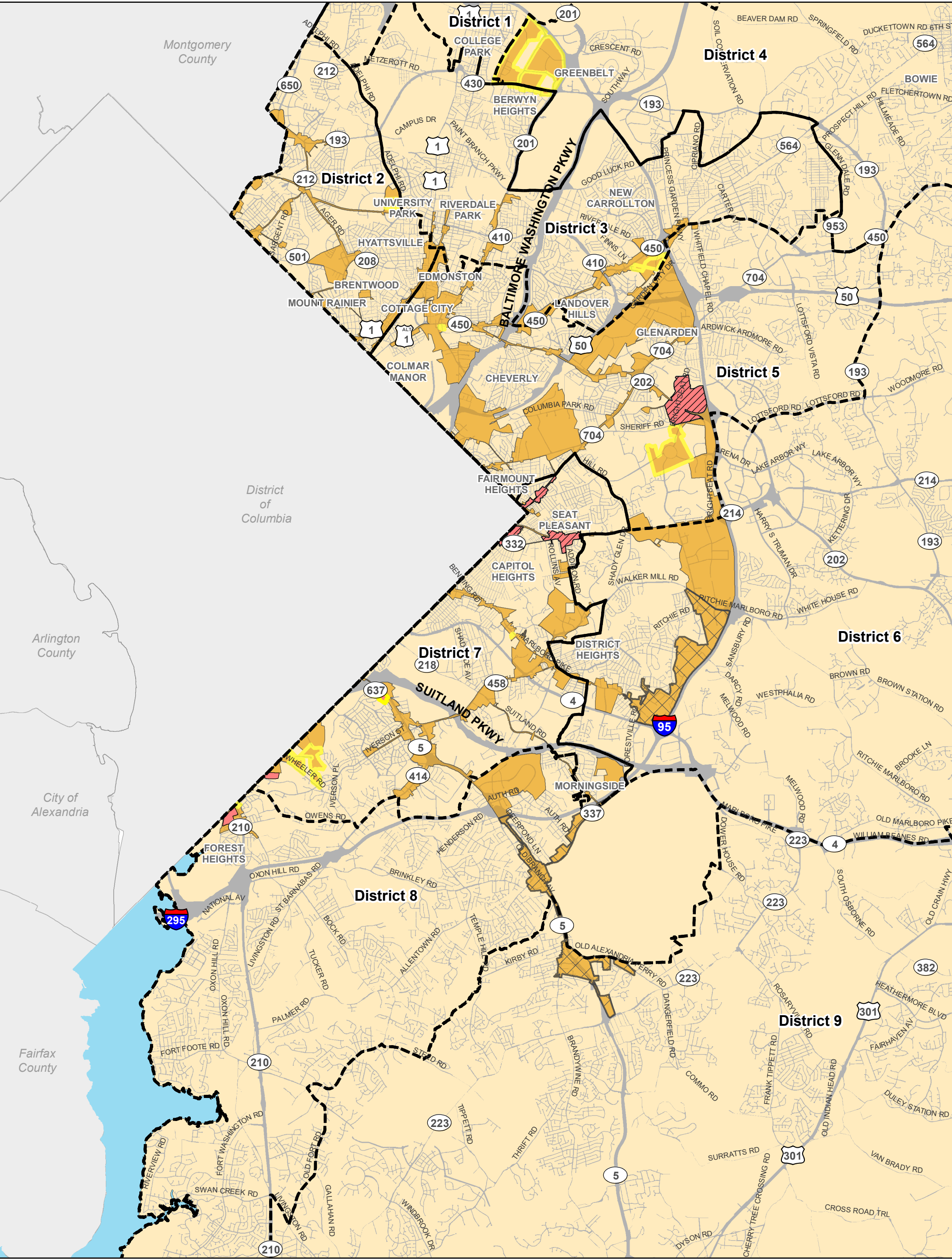
- Municipal Boundary
- Roads
- County Boundary

0 2,100 4,200 Feet

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Date Created: 2/24/2020



Enterprise Zone Updates - At a Glance



Enterprise Zone

- Proposed for redesignation - Expired 2019
- Expired 2019
- Proposed for new designation or expansion

- Councilmanic Districts
- Roads
- County Boundary

Focus Area

- Proposed for redesignation - Expired 2019
- Expired 2019 - Redesignated as Enterprise Zone
- Proposed for new designation or expansion



0 1 2 Miles

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Date Created: 4/30/2020

Metro Laundry Service (Capital Heights)

- Minority owned, family owned business established in 2002
- Commercial launder serving area hotels
- Employs over 50 FT and PT employees
- New facility is 24,000 square feet, can process between 26,000 to 30,000 lbs. per day
- Expansion enabled the company to service more clients (including MGM hotel)

Susan Gage Caterers (Landover)

- The company was expected to retain a total of 110 FT employees and add 25 new FT employees by 2018 with at least 40% of these employees being County residents
- Currently has a total of 299 employees with 139 FT and 160 PT. Susan Gage retained 110 FT employees and has already added a total of 29 FT employees (exceeding the 25% required) of which 62% are County residents
- Over a ten year period, the business is projected to create a NPV of \$429,000 in local tax receipts (County personal income tax, real property tax, business personal property tax, and other tax receipts)

