



CITY COUNCIL AGENDA

This meeting will be held in-person and virtual.

**25 Crescent Road
Greenbelt, MD 20770**

OR

**Virtual Participation
Zoom Webinar Attendees:**

**During "Petitions and Requests," please submit your request in writing via email to
questions@greenbeltmd.gov**

**[https://us02web.zoom.us/j/81721424230?](https://us02web.zoom.us/j/81721424230?pwd=MWZFNnIGQ00vQXhpci9TSQVQSExOUT09)
[pwd=MWZFNnIGQ00vQXhpci9TSQVQSExOUT09](https://us02web.zoom.us/j/81721424230?pwd=MWZFNnIGQ00vQXhpci9TSQVQSExOUT09)
Dial-in: 301 715 8592
Webinar ID: 817 2142 4230
Passcode: 149985**

**Monday, April 22, 2024
7:30 PM**

I. ORGANIZATION 15 minutes (7:30 - 7:45 pm)

1. Call to Order
2. Roll Call
3. Meditation and Pledge of Allegiance to the Flag
4. Petitions and Requests

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

II. COMMUNICATIONS 30 minutes (7:45 - 8:15 pm)

7. Presentations
- 7a. Public Hearing - FY 2025 Proposed Budget

Suggested Action:

On March 25, 2024, the City Manager presented the proposed budget for Fiscal Year 2025 to the City Council. Since then, the Council has held four work sessions to review the budget and has another five scheduled. 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 3, 2024. 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 Tuesday, May 28, 2024, after the budget work session are completed.

It is recommended that the Regular Meeting be recessed for the purpose of conducting a Public Hearing on the Proposed Fiscal Year 2025 Budget. The meeting should be reconvened following the Hearing. No motion is required to begin or end the Public Hearing.

- 7b. Maryland Coalition for Responsible Transit Presentation

Suggested Action:

A representative of the Maryland Coalition for Responsible Transit (MCRT) will provide a report on and update on their efforts being made and status of the Northeast Maglev.

[MCRT MAGLEV GREENBELT UPDATE - 4-22-2024.pdf](#)

- *8. Minutes

Suggested Action:

9. Administrative Reports

Suggested Action:

Reference: This link will display the weekly report for the City Manager and City Departments

https://www.greenbeltmd.gov/government/city-administration/city-manager-s-office/weekly-reports/-folder-1543#docan2352_4054_3510

***10. Committee Reports**

***10a.Greenbelt Advisory Committee on Environmental Sustainability Report # 2024-02
Biofuels for City Vehicles**

Suggested Action:

It is recommended that the Council accepts this report. This report appears later on the consent agenda.

[Green ACES Recommendation 2024-02 Biofuels for City Vehicles.pdf](#)
[BIOFUELS FOR GREENBELT.pdf](#)

***10b.Community Relations Advisory Board (CRAB) Report 2024-001 (Citizen Request -
Installation of Welcome Signs in 10 Different Languages at Buddy Attick Lake Park
and Schrom Hills Park)**

Suggested Action:

It is recommended that the Council accept this report. The report will be discussed at a future meeting.

[CRAB Recommendation - Welcome Signs, 4-9-2024.pdf](#)

III. LEGISLATION 30 minutes (8:15 - 8:45 pm)

**11. Resolution to Permit Concurrent Membership on Multiple Advisory Boards and
Committee Volunteers**

- 2nd Reading and Adoption

Suggested Action:

Reference: Resolution

Mayor Jordan has requested a staff recommendation for a resolution that would permit volunteers to serve on multiple Advisory Boards and Committees simultaneously.

At the Regular Meeting on April 8th, Mayor Jordan presented this resolution for its

first reading. It is now recommended that the resolution be introduced for its second reading and moved for adoption tonight.

Attached to this recommendation is a resolution that staff has drafted as an immediate solution to the request.

