

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
April 25, 2016 - 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

[- The Honorable Peter Franchot, Comptroller of Maryland - The Honorable Peter Franchot, Comptroller of Maryland, will be present to provide an update on the State budget and the end of the 2016 Legislative Session. \(CM\).](#)

[- Greenbelt Middle School - Greenbelt Middle School's Science Team recently won the 2016 Prince George's County Public School Science Bowl Championship. Members of the Science Team, Alexander Swisdak,](#)

Chidimma Ndubuisi-Oluavu, Onome Efe-Aluebhosele and Ryan Mbuashundip, have been invited to attend this meeting along with the team teacher sponsors, Santos Gupta and Antoinette Glenn. (CM).

Background - Greenbelt Middle School Science Bowl Champions

- Public Works Week Proclamation - This year marks the 56th annual National Public Works Week sponsored by the American Public Works Association. Jim Sterling, Acting Director of Public Works, will be present to receive the proclamation on behalf of the department. (CM).

DRAFT Proclamation, Public Works Week

- Older Americans Month Proclamation - May is Older Americans Month. Joyce Kolenky, Service Coordinator for Green Ridge House, will receive the proclamation on behalf of the Greenbelt Assistance in Living Program (GAIL), the Golden Age Club, the Senior Citizens Advisory Committee and all older Americans of the City. (CM).

DRAFT Proclamation, Older Americans Month

- Greenbelt Middle School

7. Public Hearing

- FY 2017 Budget - On March 29, 2016, the City Manager presented the proposed budget for Fiscal Year 2017 to the City Council. Since then, Council has held three work sessions to review the budget and has another five work sessions scheduled through April and May. The budget is scheduled to be adopted at the regular City Council meeting on June 6, 2016. The City Code requires that a public hearing be held on the budget prior to its adoption. Tonight's public hearing is the first of two that have been scheduled. The second public hearing will be held on Monday, May 23, after the budget work sessions are completed. It is recommended that the regular meeting be recessed for the purpose of conducting a public hearing on the proposed FY 2017 Budget. The meeting should be

reconvened following the hearing. No motion is required to begin or end the public hearing. (CM).

Memo, Budget Update

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

- *-Regular Meeting, March 14, 2016

DRAFT Minutes, March 14, 2016

- *-Work Session, March 23, 2016

DRAFT Minutes, March 23, 2016

-Executive Session, March 23, 2016 - In order to approve these minutes, the following motion is needed: I move that the minutes of the executive session of the City Council held Wednesday, March 23, 2016, at 9:39 p.m., in Room 201 of the Community Center be approved as presented. 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 discuss a personnel matter. (CM).

- * Work Session, April 4, 2016

DRAFT Minutes, April 4, 2016

- * Interview, April 11, 2016

- * Regular Meeting, April 11, 2016

DRAFT Minutes, April 11, 2016

10. [Administrative Reports](#)

* 11. Committee Reports

*Arts Advisory Board, Report #2016-1 (Evaluation of FY 17 Recognition Group and Contribution Group Applications): It is recommended that Council accept this report and consider it at the Budget Work Session with Contribution Groups on May 4, 2016. (CM)

[11-AAB Report](#)

III. LEGISLATION

12. [A Resolution to Negotiate the Purchase of HVAC Improvements at the Greenbelt Community Center from Shapiro and Duncan Inc. at an Estimated Cost of \\$355,264 - 1st Reading Reference:](#)

[Resolution](#)

[Memorandum, J. Sterling, April 5, 2016 - Since 2012, City staff has been working to implement needed HVAC improvements at the Greenbelt Community Center. The engineering firm of Mendoza, Ribas, Farinas and Associates \(MRFA\) was hired to conduct an assessment and make recommendations. Council held a work session December 3, 2014 to discuss MRFA's assessment. MRFA identified two major deficiencies. First, the ventilation unit for the 1937 wing has a design flaw and does not fully dehumidify the outside air. Second, the gym HVAC unit is very noisy because the return air duct is too small. MFRA also recommended other improvements including replacement of the fan coil units. Staff issued a Request for Proposals \(RFP\) to implement MRFA's recommendation on January 6, 2016, to three firms who were pre-qualified by MRFA and received three responses. After reviewing the proposals, revising the scope of work and requesting revised proposals from the firms, two revised proposals were submitted. Included in Council's packet is a memo from James Sterling with pricing comparisons and describing the review and resubmission process. Shapiro & Duncan Inc. provided the best](#)

proposal at a cost of \$355,264. It is recommended the project be split into two parts for Council approval. First, it is recommended that Council authorize the negotiated purchase of Community Center HVAC improvements with Shapiro & Duncan Inc. at an estimated cost of \$355,264. Second, it is recommended that Council approve the purchase of 70 fan coil units directly from Boland Services (Trane) at a cost of \$181,792. Purchasing these units directly instead of through the contractor saves the City money. There is an estimated eight (8) week lead time for ordering the fan coil units. Boland Services (Trane) is listed on the City's Resolution for Negotiated Purchase. This purchase is included as the next item on Council's agenda. The total cost of the fan coil units and work by Shapiro & Duncan is \$537,056. Due to facility use and temperatures during the summer months, the installation work will be scheduled after Labor Day. The FY 2017 Proposed Budget includes \$545,000 for this project with 75% of the funding coming from Program Open Space funds. It is recommended this resolution be introduced for first reading. (DEM).

