

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
May 26, 2015 - 08:00 p.m.

I. ORGANIZATION

1. Call to Order
2. [Roll Call](#)
3. [Meditation and Pledge of Allegiance to the Flag](#)
6. Presentations

[Maryland Municipal League "If I Were Mayor" Contest Semi-Finalist - The Maryland Municipal League's "If I Were Mayor" contest winners and finalists have been selected. Christina Whiteman, in Ms. LaRusso's class at Robert Goddard French Immersion School, was selected as a District 9 \(Prince George's County\) semi-finalist. Ms. Whiteman will start the meeting tonight and then read her essay, a copy of which is included in Council's packet. \(CM\).](#)

[6 MML Announcement and Essay.](#)

[Eleanor Roosevelt High School Debate Team - The Eleanor Roosevelt High School Debate Team won the championship title at the National Liberty Bell Classic Debate Tournament hosted by the University of Pennsylvania on February 13-15, 2015. Coaches and members of the team have been invited to attend tonight's meeting. \(CM\).](#)

[6 Press Release](#)

Eleanor Roosevelt High School Girls Basketball Team - The Eleanor Roosevelt High School Lady Raiders Basketball Team won the Prince George's County Championship on February 25, 2015, and the Maryland 4A State Championship on March 14, 2015. Coaches and members of the team have been invited to attend tonight's meeting. (CM).

Eleanor Roosevelt High School Boys Basketball Team - The Eleanor Roosevelt High School Raiders Boys Basketball Team won the Prince George's County Championship on February 25, 2015. Coaches and members of the team have been invited to attend tonight's meeting. (CM).

Peace Month Proclamation - Since 2009, June has been declared as Peace Month in Greenbelt. Alexander Barnes, Sr. will attend the meeting to receive the proclamation on behalf of the Prince George's Peace and Justice Coalition. (CM).

6 DRAFT Peace Month Proclamation

Small Cities Month Proclamation - The National League of Cities (NLC) has declared June as Small Cities Month. Councilmembers Putens and Pope, members of the NLC Small Cities Council, will accept the proclamation. (CM).

6 DRAFT Small Cities Proclamation

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

II. COMMUNICATIONS

7. Public Hearing

- Proposed FY 2016 Budget - On March 23, 2015, the City Manager presented a proposed budget for Fiscal Year 2016 to the City Council. Since then, Council has held eight work sessions to review the budget. The budget is scheduled to be adopted at the regular City Council meeting on June 8. 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, the first having been held on April 27. It is recommended that the regular meeting be recessed for the purpose of conducting public hearings on the FY 2016 proposed budget and the Constant Yield Tax Rate. (The meeting should be reconvened following the hearings. No motion is required to begin or end the public hearing.)

7 Budget Hearing

- Constant Yield Tax Rate - A public hearing must be held in accordance with the State of Maryland's Constant Yield Tax Rate requirements. The required notice was published in the May 6, 2015, Greenbelt News Review, a copy of which is included in Council's packet. Note: At the end of this hearing, to comply with state law, it must be announced that the City's property tax rate will be set when the FY 2016 budget is adopted at the City Council meeting on June 8, 2015, at 8:00 p.m. in the Council Room of the Municipal Building. (CM).

7 Constant Yield Tax Rate Notice

8. Petitions and Requests (Petitions received at the meeting will not be acted upon by the City Council at this meeting unless Council waives its Standing Rules.)

- * 9. Minutes of Council Meetings

Work Session, March 2, 2015

9 DRAFT Minutes 3-2-15

Work Session, April 22, 2015

[9 DRAFT Minutes 4-22-15](#)

Regular Meeting, May 11, 2015

[9 DRAFT Minutes 5-11-15](#)

10. [Administrative Reports](#)

* 11. Committee Reports - Advisory Planning Board, Report #2015-2 (Economic Development and Sage Policy Group Report): It is recommended that Council accept this report and consider it on the agenda of a future meeting. (CM)

[11 APB Report](#)

A. Advisory Planning Board, Report #2015-2 (Economic Development and Sage Policy Group Report)

III. LEGISLATION

12. [A Resolution to Negotiate the Purchase of Recodification of the City Code from Municipal Code Corporation at a Cost Not to Exceed \\$13,530 - 2nd Reading, Adoption -Reference: Draft Resolution Memorandum, C. Murray, 05/07/2015 Proposal, General Code Corporation, 03/17/2015 Proposal, Municipal Code Corporation, 03/19/2015 Council authorized funding in the FY 2015 Budget for recodification of the City Code. The City Code had its last comprehensive update in 1984. Proposals were received for the recodification from General Code Corporation and Municipal Code Corporation, the two primary vendors for municipal code work. The cost of the recodification, including the printing of 30 new Code Books, is \\$14,775 from](#)