Lyon Bakery (Hyattsville)

- Leading bread manufacturer to the metro area offering more than 300 different flavors, shapes, and sizes of hand-crafted artisan breads
- Attraction of 125 Jobs from D.C.
- Purchase and renovate an 87,712 SF facility
- TPC of \$11.7 Million - \$1.5M construction, \$2.1M equipment
- Company relocated in the first quarter of 2014
- Follow-up Analysis –
- Lyon Bakery was expected to relocate 100 FT and create 25 new FT by 2017
- Currently has 225 FT employees (128 new FT jobs created) and 2 PT employees
- 165 (approximately 73%) of all the FT employees are County residents
- Over a ten year period, the business is projected to create a NPV of \$485,000 in local tax receipts (County personal income tax, real property tax, business personal property tax, and other tax receipts)

City Council Agenda Item Report

Meeting Date: May 26, 2020

Submitted by: Gordon Pracht

Submitting Department: Greenbelt Police

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

Renewal of Speed Camera and Speed Camera Collections Contract

Suggested Action:

Reference:

Memo, R. Bowers, 05/21/2020

Speed Camera Contract Brekford Current

Speed Camera Contract Rekor Proposed

Speed Camera Collections Contract Proposed

The City's speed contract vendor, Brekford Corporation, was recently acquired by Rekor Recognition Systems, Inc. This transition saw little difference to the City's business other than the name change. Our speed camera and speed camera collections contract remained in effect until its current expiration date of June 30, 2020. Under the current contract, the City "piggybacked" on the Calvert County contract that was awarded to Brekford after RFP No. PURCH 2016-105.

The City can again "piggyback" on the current Calvert County contract that was awarded to Rekor Recognition Systems, Inc. after RFP No. PURCH 2019-076. The current and new/proposed contracts are attached. The proposed contract has been reviewed and approved by the City Solicitor.

Staff recommends the City enter into the proposed contract.

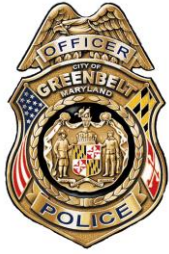
Attachments:

[Memo, R. Bowers, 05/21/2020.pdf](#)

[Speed Camera Contract Brekford Current.pdf](#)

[Speed Camera Contract Rekor Proposed.pdf](#)

[Speed Camera Collections Contract Proposed.pdf](#)



City of Greenbelt

Police Department

Captain Gordon Pracht
550 Crescent Road
Greenbelt Maryland 20770
(240) 542-2139

To: Chief Richard Bowers

From: Captain Gordon Pracht

Date: May 21, 2020

Re: Rekor Recognition Systems, Inc. Speed Camera and Collections Contract Renewals.

As you are aware, our speed contract vendor, Brekford Corporation, was recently acquired by Rekor Recognition Systems, Inc. This transition saw little difference to the City's business other than the name change. Our speed camera and speed camera collections contract remained in effect until its current expiration date of June 30, 2020. Under the current contract, the City "piggybacked" on the Calvert County contract that was awarded to Brekford after RFP No. PURCH 2016-105.

The City can again "piggyback" on the current Calvert County contract that was awarded to Rekor Recognition Systems, Inc. after RFP No. PURCH 2019-076. The current and new/proposed contracts are attached. The proposed contract has been reviewed and approved by the City Solicitor.

Staff recommends the City enter into the proposed contract.

Captain G. Pracht

AGREEMENT

THIS AGREEMENT is entered into this 1st day of June, 2017, by and between the City of Greenbelt, Maryland, a municipal corporation of the State of Maryland, with offices located at 25 Crescent Road, Greenbelt, Maryland 20770 ("the City") and Brekford Corporation, a Delaware corporation, with its principal place of business located at 7020 Dorsey Road, Building C, Hanover, Maryland, 21076 (the "Consultant").

RECITALS

WHEREAS, in or about December, 2015, the Board of Commissioners of Calvert County, Maryland ("Calvert County") issued a Request for Proposals for an automated speed enforcement system, RFP No. PURCH 2016-105; and

WHEREAS, after completing its formal purchasing process, on or about April 1, 2016, Calvert County awarded the contract for an automated speed enforcement system to Consultant and entered into a contract with Consultant for the provision of the services, a copy of which is attached hereto as Exhibit A ("Calvert County Contract"); and

WHEREAS, the Calvert County Contract provides that Consultant will extend the terms and conditions of the Calvert County Contract to other governmental agencies and public agencies that receive government funds for these commodities and/or services; and

WHEREAS, the City desires to retain the services of Consultant to provide an automated speed enforcement system for the City; and

WHEREAS, Consultant has agreed to extend the terms of the Calvert County Contract to the City, and to amend the terms of the Calvert County Contract as set forth herein; and

WHEREAS, the City desires to retain the services of Consultant to provide an automated speed enforcement system under the terms and conditions set forth herein.