[Resolution.pdf](#)

12. An Ordinance of the Council of the City of Greenbelt, Maryland Authorizing the Acquisition by Negotiated Purchase of Certain Real Property Known as Parcel 84 (TAX ID NO. 2397727), Containing 22.09 Acres, at a Purchase Price of One Hundred Ninety-Six Thousand Dollars (\$196,000), Plus Incidental Costs, for a Public Purpose

-1st Reading

Suggested Action:

Reference: Ordinance

Parcel 84 Image

NVR MS Cavalier Greenbelt, LLC, owners of a 22.09-acre undeveloped parcel located immediately to the North of the Greenbelt Station development has offered to sell the property to the City at slightly below market value, \$196,000. The property has significant sensitive environmental features (Floodplain, non-tidal wetlands streams and tributaries and woodlands) and lies adjacent to City-owned parkland and State-owned preservation land. In addition, the City currently holds an easement on the property to allow for the construction of the WMATA Trail, which will connect the Greenbelt Station community to the Greenbelt Metro Station. The property is also subject of a County approved Conceptual Site Plan and an Annexation Agreement that references, Greenbelt Station Parkway extending north through the property to provide multi-modal access to the Greenbelt Metro Station and associated mixed-use development, however, such right-of-way has not been platted.

Staff believes it is in the City's best interest to purchase the property for public purpose. The property, which is Zoned Regional Transit Oriented, Low Intensity Core (RTO-LC), has high conservation and preservation value as the property is bisected by several creeks that make up portions of the headwaters of Indian Creek, has significant woodlands, non-tidal wetlands and is contiguous to City and State-owned open space. Purchasing the property will also best position the City to control all aspects of any future access through the property, including the planned WMATA trail connection. The easement the City currently holds to allow the City to construct and maintain the WMATA trail on the property does have a termination provision that would allow the Grantor the right to terminate the easement if the City's connection agreement with WMATA expires or is terminated.

The City received two appraisals, valuing the property at \$200,000 and \$210,000. There is sufficient funding in the Greenbelt West Infrastructure Fund to fund the acquisition, and if approved by council staff will prepare an ordinance appropriating funds from the Greenbelt West Infrastructure Fund balance to this acquisition. Funding this acquisition will not impact the City's ability to fund the Greenbelt Station recreation amenities proposed in the FY 2025 budget, as staff is proposing to use Program Open Space funds to cover 90 percent of the cost of those improvements.

It is recommended the ordinance be introduced for first reading.

[Ordinance.pdf](#)

[Image Parcel 84.pdf](#)

IV. OTHER BUSINESS 60 minutes (8:45 - 9:45 pm)

13. Community Center Dance Studio Annex (room 12) - Award of Contract Recommendation

Suggested Action:

Reference: Memorandum - D. Quynn Reno - 04/12/2024

CMG Flooring Quote

GHE Electric Services Inc. Quote

Upon reviewing the Community Center's space usage in 2022, it became evident that Room 12 was being underutilized. Staff concluded that converting Room 12 into an additional dance studio (Dance Studio Annex), would be the most suitable option given the popularity of the Department's dance program. City Council previously approved the disbursement of \$100,000 in ARPA funds for the renovation of the Dance Studio Annex. Staff recommends approval of contract to CMG Flooring, the sole certified installer for the preferred flooring product from Stagestep Flooring Solutions, in the amount of \$64,080.30. CMG Flooring will work with Thomas Commercial Services to complete the remaining component of the project.

Addendum:

An additional \$21,700 has been diverted to cover the costs associated with the installation of track lighting and HEPA filters in Community Center spaces. Staff anticipates a remaining balance of \$14,000-\$22,000 from the original \$100,000 in reallocated ARPA funds.

Greg Varda, Recreation Director and Di Quynn Reno, Community Center Supervisor, will be available to answer questions.

[CC-Dance Studio Annex Room 12 - Award of Contract Memo.pdf](#)

[QUOTE 99237 - CMG Flooring.pdf](#)

14. DEI Report Recommendations and Action Plan

Suggested Action:

Reference:

Memorandum, T. Smith, 04/19/2024

Recommendations from JEDI Audit Presentation

A memorandum is included in the Council packet, which provides a summary of Tribes's analysis on the structural and cultural strengths, gaps, opportunities and recommendations.

Tyra Smith, Diversity, Equity, Inclusion Officer will present to the City Council a PowerPoint presentation on these recommendations from the Justice, Equity, Diversity and Inclusion (JEDI) Audit report.

[Recommendations Memo.pdf](#)

[DEI Audit Report Follow Up.pdf](#)

15. Council Activities

16. Council Reports

17. Meeting

Suggested Action:

Closed Session: Tonight, the City Council will hold a closed session, immediately following the Council Meeting, in the Council Chambers of the Municipal Building: 1) to discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including the development and implementation of emergency plans.

