

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
May 22, 2017 - 08:00 p.m.

I. ORGANIZATION

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

II. COMMUNICATIONS

6. Presentations

[American Legion Auxiliary - Poppy Presentation - The American Legion Post 136 will hold its commemoration of Memorial Day on May 29. Officers and members of the American Legion Auxiliary, will attend the meeting and make a presentation in honor of this annual remembrance of those who have died in combat while serving in the armed forces. \(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).

Peace Month Proclamation

Police Officers Proclamation - The week of May 15-21 was National Police Week, which included Peace Officers Memorial Day. Mayor Jordan will read a proclamation in honor of all police officers. Acting Captain Gordon Pracht will accept the proclamation on behalf of the Police Department. (CM).

Police Officers Proclamation

7. Public Hearing

Proposed FY 2018 Budget - On March 29, 2016, the City Manager presented a proposed budget for Fiscal Year 2018 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 5. 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 24. (CM) It is recommended that the regular meeting be recessed for the purpose of conducting public hearings on the FY 2018 proposed budget and the Constant Yield Tax Rate. (No motion is required to begin or end the public hearing.) (CM).

FY 2018 Proposed Budget

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 11, 2017, 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 2018 budget is adopted at the City Council meeting on June 5, 2017, at 8:00 p.m. in the Council

Room of the Municipal Building. (CM)

Constant Yield Tax Rate

Voting Age for City Elections - Lowering the Voting Age to Allow for 16 and 17 Year Olds to Vote

Council held a work session with the Youth Advisory Committee (YAC) on November 2, 2016, to discuss YAC Report #2015-1 which recommends that the City lower the voting age for municipal elections to allow for 16 and 17 year olds to vote in the elections. At its meeting on November 28, 2016, Council referred the YAC Report #2015 to the Community Relations Advisory Board (CRAB) and Advisory Committee on Education (ACE) for consideration and, once the reports were received, a hearing be scheduled as part of a regular meeting to obtain public comment. Reports from CRAB and ACE have been received and both advisory groups recommend the voting age be lowered. The hearing tonight has been scheduled to obtain public comment. (CM)

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.) Petition Jeff Harrison
Petition to request that the City promulgate an ordinance to reconcile the City's detainer policies with the policies and procedures of the County Department of Corrections: Included in Council's packet is a petition from Jeff Harrison on behalf of a group Peoplepower.org and other Greenbelt Residents. (DEM

Petition from Jeff Harrison

9. Minutes of Council Meetings Statement for the Record - Executive Session of May 9, 2017 - The following motion is needed: In accordance with the General Provisions Article, Section 3-306(c)(2) of the Annotated Code of Public General Laws of Maryland, I move that the minutes of tonight's meeting reflect that Council met in executive session on Tuesday, May 9, 2017, at 7:45 p.m. in the Library of the Municipal Building. Council held this closed meeting in accordance

with the General Provisions Article, §3-305(b)(1) of the Annotated Code of Public General Laws of Maryland, to consider a personnel matter (evaluation of City Manager).

Vote to close session:

-	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
<u>Ms. Davis</u>	<u>X</u>	-	-	-
<u>Mr. Herling</u>	-	-	-	<u>X</u>
<u>Ms. Mach</u>	<u>X</u>	-	-	-
<u>Ms. Pope</u>	<u>X</u>	-	-	-
<u>Mr. Putens</u>	<u>X</u>	-	-	-
<u>Mr. Roberts</u>	<u>X</u>	-	-	-
<u>Mayor Jordan</u>	<u>X</u>	-	-	-

The following staff member was in attendance: None. Other individuals in attendance: None. Council took no actions during this session. (CM).

[Statement for the Record - Executive Session of May 9, 2017](#)

[Work Session, March 29, 2017](#)

[Interview, April 24, 2017](#)

[Regular Meeting, May 8](#)

[Work Session, May 10, 2017](#)

[Work Session, May 15, 2017](#)

10. [Administrative Reports](#)

*11. Committee Reports - Community Relations Advisory Board, Report #2017-01 It is recommended Council accept this report and consider it later on the agenda. - Forest Preserve Advisory Board, Report #2017-01: It is recommended Council accept this report and schedule a work session with the consultant.

[Community Relations Advisory Board, Report 2017-01](#)

[Forest Preserve Advisory Board, Report 2017-01](#)

III. LEGISLATION

IV. OTHER BUSINESS

12. [Voting Age for City Elections – Lowering the Voting Age to Allow for 16 and 17 Year Olds to Vote/ Youth Advisory Committee Report #2015, Advisory Committee on Trees Report #2017-3, Community Relations Advisory Board Report # 2017- YAC Survey. 2015 Election Questionnaire Results Council held a work session with the Youth Advisory Committee \(YAC\) on November 2, 2016, to](#)

discuss YAC Report #2015-1 which recommends that the City lower the voting age for municipal elections to allow for 16 and 17 year olds to vote in the elections. At its meeting on November 28, 2016, Council referred the YAC Report #2015 to the Community Relations Advisory Board (CRAB) and Advisory Committee on Education (ACE) for consideration and, once the reports were received, a hearing be scheduled as part of a regular meeting to obtain public comment. Reports from CRAB and ACE have been received and both advisory groups recommend the voting age be lowered. A public hearing was held earlier this evening.