In consideration of the mutual covenants and obligations contained herein, the receipt and sufficiency of which are hereby acknowledged, the City and Consultant hereby agree as follows:

- 1. Recitals Incorporated.** The above Recitals are incorporated into this Agreement as operative provisions hereof.
- 2. Services Provided.** Consultant shall provide to the City the following services: an automated speed enforcement system conforming to the specifications set forth in the Calvert County Contract, as the Contract may be amended by Consultant's Proposal dated January 12, 2016,

attached hereto as Exhibit B ("the Services"). The Services shall be provided as detailed in the Contract Documents listed in Section 5 hereof.

Consultant agrees to accept the City's budget and to perform the Services in a diligent, professional and competent manner throughout the term of this Agreement. Consultant further acknowledges that the City retains the right to reduce the scope of the Services herein contracted for in order to meet its needs and the City's established budget and schedule.

3. Fees. The City hereby agrees to pay Consultant as full consideration for the Consultant's satisfactory performance of its obligations under this Agreement the following sums:

FOR EACH AUTOMATED SPEED ENFORCEMENT

SYSTEM THAT IS IN OPERATION:

\$3,100.00 per month

Fees shall be paid upon satisfactory completion of services rendered and the submission of an invoice therefor. Invoices shall be sent to the City at the City's address set forth hereinabove.

4. Term. The term of this contract shall be for a period of three (3) years commencing at 12:00 a.m. June 1, 2017 and terminating at 11:59 p.m. on June 30, 2020. At the sole option of the City, the term of this Agreement may be extended for three additional one year periods under the same terms and conditions set forth herein. If the City desires to extend the term of this Agreement, the City shall so advise Consultant not less than thirty (30) days prior to the end of the initial term of this Agreement or any subsequent term.

5. Contract Documents. The Contract shall consist of this Agreement, and the following additional documents which are attached hereto and incorporated herein by reference:

- (1) All documents comprising the Calvert County Contract, Exhibit A hereto
- (2) Consultant's Proposal dated January 12, 2016, Exhibit B.
- (3) Insurance Certificate naming the City as an Additional Insured
- (4) Notice of Award

Except as may expressly be set forth herein, the provisions of the Calvert County Contract shall govern the obligations and responsibilities of the parties. The parties understand that any references in the Calvert County Contract to Calvert County shall be interpreted with respect to this Agreement to mean the City. Similarly, whenever there is a reference in the Calvert County Contract to an obligation to be performed by a person with Calvert County, such reference shall be replaced with the Chief of Police or his designee. Consultant represents and warrants that it is completely familiar with and will comply with all applicable Federal, State and local laws and does not require that all such laws be specifically referenced.

6. Conflict between documents. In the event of a conflict between this Contract and any of the Contract documents, the terms of this Contract shall prevail.

7. Ethics. The person executing this Agreement on behalf of the Consultant certifies that he understands the provisions of the City Charter and Code dealing with conflicts of interest and the prohibition of the solicitation or acceptance of gifts.

8. Notices. This Section shall supersede the terms of any "Notice" provisions of the Calvert County Contract. All notices or other communications required or permitted hereunder shall be in writing and either delivered either (a) by hand or (b) by fax or electronic mail and by mail, postage prepaid, certified or registered return receipt requested, addressed as follows, unless otherwise directed by a City or Consultant:

To the City: Nicole Ard, City Manager
 The City of Greenbelt
 25 Crescent Road
 Greenbelt, Maryland 20770
 nard@greenbeltmd.gov
 FAX: 301-441-8248

With a copy to: John F. Shay, Esq.
 Brennan McKenna Manzi Shay, Chartered
 6305 Ivy Lane, Suite 700
 Greenbelt, Maryland 20770
 jshay@brennanmckenna.com
 FAX: 301-474-5730

To Consultant: [INSERT]

With a copy to: [INSERT]

9. Doing Business in Maryland. Consultant warrants and represents that it (1) is either (a) incorporated in Maryland or (b) registered or qualified by the Maryland State Department of Assessments and Taxation (SDAT) as required by the Maryland Annotated Code, Corps. & Assocs. Article, to do business in Maryland and (2) is in good standing with SDAT.

10. Record Retention, Audits and Inspections. The Consultant shall retain all financial and programmatic records for a period of three (3) years from the date of issuance of final payment hereunder. Furthermore, Consultant shall permit the City to have access to any and records,

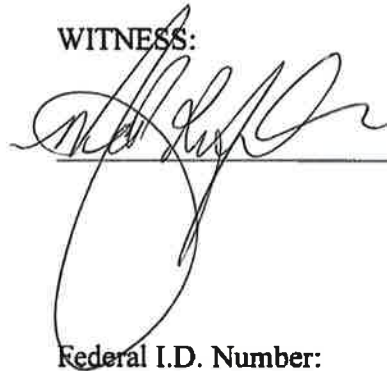
including subcontracts covered by this Agreement. Access shall be available at any time during normal business hours and as often as deemed necessary by the City.

11. **Insurance.** Consultant shall maintain all insurances and in such amounts and form as are required by the Calvert County Contract; however, the insurance certificates therefor shall name the City as an additional insured.