The following motion is required to move into a closed session: I move that Council go into Closed Session in accordance with Section 3-305(b)(10)(ii) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland to discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including the development and implementation of emergency plans.

The purpose of this meeting will be to discuss public security, including the development and implementation of emergency plans.

[Closed Session Notice.pdf](#)

[meetings.pdf](#)

*18. Stakeholder List

[Stakeholder Schedule.pdf](#)

*19. Greenbelt Advisory Committee on Environmental Sustainability Report #2024-02

Biofuels for City Vehicles

Suggested Action:

Reference:

Green ACES Report #2024-02 (Biofuels for City Vehicles)

Executive Summary: Biofuels for Greenbelt

Utilizing non-petroleum 'biofuels' in the City of Greenbelt municipal vehicle fleet as a means of improving local air quality, reducing the climate warming effects of burning fossil fuels, and reducing the City's overall carbon footprint.

Greenbelt Advisory Committee on Environmental Sustainability (Green ACES) recommends the following:

1. Engage a professional consultant to help Greenbelt identify and apply for funding opportunities related to use of biofuels in the municipal vehicle fleet.
2. Fund and implement a pilot program for B100 biodiesel fuel use in the refuse truck fleet. The 'low hanging fruit' in discussion of how to decrease fossil fuel consumption and tailpipe emissions in Greenbelt is the refuse trucks, which run six days every week of the year and accumulate more engine hours and over-the-road miles by far than other municipal vehicles.
3. Develop and implement a program to purchase B20 biodiesel blend for use in all municipal diesel-powered vehicles and equipment, except for the refuse trucks. Reach out to other MWCOC and MML government entities to determine what others have accomplished, and to learn whether there are existing fuel contracts in which Greenbelt can participate. Buses, street sweepers and DPW medium-duty trucks use many thousands of gallons of fuel annually; switching to B20, which may actually end up saving the City money, can result in a significant decrease in GHG emissions.
4. Fund and implement a pilot program to use renewable propane in Greenbelt's fleet of automobiles and light-duty trucks. If successful and economically viable, switching to renewable propane in our gasoline-powered vehicles will result in a dramatic reduction in GHG emissions, and could achieve as well a considerable cost savings.

[Green ACES Recommendation 2024-02 Biofuels for City Vehicles.pdf](#)

[BIOFUELS FOR GREENBELT.pdf](#)

*20. Ratifying Contract for Fuel Management System for City Vehicles

Suggested Action:

Reference: Memorandum - B. Kim - 04/15/2024

Petro Supply, Inc. Quote

Spacto Quote

In calendar year 2022, the Department of Public Works identified the urgent need to replace the existing fuel management system, encompassing both the physical fuel management equipment and associated system software. The current equipment and software are outdated, exceeding twenty years in age, and are no longer supported by the manufacturer. The fuel pumps, though not public-facing, play a critical role in providing fuel for essential services, including Greenbelt Police, Greenbelt Fire, and DPW operations.

Council approved the necessary expenditure under the replacement budget line in FY23. The replacement process involved a replacement in kind, of equipment and software, thereby mitigating the need for a complete system redesign.

During the interim period between proposal and installation, the company initially engaged, Petro Supply, underwent a change in ownership and was subsequently acquired by Spatco.

Staff is seeking Council's authorization for the City Manager to execute the attached contracts with Spatco, totaling \$26,462.05.

[Memorandum - B. Kim - 04/15/2024.pdf](#)

[Petro Supply, Inc. Quote.pdf](#)

[Spacto Quote.pdf](#)

***21. Appointment to Advisory Board/Committee**

Suggested Action:

Reference: Application and Code of Conduct

The City Council interviewed Leon Schachter on February 7, 2024, for the appointment to the Senior Citizens Advisory Committee (SCAC).

Approval of this item on the consent agenda will indicate the Council's intent to appoint Mr. Schachter to the Senior Citizens Advisory Committee.

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Presentations

Agenda Section: COMMUNICATIONS 30 minutes (7:45 - 8:15 pm)

Subject:

Public Hearing - FY 2025 Proposed Budget

Suggested Action:

On March 25, 2024, the City Manager presented the proposed budget for Fiscal Year 2025 to the City Council. Since then, the Council has held four work sessions to review the budget and has another five scheduled. 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 3, 2024. 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 Tuesday, May 28, 2024, after the budget work session are completed.