12-DRAFT Resolution.pdf, 12-Memorandum, J. Sterling

IV. OTHER BUSINESS

13. Community Center HVAC Improvements - Reference: Proposal, 3/16/16 - The previous agenda item contained details of proposed Community Center HVAC Improvements. It is recommended Council approve the purchase of 70 fan coil units directly from Boland Services (Trane) at a cost of \$181,792. There is an estimated eight (8) week lead time for ordering the fan coil units. Boland Services (Trane) is listed on the City's Resolution for Negotiated Purchase. Jim Sterling, Acting Director of Public Works, will be present to discuss this project. (DEM).

13-Proposal

14. Greenbelt Station Phase I Revision to Detailed Site Plan (DSP-04081-09) Reference:

[Memorandum, J. Bellah, April 18, 2016](#)

[Letter, J. Frye, February 16, 2016](#)

[Exhibit of Trail Location - The Greenbelt Station site developer is requesting a revision to amend the current housing permit trigger associated with construction of the public stream valley trail system along Indian Creek and extend the review timeframe for recreational amenities. The Stream Valley Trail is currently undergoing review, permitting, and creation of easements through several State and County agencies. The current timeframe for receiving final approvals and moving forward with construction is unknown and likely to occur after the current permit trigger. Included as a reference document is a memorandum from Jessica Bellah, Community Planner, indicating that staff believes that the revision is reasonable. However, staff recommends that construction of the Stream Valley Trail should be completed prior to the issuance of the 300th building permit, not the 352nd building permit as proposed by the developer. It is recommended Council approve the Greenbelt Station Phase I Revision to Detailed Site Plan \(DSP-04081-09\) with conditions detailed in Ms. Bellah's memo. \(JB\).](#)

[14-Memorandum, J. Bellah.pdf, 14-Letter, J. Frye.pdf, 14-Trail Location](#)

15. [Council Reports](#)

* 16. Local Government Insurance Trust (LGIT) - Board of Trustees Ballot - Reference:

Memorandum, LGIT, April 11, 2016

Background Information, LGIT Website - The Local Government Insurance Trust (LGIT) has provided its annual ballot to members for the election of its trustees. The Board of Trustees has approved the nomination of the following individuals to serve for three-year terms beginning July 1, 2016: Ted Zaleski (Carroll County); Tracy Farrish Gant (Edmonston); and Tony Tomasello (Gaithersburg). Information on the nominees is included in Council's packet. Approval of this item on the consent agenda will authorize the City Clerk to respond affirmatively on these three candidates

on behalf of the City Council by the June 3, 2016, deadline. (CM)

16-Memo and Background Information

* 17. Reappointment to Advisory Group - Reference:
Reappointment Survey - Ken Blue has indicated his willingness to continue to serve on the Parks and Recreation Advisory Board (PRAB). Approval of this item on the consent agenda will indicate Councils intent to appoint Mr. Blue to a new term on PRAB.

V. MEETINGS -

<u>Regular Meeting /1st Public Hearing</u>	<u>Mon.</u>	<u>04/25</u>	<u>8:00 pm</u>
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<u>Budget Work Session – Public Works/Capital Projects/Other Funds/Non-</u>	<u>Wed.</u>	<u>04/27</u>	<u>7:30 pm</u>
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Departmental and Fund Transfers (CC)

<u>Four Cities Meeting (New Carrollton)</u>	<u>Thurs.</u>	<u>04/28</u>	<u>7:30 pm</u>
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<u>Budget Work Session – Social Services</u>	<u>Mon.</u>	<u>05/02</u>	<u>7:30 pm</u>
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<u>Budget Work Session – Planning</u>	<u>Mon.</u>	<u>05/02</u>	<u>8:30 pm</u>
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<u>Budget Work Session – Contribution Groups (CC)</u>	<u>Wed.</u>	<u>05/04</u>	<u>7:30 pm</u>
<u>Regular Meeting</u>	<u>Mon.</u>	<u>05/09</u>	<u>8:00 pm</u>
<u>Budget Work Session – Green Ridge House (CC)</u>	<u>Wed.</u>	<u>05/11</u>	<u>8:00 pm</u>
<u>Budget Work Session – Final Budget Review</u>	<u>Mon.</u>	<u>05/16</u>	<u>8:00 pm</u>
<u>Work Session – Beltsville Agricultural Research Center</u> <u>(tentative).(CC)</u>	<u>Wed.</u>	<u>05/18</u>	<u>8:00 pm</u>
<u>Regular Meeting - 2nd Public Hearing/Constant Yield Tax</u> <u>Rate/</u>	<u>Mon.</u>	<u>05/23</u>	<u>8:00 pm</u>
<u>ACE Student Awards</u>			
<u>Work Session – TBD (CC)</u>	<u>Wed.</u>	<u>05/25</u>	<u>8:00 pm</u>
<u>City Holiday – Memorial Day</u>	<u>Mon.</u>	<u>05/30</u>	

<u>Work Session – TBD (CC)</u>	<u>Wed.</u>	<u>06/01</u>	<u>8:00 pm</u>
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<u>Regular Meeting – Budget Adoption</u>	<u>Mon.</u>	<u>06/06</u>	<u>8:00 pm</u>
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