12. **Severability.** If any term or provision of this agreement shall be held invalid or unenforceable to any extent, the remainder of this Agreement shall not be affected thereby, and each term and provision of this Agreement shall be enforced to the fullest extent permitted by law.

IN WITNESS WHEREOF, on the date hereinabove set forth, the parties hereto have executed this Agreement in two duplicate originals, any one of these shall be adequate proof of this Agreement without locating or accounting for the other.

WITNESS:



Federal I.D. Number:

20-4086662
Telephone Number:

410-762-0800

Fax Number: 410-921-7818

BREKFORD, CORPORATION

BY:


Signature of Person Authorized to Sign

Rodney W. Hillman / President and Co
Typed Name/Title of Signatory

Address:

7020 Dorsey Road, Bldg. C
Hanover, MD 21076

E-mail address: rhillman@brekford.com

WITNESS:


David E. Moran, Acting City Clerk

THE CITY OF GREENBELT, MARYLAND

BY:



Name: Nicole Ard

Title: City Manager

AGREEMENT

THIS AGREEMENT is entered into this ____ day of _____, 2020, by and between the City of Greenbelt, a municipal corporation of the State of Maryland, with offices located at 25 Crescent Road, Greenbelt, Maryland 20770 (“the City”) and Rekor Recognition Systems, Inc. (f/k/a Brekford Corp.) , a Delaware corporation, with its principal place of business located at 7172 Columbia Gateway Drive, Suite 400, Columbia, Maryland 21046 (the “Contractor”).

RECITALS

WHEREAS, in or about the Board of Commissioners of Calvert County, Maryland (“Calvert County”) issued a Request for Proposals for an automated speed enforcement system, RFP No. PURCH 2019-076 AUTOMATED SPEED ENFORCEMENT SYSTEM, with a due date of March 21, 2019; and

WHEREAS, after completing its formal purchasing process, on or about August 26, 2019, Calvert County awarded the contract for an automated speed enforcement system to Contractor and entered into a contract with Contractor for the provision of the services, a copy of which is attached hereto as Exhibit A (“Calvert County Contract”). The Calvert County Contract consists of the following documents: (1) Calvert County Request for Proposal RFP Number – Purch 2019-076; (2) Questions and Answers/Clarification No. 1; (3) Questions and Answers/Clarification No. 2; (4) Addendum No. 1; (5) Contractor’s Technical Submittal dated March 21, 2019; and (6) Agreement between Calvert County and Contractor dated July 16, 2019; and

WHEREAS, the Calvert County Contract provides that Contractor will extend the terms and conditions of the Calvert County Contract to other governmental agencies and public agencies that receive government funds for these commodities and/or services; and

WHEREAS, the City desires to retain the services of Contractor to provide an automated speed enforcement system for the City; and

WHEREAS, Contractor has agreed to extend the terms of the Calvert County Contract to the City, and to amend the terms of the Calvert County Contract as set forth herein; and

WHEREAS, the City desires to retain the services of Contractor to provide an automated speed enforcement system under the terms and conditions set forth herein; and

WHEREAS, the Contractor is responsible for site design, engineering, permitting and construction to install or operate the system at the agreed upon sites by the Contractor and City of Greenbelt, MD. This agreement is conditioned on, where applicable, all Prince George County permitting being completed.

WHEREAS, in or about June 1, 2017, the City and the Contractor entered into a piggyback Contract for Speed Camera Enforcement.

In consideration of the mutual covenants and obligations contained herein, the receipt and sufficiency of which are hereby acknowledged, the City and Contractor hereby agree as follows:

1. Recitals Incorporated. The above Recitals are incorporated into this Agreement as operative provisions hereof.

2. Services Provided. Contractor shall provide to the City the following services: an automated speed enforcement system conforming to the specifications set forth in the Calvert County Contract, as the Contract is amended by Contractor's Technical Proposal dated March 21, 2019, attached hereto as a portion of Exhibit A ("the Services"). The Services shall be provided as detailed in the Contract Documents listed in Section 5 hereof, *below*.

Contractor agrees to accept the City's budget and to perform the Services in a diligent, professional and competent manner throughout the term of this Agreement. Contractor further acknowledges that the City retains the right to reduce the scope of the Services herein contracted for in order to meet its needs and the City's established budget and schedule.

3. Fees. The City hereby agrees to pay Contractor as full consideration for the Contractor's satisfactory performance of its obligations under this Agreement the following sums:

FOR EACH AUTOMATED SPEED ENFORCEMENT

SYSTEM THAT IS IN OPERATION:

\$2,800.00 per month

Fees shall be paid upon satisfactory completion of services rendered and the submission of an invoice therefor. Invoices shall be sent to the City at the City's address set forth hereinbelow. The Contractor must provide a detailed system billing report each month showing all full payments (by citation number) to accompany each submitted invoice. Contractor shall also:

- Mail up to three (3) notices per violation (including late notices):
- Provide payment and mail processing of citations, telephone customer service, pay-by-phone, pay-by-web, integrated Voice Response (IVR) system, document imaging, and online cashiering support to the cashiering efforts of The City of Greenbelt, MD;

- Provide Standard Monthly, Quarterly, and Annual Reports (containing information to be defined by the City.)