It is recommended that the Regular Meeting be recessed for the purpose of conducting a Public Hearing on the Proposed Fiscal Year 2025 Budget. The meeting should be reconvened following the Hearing. No motion is required to begin or end the Public Hearing.

Attachments:

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Presentations

Agenda Section: COMMUNICATIONS 30 minutes (7:45 - 8:15 pm)

Subject:

Maryland Coalition for Responsible Transit Presentation

Suggested Action:

A representative of the Maryland Coalition for Responsible Transit (MCRT) will provide a report on and update on their efforts being made and status of the Northeast Maglev.

Attachments:

[MCRT MAGLEV GREENBELT UPDATE - 4-22-2024.pdf](#)

APRIL 22, 2024 - Greenbelt City Council Meeting

Maryland Coalition for Responsible Transit (MCRT) Update
Susan McCutchen, MCRT Board Member

- On December 27, 2023, Baltimore-Washington Rapid Rail (BWRR) withdrew its application to the Maryland Department of the Environment (MDE) for Tier II Water Quality Certification (WQC) for its Superconducting Magnetic Levitation (SCMaglev) train project, indicating they “intend to reapply when the project documents are detailed enough to address MDE’s comments.” The Maryland Coalition for Responsible Transit (MCRT) and many other groups and individuals weighed in to oppose granting the WQC during the MDE comment period, which was extended through our successful write-in campaign.
- The MCRT testified at the 2024 Senate and House hearings to support the cross-filed bills—*State Finance – Prohibited Appropriations – Magnetic Levitation - Transportation System*. The MCRT successfully undertook extensive campaigns to educate residents about these bills and encouraged them to give their input by providing information about how to testify or submit written comments or both. Unfortunately, these bills were not voted out of their Senate and House committees despite thoughtful and probing discussion by their members, but the sponsors will file them again in 2025 (perhaps modified with language more targeted to this specific project). The MCRT will support these bills as well.
- Baltimore-Washington Rapid Rail (BWRR) is actively seeking additional funding from the Infrastructure Investment and Jobs Act (IIJA) funds and perhaps other grant sources to continue to tap into federal taxpayer funds. The MCRT is asking our legislators to monitor the plans current Governor Wes Moore and his administration are developing for the allocation of IIJA funds to ensure they adhere to the USDOT guidance in ways beneficial to Prince George’s County, Anne Arundel County, Baltimore City, and the state of Maryland. We also ask them to keep their constituents and constituent groups apprised of incipient plans to spend IIJA funds so we can continue to advocate for solutions to improve public transportation and transit with minimum negative impact on the communities in which we live.
- Northeast Maglev is pushing forward as though the building of the SCMaglev is a fait accompli with a Baltimore-focused campaign, promoted through the Bi-County Business Roundtable and Maryland Business Matters electronic newsletters, promising \$4 billion in contracting opportunities in construction, engineering, station and facilities, and maintenance specifically for minority and women-owned businesses and encouraging those businesses to become “part of this transformative process.”
- As part of their efforts, Northeast Maglev will host an MBE and WBE Resource Breakfast on May 23 at Coppin State University in Baltimore to “hear from experts in MBE/WBE engagement and bonding about how regional businesses need to prepare to successfully bid, win contracts and grow.” (MBE and WBE is the Minority and Women's

Business Enterprise program of Baltimore County.) They are helping these businesses get ready to compete for SCMaglev contracts.

- The MCRT will put out a news alert **asap** to respond to the above-described Northeast Maglev campaign to inform our broad-based audience, including elected officials and reporters, that the SCMaglev has run into many obstacles and their future is far from assured.
- The MCRT will soon resume our education tables at Greenbelt and other events. Our presence has been noted as very important in keeping up the opposition. As you see, the proposed SCMaglev project is alive and well despite being "on pause," and we cannot afford to sit back and wait for "official" future actions such as BWRR submitting permitting applications and the next Federal Railroad Administration action.