YAC Report 2015-1

ACE Report 2017-3

CRAB Report 2017-1

2015 Election Questionnaire Results

YAC Survey

13. Approval of Speed Camera Contract - Reference: Memorandum, Lt. Gordon Pracht, 5/15/17

Draft Agreement

Memorandum, Calvert County Purchasing Office, 2/21/17

List of Speed Cameras

The City's contract with our current speed camera vendor, Brekford Corporation, expired on April 30, 2017. The contract was extended for one month until May 31, 2017. Brekford is willing to allow the City to piggyback on a Calvert County Contract that was awarded following a competitive RFP process and executed on March 8, 2016. The new contract rate is a flat fee of \$3,100 per month per speed camera. The City currently has seven cameras so the total fee will be \$260,400 per year. The City's total revenue from speed cameras in FY 2017 is estimated at \$400,000. This fee structure (per unit instead of per ticket) and the other contract provisions are compliant with the Speed

Monitoring Enforcement Systems Reform Act of 2014. The contract includes a provision that if a particular camera generates less than \$3,100 per month, Brekford will accept the lower amount as payment. The fees in the new three year contract are \$33,600 per year lower than our current contract. The City sought proposals from two other firms. One did not respond and the other quoted a higher per unit fee. College Park recently awarded a contract to a different vendor and the per unit fee was significantly higher. Brekford has contracts with other Maryland jurisdictions including: Capitol Heights, Cheverly, Denton, Hagerstown, Landover Hills, Laurel and Salisbury. Brekford is on the City's Negotiated Purchase list (Resolution 2044). It is recommended that Council approve the Agreement with Brekford Corporation. Gordon Pracht, Police Lieutenant, will be available to answer any questions. (DEM).

Memorandum, Lt. Gordon Pracht, 5-15-17

Draft Agreement

Exhibit A.

Exhibit B

Memorandum, Calvert County Purchasing Office, 2-21-17

List of Speed Cameras

14. Final Design Concept Approval – Buddy Attick Park Parking Lot -
Reference: PRAB Report #2016-5
Design Plans, 3/7/17
Civil Engineering Plans, 3/9/17
In 2015, the city received \$187,700 in grant funding through the
Cheapeake Bay Trust's Prince George's County Stormwater
Stewardship Grant Program to incorporate Low Impact Development
(LID) practices within the Buddy Attick Park parking lot redesign
project. Bradly Site Design in partnership with Greening Urban Inc.,
was awarded the design contract for the project and developed several

draft concept designs. Council reviewed the draft design plans at a worksession held April 20, 2016 and provided direction on the preferred design plan and specific elements incorporated therein. A follow up work session was held August 1, 2016 to review updated plans. The revised plans reflected comments from Council, the Greenbelt Advisory Committee on Environmental Sustainability, the Advisory Planning Board, the Park and Recreation Advisory Board, and staff comments from the Planning, Recreation and Public Works departments. At this worksession, staff informed Council that the preliminary cost estimates for the design plan exceeded available funding. Staff recommended Council consider further redesign to lower costs and allocation of additional funding. Council indicated general support of the project design and requested staff and Bradley Site Design work to lower the cost of the project and further refine the design details. The current design plans keep the overall site design and stormwater management strategy previously reviewed by Council. While still of sufficient size to treat storm water runoff, the bioretention areas were reduced. In addition, island medians and landscaping schemes were simplified. With these changes, it is believed the project can be completed utilizing the remaining grant funds and additional funds budgeted for FY 2018. It is recommended Council approve the presented design for the Buddy Attick Parking Lot and direct staff to proceed with acquiring permits and advertising the project for construction. (JB)

PRAB Report 2016-5

Design Plans, 3-7-17.

Civil Engineering Plans, 3-9-17

15. Award Agreement – Gateway Signage Grant -
Reference: Community Legacy Grant Agreement
Map of Proposed Sign Locations
Design drawings of Three Sign Types
The City has been awarded a Community Legacy grant for \$50,000
for the Gateway Welcome Sign Project. Under the grant agreement,

the City is required to contribute an additional \$37,960 with \$30,000 being a cash contribution and the remaining balance being an in-kind contribution. The City has already contributed \$9,500 towards the design of the signs, and anticipates spending an additional \$2,000 this fiscal year towards design services. The Proposed FY 2018 budget has \$17,500 allocated for this project bringing the City's total cash contribution budgeted to \$29,000. Since the grant funds awarded to the City is far less than the amount requested and needed to install all proposed signs, staff foresees the need to implement the construction phase of the project in multiple phases. The grant agreement requires the City install a minimum of four signs. Based on preliminary cost estimates, FY 2018 funding should cover the construction of the gateway sign on Southway and three pole mounted signs. Staff is recommending completion of the Southway sign in phase I given the current condition of the existing sign, however, Council direction is sought on what it would like to see completed in Phase I. Staff recommends City Council approve the grant agreement, and instruct staff to proceed with project implementation per Council's direction. Terri Hruby will be present to present sign designs and proposed sign locations. (TH)