The Contractor shall submit monthly invoices in a form and format to be approved by the City. At a minimum each monthly invoice must contain a report that includes all full payments by citation number. The Contractor's monthly invoice is due by the 15th of each month for the previous month and must be submitted to: Finance Department of the City of Greenbelt, Maryland. All periodic Reports described above shall also be submitted to the Finance Department.

Contractor may collect convenience fees for web and pay-by-phone payments on the Speed Camera Enforcement Contract dated, May 14, 2012, May 1, 2015, May 1, 2016 and the Agreement dated June 1, 2017, to align with this agreement and the Price Proposal in the Agreement between Calvert County and Contractor dated July 16, 2019.

The program shall be and remain Cost Neutral to the City, as further described in EXHIBIT A, in Paragraph 2 SCOPE OF WORK (A) (23) (page 22) .

4. Term. The term of this contract shall be for a period of one (1) year commencing at 12:00 a.m. June 1, 2020 ("the Effective Date") and terminating at 11:59 p.m. on June 30, 2021. At the sole option of the City, the term of this Agreement may be extended for up to four (4) additional one-year periods under the same terms and conditions set forth herein. If the City desires not to extend this Agreement, the City shall so advise Contractor not less than ninety (90) days prior to the end of the initial term of this Agreement or any subsequent term. Notwithstanding any other provisions of this Paragraph 4, the City shall have the right to terminate the Agreement if it determines that doing so is in the best interests of the City (as set forth in Exhibit A) or if funds are no longer available or have been exhausted (as set forth in Exhibit A.)

5. Contract Documents. The Contract shall consist of this Agreement, and the following additional documents which are attached hereto and incorporated herein by reference:

- (1) **All documents comprising the Calvert County Contract, Exhibit A hereto; and**
- (2) **Insurance Certificate naming the City as an Additional Insured, Exhibit B hereto.**

Except as may expressly be set forth herein in this Agreement, the provisions of the Calvert County Contract shall govern the obligations and responsibilities of the parties. The parties understand that any references in the Calvert County Contract to Calvert County shall be interpreted with respect to this Agreement to mean the City. Similarly, whenever there is a reference in the Calvert County Contract to an obligation to be performed by a person with Calvert County, such reference shall be replaced with the City's Chief of Police or his designee. Contractor represents and warrants that it is completely familiar with and will comply with all applicable Federal, State and local laws and does not require that all such laws be specifically referenced.

6. Conflict between documents. In the event of a conflict between this Contract and any of the Contract Documents, the terms of this Contract shall prevail.

7. Ethics. The person executing this Agreement on behalf of the Contractor certifies that he understands and shall abide by the provisions of the City Charter and the City's Code of Ethics, as amended from time to time, dealing with conflicts of interest, prohibition against the solicitation or acceptance of gifts, etc..

8. Notices. This Section shall supersede the terms of any "Notice" provisions of the Calvert County Contract. All notices or other communications required or permitted hereunder shall be in writing and either delivered either (a) by hand or (b) by fax or electronic mail and by U.S. mail, postage prepaid, certified or registered return receipt requested, addressed as follows, unless otherwise directed by a City or Contractor:

To the City:

The City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FAX: _____

With a copy to:

FAX: _____

To Contractor: Rekor Recognition Systems, Inc.
Rodney Hillman
7172 Columbia Gateway Drive, Suite 400
Columbia, MD 21046
RHillman@rekorsystems.com

With a copy to: Crowell Morning LLP
1001 Pennsylvania Ave NW
Washington, DC 20004
Attn: Lex Eley, Esq.
LEley@crowell.com

9. Doing Business in Maryland. Contractor warrants and represents that it (1) is either (a) incorporated in Maryland or (b) registered or qualified by the Maryland State Department of Assessments and Taxation (SDAT) as required by the Maryland Annotated Code, Corps. & Assocs. Article, to do business in Maryland and (2) is in good standing with SDAT.

10. Record Retention, Audits and Inspections. The Contractor shall retain all financial and programmatic records for a period of three (3) years from the date of issuance of final payment hereunder. Furthermore, Contractor shall permit the City to have access to any and records, including subcontracts covered by this Agreement. Access shall be available at any time during normal business hours and as often as deemed necessary by the City.

11. Insurance. Contractor shall maintain all insurances and, in such amounts, and form as are required by the Calvert County Contract; however, the insurance certificates therefor shall name the City as an additional insured.

12. Liquidated damages. Contractor shall be responsible for liquidated damages if more than 5% of the potential violations submitted in a calendar year are found to be erroneous as determined in §21-809(3.ii). If the 5% threshold is reached, the Contractor shall be required to liquidate 50% of the fine amount, plus any reimbursements paid by the City.

13. Radar Maintenance. The Contractor shall be responsible for maintaining the radar units, including all costs. The maintenance will include a third-party independent calibration of the systems at each of the following events:

- Before initial installation of each speed monitoring system;
- On a semi-annual basis thereafter; and
- Upon removal of a unit from the field for repair or replacement.