Maglev Means Opportunity

\$4 BILLION
in opportunity specifically for
Minority- and Women-
Owned Businesses

Contracting Opportunities

Construction	Engineering	Station & Facilities	Maintenance
Logistics Construction & Assembly Planning & Supervision	Software Electrical & Mechanical Fire, Life, Safety	Operations Cleaning Security	Inspection Infrastructure Testing

More Maglev benefits:

- Improved air quality through green initiatives
- Reduced traffic congestion
- World-class safety and performance

 Your business could be part of this transformative project. Scan the QR code to tell us about your business interest.

NORTHEAST MAGLEV
Visit northeastmaglev.com to learn more about the project.

MBE and WBE Resource Breakfast

Get On-Board With Maglev

Explore \$4 billion in business opportunities



Did you know there's a project that is dedicating **\$4 billion** in contracts and investment for minority- and women-owned businesses in Maryland? Is your business ready to compete for these contracts?

Learn how you can get on-board at the MBE and WBE Resource Breakfast at Coppin State University by Northeast Maglev, developer of the proposed ultra-high-speed maglev train between Baltimore and Washington, D.C.

Hear from experts in MBE/WBE engagement and bonding about how regional businesses need to prepare to successfully bid, win contracts and grow.

WHEN
Thursday, May 23
8:00 – 11:30 a.m.

WHERE
Coppin State University
J. Millard Tawes Center
2500 W. North Ave.
Baltimore, MD 21216



SCAN
HERE
TO
REGISTER

Presented by



NORTHEAST MAGLEV

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section: COMMUNICATIONS 30 minutes (7:45 - 8:15 pm)

Subject:

Greenbelt Advisory Committee on Environmental Sustainability Report # 2024-02 Biofuels for City Vehicles

Suggested Action:

It is recommended that the Council accepts this report. This report appears later on the consent agenda.

Attachments:

[Green ACES Recommendation 2024-02 Biofuels for City Vehicles.pdf](#)
[BIOFUELS FOR GREENBELT.pdf](#)

Green ACES



Greenbelt Advisory Committee on Environmental Sustainability

GREENBELT ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY REPORT TO CITY COUNCIL

Date: March 30, 2024

Recommendation # 2024-02

SUBJECT: Utilizing non-petroleum ‘biofuels’ in the City of Greenbelt municipal vehicle fleet as a means of improving local air quality, reducing the climate warming effects of burning fossil fuels, and reducing the City’s overall carbon footprint.

BACKGROUND:

- Human activity continues to drive climate change; transportation contributes greatly to greenhouse gas emissions that in turn result in continued warming and health problems.
- Greenbelt adopted a policy to reduce greenhouse gas emissions from municipal operations by 50%, as compared with 2005 levels, by the end of 2030. The policy is capped by a goal of reducing GHG by 80% by 2050, as compared with 2005 levels. (Green ACES recommended a 100% reduction by 2050, meaning that Greenbelt’s municipal government operations would be carbon-neutral by that date.)
- Greenbelt’s municipal vehicle fleet burns over 75,000 gallons of fossil fuels each year.
- Biodiesel is a fuel produced in the U.S. from soybeans, waste vegetable oils, and animal fats. Biodiesel can be blended with petroleum-based diesel; a 20% blend (B20) can be used in virtually all modern diesel engines without modification. Burning B20 results in reduced GHG emissions from diesel engines.
- ‘Pure’ biodiesel (B100) can be burned in modern diesel engines; however vehicles must be modified since B100 gels in cold temperatures. Burning B100 results in dramatic reductions of 70% to 90% in GHG emissions from diesel engines.
- Other local governments have begun to utilize biodiesel in their fleets, with plans for greater use and acceptance.
- Renewable propane is a fuel produced in the U.S. from soybeans, waste vegetable oils, and animal fats. It is a ‘drop-in’ substitute for petroleum-based propane and can be burned in gasoline engines. Most gasoline-powered vehicles can be modified at an approximate cost of \$7,000 per vehicle to successfully run on renewable propane. Burning renewable propane results in dramatic reductions of GHG emissions in vehicles powered by gasoline engines. This allows existing vehicles to contribute to GHG reductions without delay.
- It is desirable to continue purchasing electric-powered vehicles as automobiles and light-duty trucks ‘age out’ and require replacement.