General Code and \$12,450 from Municipal Code. The proposals include an editorial analysis and legal review of the current code including: 1) identification of any conflicts or duplications that occur; 2) assurance of compliance to State and Federal statutes; and 3) analysis of fees in comparison to other municipalities and the State. Vendors will then return a draft code (in sections) including any recommended changes and/or suggestions to the City for staff and legal review. Based on revisions agreed to by all parties, the vendor will prepare one Code Revision Ordinance for adoption by Council. The entire process averages 12 to 15 months. Both proposals include the vendor hosting the City Code through their websites (linked to the City website) for the first year. This service includes: 1) advanced search capabilities; 2) updating of ordinances amending the code online; and 3) linking of the ordinance to the amended code section. The cost to continue this service after the first year is \$995 annually from Municipal Code through MyMunicode and \$1,195 annually from General Code through eCode360. Vendor hosting of the Code will be evaluated during this period and a decision whether to continue with this option can be determined at a later time. If the City chooses not to continue this service after the first year, the Code will be maintained in-house (as is currently done) on the City website and the vendor will provide an electronic version when supplemental updates are ordered. Staff recommends contracting with Municipal Code Corporation for the recodification of the City Code. Municipal Code has been the City's vendor for the existing Code and annual updates and staff has been very satisfied with their services. Mr. Herling introduced this resolution for first reading at the last meeting. It is recommended the resolution be introduced for second reading and moved for adoption tonight. (CM).

12 DRAFT Resolution

12 General Code

12 Municipal Code

12-Memo, C. Murray.

13. A Resolution to Amend Resolution 2024, A Resolution to Purchase Certain Goods and Services from Various Vendors as Enumerated Herein When Total Fiscal Year Purchases from Each Vendor Exceed Ten Thousand Dollars (\$10,000) - 1st Reading - Reference: Draft Resolution Resolution 2024 Memorandum, J. Williams, 05/18/2015
Due to vacancies in the Recreation and Planning and Community Development Departments, both Departments contracted with Randstad for the services of temporary employees. It is anticipated that the combined total of services from Randstad for both Departments will exceed the \$10,000 threshold. This resolution will add Randstad to the City's Negotiated Purchase List. It is recommended this resolution be introduced for first reading. (CM).

13 Draft Resolution

13 Memorandum, J. Williams

13 Resolution 2024

IV. OTHER BUSINESS

14. Selection of Audit Services - Reference: Cohn Reznick 2014 Bid Page
Following a Request for Proposals (RFP) issued last year for auditing services, Council awarded auditing services for fiscal year 2014 to the firm of Cohn Reznick. The fiscal year 2014 audit was the first annual audit performed by Cohn Reznick. It is expected that the City will receive its consecutive thirty-first award for fiscal year 2014 CAFR. Cohn Reznick staff are professional and their results are in line with the City's expectations. The projected fee for services is \$32,500 which is an 8.3% increase over a year ago which is comparable to the other firms' responses. Because the annual audit is a review of staff's work product, no recommendation is made in regard to which firm

City Council chooses to perform the annual audit for fiscal year 2015. Council direction is sought. (CM).

14 Cohn Reznick Bid Page

15. Grand Re-Opening - Greenbelt Theatre - Reference: Email, K. Ruff, 05/18/2015

The Grand Re-opening of the Greenbelt Theatre is scheduled for Friday, May 29, 2015. As part of the re-opening, the theatre operator, Caitlin McGrath and the Friends of the Greenbelt Theatre, have asked for permission to serve sparkling wine at the reception. In the review of the theatre's Operating Agreement, it was decided that any requests to serve alcohol at the theatre would need Council approval. It is recommended that Council approve the serving of sparkling wine at the grand re-opening reception. (CM).

15 Email, K. Ruff

16. Council Reports

- V. MEETINGS - It is recommended that Council schedule an Executive Session immediately following this meeting to discuss the acquisition of real property. To schedule the Executive Session the following motion is needed: I move that Council schedule an Executive Session immediately following this meeting in the Library of the Municipal Building. Council will hold this closed meeting in accordance with the General Provisions Article 3-305(b)(3) of the Annotated Code of Public General Laws of Maryland to consider the acquisition of real property.

05/25

No Meeting (Memorial Day)

Mon.

<u>Interview for Advisory Group (Library)</u>	<u>Tues.</u>	<u>05/26</u>	<u>7:40 pm</u>
<u>Regular Meeting/2nd Public Hearing/Constant Yield Tax Rate</u>	<u>Tues.</u>	<u>05/26</u>	<u>8:00 pm</u>
<u>Work Session – Transit (CC)</u>	<u>Wed.</u>	<u>05/27</u>	<u>8:00 pm</u>
<u>Work Session – TBD</u>	<u>Mon.</u>	<u>06/01</u>	<u>8:00 pm</u>
<u>Work Session – Clergy (CC)</u>	<u>Wed.</u>	<u>06/03</u>	<u>8:00 pm</u>
<u>Regular Meeting/Budget Adoption</u>	<u>Mon.</u>	<u>06/08</u>	<u>8:00 pm</u>
<u>Work Session – Economic Development Next Steps (CC)</u>	<u>Wed.</u>	<u>06/10</u>	<u>8:00 pm</u>
<u>Work Session – Greenbelt Homes, Inc. (GRH) Tentative</u>	<u>Mon.</u>	<u>06/15</u>	<u>8:00 pm</u>
<u>Work Session – Franklin Park (CC) Tentative</u>	<u>Wed.</u>	<u>06/17</u>	<u>8:00 pm</u>

<u>Regular Meeting</u>	<u>Mon.</u>	<u>06/22</u>	<u>8:00 pm</u>
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<u>Work Session – TBD (CC)</u>	<u>Wed.</u>	<u>06/24</u>	<u>8:00 pm</u>
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<u>MML Convention</u>	<u>Sun.-</u>	<u>06/28</u>	<u>–</u>
	<u>Wed.</u>	<u>07/01</u>	

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