The laboratory will be chosen by the City, and written documentation will be sent to the vendor. This laboratory will not change unless the Contractor is notified in writing.

14. Warranties. Contractor represents and warrants that it shall perform all the services described herein with care, skill and diligence, in a professional manner, in accordance with industry standards and shall be responsible for professional quality and technical accuracy of the services furnished under this Agreement. Contractor shall comply with all applicable laws, rules and regulations in performing services under this Agreement.

15. Severability. If any term or provision of this agreement shall be held invalid or unenforceable to any extent, the remainder of this Agreement shall not be affected thereby, and each term and provision of this Agreement shall be enforced to the fullest extent permitted by law.

16. Governing Law. This Agreement and the rights and obligations of the parties and their successors and assigns hereunder shall be interpreted, construed, and enforced in accordance with the laws of the State of Maryland without regard to its choice and/or conflict of law's provisions. Any legal action resulting from, arising under, out of or in connection with, directly or indirectly, this Agreement shall be commenced exclusively in the state courts in Prince George County, State of Maryland.

17. This Agreement may be modified only by a written instrument signed by both parties.

IN WITNESS WHEREOF, on the date hereinabove set forth, the parties hereto have executed this Agreement in two duplicate originals, any one of these shall be adequate proof of this Agreement without locating or accounting for the other.

ATTEST:

REKOR RECOGNITION SYSTEMS, INC.

BY:

Rod Hillman
Chief Operating Officer

Federal I.D. Number:

Address:

20-4086662

7172 Columbia Gateway Drive, Suite 400
Columbia, MD 21046

Telephone Number:

410.762.0800 x301

rhillman@rekorsystems.com

E-mail

address:

ATTEST:

CITY OF GREENBELT, MD

BY: _____

Name:

Title:

**CITY OF GREENBELT, MARYLAND
CONTRACT FOR COLLECTION SERVICES
AS TO DELINQUENT ACCOUNTS**

THIS CONTRACT FOR COLLECTION SERVICES AS TO DELINQUENT ACCOUNTS ("CONTRACT") between the CITY OF GREENBELT, MARYLAND, a Maryland municipal corporation, (hereafter referred to as "CITY") and REKOR RECOGNITION SYSTEMS, INC. f/k/a BREKFORD CORP. (hereinafter "REKOR" or the "CONTRACTOR") is made effective as of this _____ day of _____, 2020 ("the Effective Date").

WHEREAS, the Contractor has provided collection services as to delinquent accounts under a written agreement known as "City of Greenbelt, Maryland Contract for Collection Services as to Delinquent Accounts," with an effective date of September 3, 2015 (hereinafter "2015 Collection Contract"); and

WHEREAS, the parties are terminating the 2015 Collection Contract as of the Effective Date of this Contract, and City desires for the Contractor to provide collection services as to delinquent accounts under a new written Agreement as to an automated speed enforcement system ("the Agreement") which is being entered into contemporaneously with this Contract, and the Contractor desires to provide such services, subject to the terms and conditions set forth in this Contract.

NOW, THEREFORE, in consideration of the mutual promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is, on the date indicated above, agreed by the parties hereto as follows:

I. COLLECTION SERVICES

- A. The Contractor shall follow the progression of collection steps set forth in Schedule A as to all delinquent accounts referred to it by the City. A "delinquent account" is defined as an account for which a speed enforcement citation was issued and which has not been paid after no fewer than three (3) notices have been sent by the Contractor via U.S. Mail to the violator in accordance with the Agreement. Unless otherwise directed by the City in writing, Contractor agrees to cease any communication with a debtor if the City notifies Contractor of a dispute.

II. COMPENSATION AND ACCOUNTING

- A. The Contractor shall have authority to receive payments from debtors and shall have authority to endorse checks, drafts, money orders which are received from debtors in payment of their delinquent accounts.
- B. The Contractor shall submit monthly invoices in a form and format to be approved by the City. At a minimum, each monthly invoice must contain a report that includes all payments by citation number. The Contractor's monthly invoice is due by the 15th of each month for the previous month's payments.
- C. For Delinquent collections, the Contractor will be compensated a collection fee of thirty (30%) of all payment

III. CONTRACT TERM

- A. This Contract shall have a term beginning on the Effective Date set forth above and terminating contemporaneously with the Agreement. In addition, unless the City gives 90 days' written notice prior to the conclusion of the current term, this Contract shall automatically renew for a period of one (1) year at the conclusion of the then-current term, for up to a total of four (4) renewal years.
- B. City agrees that any delinquent account referred to Contractor for collections will not be referred to any other contractor, during the term (whether original or additional) of this Contract.

IV. PROCEDURE AND REFUNDS

- A. The City agrees that once debts are placed with Contractor, Contractor is entitled to compensation as set forth in this Contract, regardless of where or how the debt is paid, including to the City, Contractor or any other entities collecting on behalf of the City or Contractor. However, payments received after expiration of this Contract shall be paid over in full to the City.
- B. The City and Contractor agree to report all payments received in accordance with this Contract to one another within three (3) business days of receipt of payment.
- C. If the City notifies Contractor that it has refunded a payment to a debtor on a debt for which Contractor was previously paid, Contractor shall refund its fee to the City in the form of a credit on the next monthly invoice.