A report produced by the Green Team’s Energy Circle lead Steve Skolnik is attached with more detailed information. This report includes data on the City’s municipal fleet and fossil fuel consumption to operate this fleet; a description of biofuels Biodiesel and Renewable Propane and their benefits, their use in vehicles, and actions needed to deploy their use in municipal vehicles; examples of their use by nearby governments; and available biofuel incentives.

RECOMMENDATIONS:

1. Engage a professional consultant to help Greenbelt identify and apply for funding opportunities related to use of biofuels in the municipal vehicle fleet.
2. Fund and implement a pilot program for B100 biodiesel fuel use in the refuse truck fleet. The ‘low hanging fruit’ in discussion of how to decrease fossil fuel consumption and tailpipe emissions in Greenbelt is the refuse trucks, which run six days every week of the year and accumulate more engine hours and over-the-road miles by far than other municipal vehicles.
3. Develop and implement a program to purchase B20 biodiesel blend for use in all municipal diesel-powered vehicles and equipment, except for the refuse trucks. Reach out to other MWCOC and MML government entities to determine what others have accomplished, and to learn whether there are existing fuel contracts in which Greenbelt can participate. Buses, street sweepers and DPW medium-duty trucks use many thousands of gallons of fuel annually; switching to B20, which may actually end up saving the City money, can result in a significant decrease in GHG emissions.
4. Fund and implement a pilot program to use renewable propane in Greenbelt’s fleet of automobiles and light-duty trucks. If successful and economically viable, switching to renewable propane in our gasoline-powered vehicles will result in a dramatic reduction in GHG emissions, and could achieve as well a considerable cost savings.

BIOFUELS FOR GREENBELT

I. Introduction

This report will introduce the concept of utilizing non-petroleum 'biofuels' in the City of Greenbelt municipal vehicle fleet as a means of improving local air quality, reducing the climate warming effects of burning fossil fuels, and reducing the City's overall carbon footprint.

II. Executive Summary

- Human activity continues to drive climate change; transportation contributes greatly to greenhouse gas emissions that in turn result in continued warming and many health problems.
- Greenbelt has adopted a policy to reduce greenhouse gas emissions from municipal operations by 50%, as compared with 2005 levels, by the end of 2030.
- Greenbelt's municipal vehicle fleet burns over 75,000 gallons of fossil fuels each year.
- Biodiesel is a fuel produced in the U.S. from soybeans, waste vegetable oils, and animal fats. Biodiesel can be blended with petroleum-based diesel; a 20% blend (B20) can be used in virtually all modern diesel engines without modification. Burning B20 results in reduced GHG emissions from diesel engines.
- 'Pure' biodiesel (B100) can be burned in modern diesel engines, however vehicles must be modified since B100 gels in cold temperatures. Burning B100 results in dramatic reductions of 70% to 90% in GHG emissions from diesel engines.
- Other local governments have begun to utilize biodiesel in their fleets, with plans for greater use and acceptance.
- Renewable propane is a fuel produced in the U.S. from soybeans, waste vegetable oils, and animal fats. It is a 'drop-in' substitute for petroleum-based propane and can be burned in gasoline engines.
- Most gasoline-powered vehicles can be modified at an approximate cost of \$7,000 per vehicle to successfully run on renewable propane.
- Burning renewable propane results in dramatic reductions of GHG emissions in vehicles powered by gasoline engines. This allows existing vehicles to contribute to GHG reductions without delay.
- It is desirable to continue purchasing electric-powered vehicles as automobiles and light-duty trucks 'age out' and require replacement.
- Recommendations:
 - Engage a professional consultant to help identify funding sources.
 - Implement a pilot program to convert refuse trucks to B100 fuel
 - Switch diesel fuel purchases to B20 biofuel blend for remainder of diesel-powered vehicles and equipment in the City fleet.
 - Implement a pilot program to convert automobile(s) and light-duty truck(s) to burn renewable propane, with a plan to expand use of renewable propane if the pilot program is successful and demonstrates GHG reductions and economic viability.

III. The Problem

As has been extensively documented, Earth's climate is changing in large part due to the technological activity of humans; one major aspect of this change is continued warming that results from the addition of 'greenhouse gasses' (GHG) to the atmosphere so as to reduce the natural radiation of heat away from the earth. The U.S. Environmental Protection Agency estimates that transportation activities in this country account for approximately 29% of our total GHG emissions; a major portion of this percentage results from 'tailpipe emissions' from cars and trucks on our roadways.