Community Legacy Grant Agreement

Map of Proposed Sign Locations

Design drawings of Three Sign Types

17. Bikeways Grant Application - Reference: Memorandum, Jessica Bellah, Draft License Agreement Development and implementation of minor bicycle improvements on Hanover Parkway (north of Greenbelt Road) are included in the FY 2018 work program for utilization of Pedestrian/Bicycle Master Plan funds. Staff is recommended the City apply for a Bikeways grant to undertake a comprehensive feasibility study and design plan for bike facilities on Hanover Parkway. Staff proposes \$10,000 of proposed capital funds be used as a match for the grant project. Jessica Bellah, community planner will be in attendance to answer any questions about the grant program and proposed

project. The Bikeways grant application is due May 26, 2017. Council direction is sought. (JB)

Memorandum, Jessica Bellah, Draft License Agreement

17. Council Activities - Council will report on activities and events recently attended. (If time allows.)

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

* 19. Artist in Residence License Agreement - Reference: Draft License Agreement

The Greenbelt Community Center has a number of tenants with which the City holds License agreements as a condition of their use of space at the facility. The annual License Agreements the City holds with current participants in the Artist in Residence program located on the third floor of the facility are due for renewal on July 1, 2017. Included in Council's packet is a copy of the License Agreement for review. The License Agreement was reviewed by the City Solicitor and a few minor adjustments were made but there are no substantive changes to the agreement. In accordance with the terms of the prior License Agreement, the rental fee has been increased by 1.2% based on the 2016 Consumer Price Index (CPI). Approval of this item on the consent agenda will indicate Council's approval of the Artist in Residence License Agreement. (JM)

Draft License Agreement

* 20. Reappointment to Advisory Group -Reference: Reappointment Survey

Rick Ransom has indicated his willingness to continue to serve on the Community Relations Advisory Board. Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Ransom to a new term on CRAB. (CM)

- * 21. Appointment to Advisory Group - Reference: Applications
Council recently interviewed several applicants for advisory group vacancies. Approval of this item on the consent agenda will indicate Council's intent to appoint Owen Kelly to the Forest Preserve Advisory Board and Clara Holland to the Youth Advisory Committee. (SLM)
- * 22. Removal from Advisory Group - Reference: Email
Approval of this item on the consent agenda will indicate Council's intent to remove Charlette Wilson from the Arts Advisory Board. (SLM)

V. MEETINGS - Reference: Chart, Stakeholder/Regular Meetings

Master Calendar

<u>Work Session – Citizens Animal Response Team (CC)</u>	<u>Wed.</u>	<u>05/24</u>	<u>8:30 pm</u>
<u>City Holiday – Memorial Day,</u>	<u>Mon.</u>	<u>05/29</u>	
<u>Work Session – School Board Representative (CC)</u>	<u>Wed.</u>	<u>05/31</u>	<u>7:30 pm</u>
<u>Regular Meeting/Budget Adoption</u>	<u>Mon.</u>	<u>06/05</u>	<u>8:00 pm</u>
<u>Work Session – Friends of Greenbelt Theatre (CC)</u>	<u>Wed.</u>	<u>06/07</u>	<u>7:30 pm</u>
<u>Work Session – Housing Affordability Study (tentative)</u>	<u>Mon.</u>	<u>06/12</u>	<u>8:00 pm</u>
<u>Work Session – Revisions for Code Chapter 4 (CC)</u>	<u>Wed.</u>	<u>06/14</u>	<u>8:00 pm</u>
<u>Regular Meeting</u>	<u>Mon.</u>	<u>06/19</u>	<u>8:00 pm</u>
<u>Work Session – South Core Annexation Correction (tentative)(CC)</u>	<u>Wed.</u>	<u>06/21</u>	<u>8:00 pm</u>
<u>MML Conference</u>	<u>Sun.-</u> <u>Wed.</u>	<u>06/25-28</u>	

<u>No Meeting</u>	<u>Mon.</u>	<u>07/03</u>	
<u>Work Session – Greenbelt Homes Inc. (tentative). (CC)</u>	<u>Wed.</u>	<u>07/05</u>	<u>8:00 pm</u>
<u>Regular Meeting</u>	<u>Mon.</u>	<u>07/10</u>	<u>8:00 pm</u>
<u>Work Session – GEAC (Hunting Ridge)</u>	<u>Thu.</u>	<u>07/13</u>	<u>7:30 pm</u>
<u>Work Session – Greenbelt Homes Inc. (tentative). (CC)</u>	<u>Mon.</u>	<u>07/17</u>	<u>8:00 pm</u>