V. INDEMNIFICATION BY CONTRACTOR

A. Contractor represents and warrants that it is authorized to perform its obligations under this Contract in any jurisdiction in which it will be performing debt collection services. In performing its obligations under this Contract, Contractor shall comply with all federal, state and local laws relating to debt collection, including but not limited to the Fair Debt Collection Practices Act (collectively "Debt Collection Laws"), and shall indemnify and hold harmless the City as to any of Contractor's violations of the Debt Collection Laws. Contractor shall save and keep harmless and indemnify City, its agents, servants, employees, officers or representatives from any and all claims of whatsoever nature or kind arising directly or indirectly from Contractor's violation of the Debt Collection Laws, and Contractor shall save and hold harmless and indemnify City from any suits, demands, claims or fines of whatsoever nature or kind arising directly or indirectly from violation of the Debt Collection Laws. The indemnifications set forth in the previous sentence shall include, but not be limited to, payment of any reasonable attorney's fees incurred by the City as a result of any of Contractor's violation of the Debt Collection Laws.

VI. ASSIGNMENT

- A. This Contract may not be assigned by Contractor to any third party without the express written permission of the City.

SIGNATURES

IN WITNESS WHEREOF, the parties have caused this Addendum to be executed on their behalf as of the date set forth below:

REKOR RECOGNITION SYSTEMS, INC.

CITY OF GREENBELT, MARYLAND

By: _____
(Authorized Signature)

By: _____
(Authorized Signature)

Title: _____

Title: _____

Name: _____

Name: _____

Date: _____

Date: _____

CITY OF GREENBELT, MARYLAND

Delinquent Account Collections

Schedule A

1. Load debt to collections system.
2. Send collection notification letters.
3. Skip trace for new addresses or phone numbers, as needed.
4. Send collection letters, as needed.
5. Make outbound calls, as needed.
6. Receive and report all payments.
7. Receive and record disputes by mail or otherwise and forward to the City.
8. Report debts and payments to credit bureaus, as needed (credit reporting threshold will be pre-approved by City)

City Council Agenda Item Report

Meeting Date: May 26, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

G12 Bus Service

Suggested Action:

Mayor Byrd requested this item be added to the agenda.

The motion would be to send a letter to WMATA, asking that they expand the Sunday bus service for the G12 to earlier in the morning (to accommodate essential workers that have to get to work early in the morning).

Attachments:

City Council Agenda Item Report

Meeting Date: May 26, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

Discussion of Outdoor Festivals and Labor Day Event

Suggested Action:

Reference: Email, N. Ard, 04/27/2020

Councilwoman Pope requested this item to be added to the agenda.

Attachments:

[Email, N. Ard, 04/27/2020.pdf](#)

Bonita Anderson

Subject: FW: Labor Day

From: Nicole Ard
Sent: Monday, April 27, 2020 1:02 PM
To: lindaivy@aol.com
Cc: Anne Marie Belton; David Moran
Subject: Re: Labor Day

Linda,
I hope you and your family are doing well.

Last week I talked with directors as part of our planning activities. I suggested directors with committee staff liaisons speak with the committee to talk about the event.

As public and private organizations attempt to understand and adapt to the evolving pandemic, I can only advise the committee to review the President and Governor's recovery planning documents, consult with the committee, vendors, non-profits, and regulators (like County and State license or permit providers) to discuss the event and how it might be impacted in 2020 or future years. I cannot advise you regarding specific action at this time. Each day seems to bring additional information and changes as the County, State, and Federal governments lead us forward. Links to the State and Federal plans are on the City website. There are also other resources like the County health hotline, Federal and State health guidance and contacts.

Thank you for the update on the building. Please note that the City is currently going through the budget process virtually. This includes funds to address space, security and other needs. However, the pandemic has brought significant financial challenges and anticipates reduced revenues.

Also underway, City staff are having discussions about what the "new normal" of City operations will be (as they are at other levels is government and in the private sector). That is taking place as the City provides continuity of essential operations in new ways. Staff has also been asked to look for expenditure reductions and ways to reduce costs in light of the revenue loss, unemployment, and economic uncertainty.

As more information becomes available it will be shared. Let me or Anne Marie know if you have any questions and we'll try to find the information or right person to help.

Thank you,
Nicole

Sent from my iPhone

On Apr 27, 2020, at 12:26 PM, "Linda Ivy" wrote:

Good Afternoon,

I wanted to check with you regarding Labor Day weekend. Do you have any thoughts on if we should plan for this year?

Also, regarding our last contact on the building at 115 Centerway. We tried to work with the various groups and businesses, but they all gave up. Let me know if there is any interest from the city.

Thank you,

Linda Ivy

City Council Agenda Item Report

Meeting Date: May 26, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

* Appointments to Advisory Boards

Suggested Action:

Reference: Application

Council interviewed Keith Lake for appointment to the Youth Advisory Committee (YAC). The applicant has attended a virtual meeting of the advisory board.

Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Lake to YAC.