Another set of problems related to burning fossil fuels in our vehicles has to do with human health. According to the U.S. Center for Disease Control (CDC), transportation-related air pollutants are a major contributor to unhealthy air quality, and exposure to traffic emissions has been linked to many damaging health effects. It is difficult to calculate the many millions of dollars in annual health care costs that result from human exposure to vehicle exhaust gasses.

The City of Greenbelt has adopted goals relating to environmental sustainability and energy consumption, by established policy and under agreement as a member of the Metropolitan Washington Council of Governments (MWCOC). Having achieved the initial goal of reducing 2020 municipal greenhouse gas (GHG) emissions by 20% as compared with 2005 levels, the City has committed to the current goal: a 50% GHG reduction by 2030. The policy is capped by a goal of reducing GHG by 80% by 2050, as compared with 2005 levels (it is noted that the Greenbelt Advisory Committee on Environmental Sustainability, GreenACES, has recommended a 100% reduction by 2050, meaning that Greenbelt's municipal government operations would be carbon-neutral by that date.)

IV. Municipal Fuel Use

The City of Greenbelt maintains a fleet of vehicles to provide a full range of municipal services including refuse removal, parks and recreation, policing, public works, and others; to facilitate providing these services, the City bulk-purchases unleaded gasoline and ultra-low sulfur diesel (ULSD), which is stored and dispensed at the Department of Public Works facility.

Annual purchase of ULSD for 2023	18,342 gallons
Annual purchase of gasoline for 2023	57,301 gallons

Greenbelt maintains a vehicle fleet that consists, based on recent data, of the following groupings:

- Medium- and Heavy-duty vehicles
 - 2 Gasoline-powered buses
 - 6 Gasoline-powered trucks
 - 17 Diesel-powered trucks (includes street sweepers)
- Light-duty trucks
 - 24 Gasoline-powered (includes pickups and vans)
 - 2 Diesel-powered
 - 1 Electric-powered
- Automobiles
 - 56 Gasoline-powered
 - 29 Hybrid
 - 5 Electric-powered

City records indicate that, for diesel-powered vehicles, the largest fuel consumption is by refuse trucks; second highest is Greenbelt Connection buses (although less than half of what the refuse trucks use), followed closely by street sweepers. For gasoline-powered vehicles, the largest consumption by far is in police vehicles.

V. What is Biodiesel?

The U.S. Department of Energy (DOE) defines biodiesel as “a renewable, biodegradable fuel manufactured domestically from vegetable oils, animal fats, or recycled restaurant grease. Biodiesel meets both the biomass-based diesel and overall advanced biofuel requirement of the Renewable Fuel Standard.” Biodiesel can be manufactured from various feedstocks, including soybeans, waste animal fats from slaughterhouses, used vegetable oil from restaurants, etc. Biodiesel can be successfully blended with modern petroleum diesel fuel (ultra-low sulfur diesel, or ULSD). Pure biodiesel is designated as ‘B100’; blends with ULSD are designated by the percentage of biodiesel in the blend, the most popular of these being B20 consisting of 20% biodiesel, 80% ULSD.

Some in the petrochemical industry argue that using food crops such as soybeans for the production of motor fuels may result in world food shortages and hunger; decades of data, however, indicate that U.S. farms produce an ever-growing surplus of soybeans. This, together with an understanding that biofuels can be and are currently produced from a blend of used vegetable oils, waste animal fats and purpose-grown soybeans serves to refute this argument. In fact, the production and use of biofuels for motor fuel continues to increase; according to the International Energy Agency an annual 6% rate of growth continues over the last five years, notwithstanding a dip resulting from the COVID-19 epidemic. Annual production of biofuels is on track to nearly double in the 10 years 2021-2030 (source: Statista.com).

An interesting side note is that Rudolf Diesel, who invented the compression-ignition engine in 1893, used peanut oil (and other vegetable oils) as fuel.

VI. Why Use Biodiesel?

The transportation industry has begun a major transition towards electrification of vehicles, however the availability of fully-electric trucks, particularly heavy-duty trucks and the charging infrastructure needed to support them, continues to develop much more slowly than for passenger cars. One method that governments and commercial enterprises are adopting to improve their environmental profiles is to switch truck fuels from ULSD to Biodiesel.