Attachments:

City Council Agenda Item Report

Meeting Date: May 26, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

* Reappointment to Advisory Groups

Suggested Action:

Reference: Reappointment Survey

The following individuals has indicated their willingness to continue to serve on a City Advisory Board:

Dea Zugby - Community Relations Advisory Board (CRAB)

Leeann Irwin - Forest Preserve Advisory Board (FRAB)

Daniel Hamlin - Community Relations Advisory Board (CRAB)

Donald Martin - Board of Appeals (BOA)

Approval of this item on the consent agenda will indicate Council's intent to appoint them to a new term.

Attachments:

City Council Agenda Item Report

Meeting Date: May 26, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section:

Subject:

Meetings

Suggested Action:

Attachments:

[meetings.pdf](#)

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

5/21/2020 1:45 PM



City Council Meetings & Work Sessions May – June – July

Budget Work Session – Green Ridge House, (Virtual)	Wed.	05/27	7:30 pm
Work Session, Greenbelt East Advisory Coalition (GEAC), (Virtual)	Mon.	06/01	8:30 pm
Work Session, TBD, (Virtual)	Wed.	06/03	8:00 pm
Regular Meeting, Public Hearing Constant Yield Tax Rate/Budget Adoption, (Virtual)	Mon.	06/08	8:30 pm
Work Session, Greenbelt Board of Elections, (Virtual)	Wed.	06/10	8:00 pm
Work Session, TBD, (Virtual)	Mon.	06/15	8:30 pm
Work Session, TBD, (Virtual)	Wed.	06/17	8:00 pm
Regular Meeting, Virtual	Mon.	06/22	8:30 pm
Work Session, TBD, (Virtual)	Wed.	06/24	8:00 pm
No Meeting	Mon.	06/29	8:30 pm
Work Session, TBD, (Virtual)	Wed.	07/01	8:00 pm
Work Session, TBD, (Virtual)	Mon.	07/06	8:30 pm
Work Session, TBD, (Virtual)	Wed.	07/08	8:00 pm
Work Session, Greenbelt Homes Inc. (GHI), (Virtual)	Mon.	07/13	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 MD RELAY at 711 or e-mail banderson@greenbeltmd.gov to reach the City Clerk. Unless otherwise noted, meetings will be held in the Council Room of the Municipal Building (MB) at 25 Crescent Rd. Meetings marked "CC" will be held in the Community Center at 15 Crescent Rd., "Greenbriar" will be held in the Terrace Room at 7600 Hanover Parkway, "SHL" will be held in the Springhill Lake Recreation Center, Green Ridge House will be held at 22 Ridge Road, "GHI" will be held at 1 Hamilton Place and "Verde" will be held at 8010 Greenbelt Station Parkway.

Bonita Anderson, City Clerk

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

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

MD RELAY 711

104

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

5/21/2020 1:45 PM

Ready to be scheduled:

BARC/BEP Meeting (include: Beltsville &
Vansville Associations, FAR-B, Congressman
Hoyer, etc.)
Roosevelt Center Owner
MARC Train Service/ MDOT
GHI – NCOZ/Arts & Entertainment District
Potential Bond Referendum/Capital Financing
Cemetery Plans
Forest Preserve/Community Gardens
WSSC
Beltway Plaza (stakeholder)
State Highway Administration
Teleconferencing
Pepco
Board of Education – Facility Needs
University of Maryland (2020)
Civic Association
Greenbelt East Advisory Coalition (GEAC)
Greenbelt Station Residents
Bernard Penney (Memorial Donation in honor of
Leonie Penney)
Economic Development/Recovery
Labor Day Committee

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
Hotels
Department of Permitting, Inspections &
Enforcement (DPIE)
Museum Plan
Apartments

City Council Agenda Item Report

Meeting Date: May 26, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section:

Subject:

Stakeholders

Suggested Action:

Attachments:

[Stakeholder Schedule.pdf](#)

Annual														
Advisory Group Chairs	3/16	2/17	7/18	7/19										
Franklin Park at Greenbelt Station Mgmt.	8/16	11/17	12/18	12/19										
Greenbelt East Advisory Coalition	3/16	7/17	3/19											
Greenbelt Homes, Inc.	6/16	7/17	7/18	7/19										
Greenbelt Station	8/19	12/19												
County Executive/ County Council	12/13	9/16	1/19											
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												
Greenway Center	7/14	12/16	2/19											
Civic Associations	8/14	2/18												
NASA/GSFC	3/15	3/17	9/19											
PG Co. Economic Development Corp.	8/14	4/17	7/19											
School Board	2/16	5/17	10/18	3/19										
State Highway Administration	6/15	10/17												
Every Three Years														
Apartments	2/18													
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												
Verizon	2/20													
PEPCO	9/14	1/17												
WSSC	12/12	9/16												
WGL														
Capital Office Park	12/12	1/16	9/19											
Other Business Parks:														
Maryland Trade Center														
Golden Triangle														
Hanover Parkway														
Belle Point														
Edmonston Road														
Hanover Parkway														

Roosevelt Center Owner	9/15													
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					
State's Attorney (4 years)	2/11	4/15	9/19											

(Rev. March 5, 2020)