Biodiesel has come into wide acceptance in the United States, and is readily available in our geographical area. Currently, for example, the District of Columbia Department of Transportation (DDOT) is operating over 150 trucks on B100, with modification kits furnished and installed by Optimus Technologies. Also, Prince George’s County is implementing a pilot program, under a grant from the Maryland Energy Administration, to operate six (6) RideOn buses on B100 fuel; the plan includes expansion to the entire bus fleet following a positive result in the pilot program.

When burned in a compression-ignition (diesel) engine, biodiesel is considered to be carbon neutral because the amount of carbon put back into the air upon its combustion is the same as the carbon taken out of the air when the biomass was created in the first place. According to Clean Fuels Alliance America, the average life-cycle GHG emissions when burning B100 instead of ULSD are reduced by 70% to 90%, depending on the feedstock. For B20 blends, GHG emissions are reduced by 16% to 70% as compared with ULSD.

Generally, B20 and lower-level blends can be used in current engines without modifications. In fact, all U.S. original equipment manufacturers (OEMs) specifically certify the use of B20 for current production diesel engine models.

B100 or 'Pure Biodiesel' can be burned in today's diesel engines, however modifications to the vehicle are needed in cold weather climates because B100 thickens (gels) in cold temperatures. A typical modification 'kit' consists of a separate heated tank for the B100, heated fuel lines, valves and controls to automatically switch between the ULSD and B100 tanks. The engine is started on ULSD and then switched to B100. Such modification kits are available commercially, at an installed cost of approximately \$25,000 per vehicle.

Interestingly, Biodiesel has the property of greater lubricity as compared with ULSD, which may translate to improved engine component life. In addition, B100 burns cleaner and reduces the need for 'regen' of the Diesel Particulate ("soot") filters now required on all diesel trucks.

VII. Renewable Propane – What is it?

The U.S. Department of Energy defines 'renewable propane' as follows: "Renewable propane is an alternative fuel made from non-petroleum feedstocks such as natural fats, vegetable oils, and various types of grease. It is chemically identical to conventional propane and can be used as a drop-in replacement fuel in all propane applications."

Renewable propane is a byproduct of biodiesel production, sometimes referred to as a co-product. It is made from the same feedstocks as biodiesel, and has chemical and combustion characteristics equal to petroleum-based propane.

VIII. Why Use Renewable Propane?

Propane fuel has a lower carbon content than gasoline, and renewable propane has a dramatically lower carbon content than petroleum-based propane. According to the California Air Resources Board (CARB), the average carbon intensity of gasoline is 92 grams CO₂ per megajoule (g CO₂e/MJ). Conventional propane has a carbon intensity of 79 g CO₂e/MJ. Renewable propane has a carbon intensity of 20.5–43.5 g CO₂e/MJ, depending on the feedstock. For example, renewable propane made from domestic, non-rendered, used cooking oil has a carbon intensity of 20.5 g CO₂e/MJ.

When burned in a conventional gasoline engine, renewable propane is considered to be carbon neutral because the amount of carbon put back into the air upon its combustion is the same as the carbon taken out of the air when the biomass was created in the first place.

Many currently produced gasoline engines are designed by manufacturers as 'flexible fuel' and can be successfully operated on propane. The installed cost to convert a conventional automobile or light truck to run on renewable propane is approximately \$7,000.

Converting gasoline-powered vehicles is a viable option for incorporating renewable propane into light- and medium-duty fleet operations, in order to achieve a marked reduction in carbon footprint and GHG production. The upfront costs to convert fleet vehicles to propane can be offset by reduced operating and maintenance costs over the lifespan of the vehicles. Renewable propane can be a cost-effective option when considering the overall price per mile to operate a vehicle.

IX. Implementing Biofuels in City Vehicles

Implementing use of biodiesel in the City's diesel-powered vehicles can be accomplished via two distinct methods:

1. Purchase B20 biodiesel blend in lieu of ULSD. This course of action requires no modification to existing storage tank or pump, or to any existing vehicles.
2. Purchase B100 'pure' biodiesel, continuing use of ULSD in some vehicles. This course of action would require upgrading storage infrastructure with an additional B100 tank and dispensing pump, as well as modification of each B100 vehicle as noted above.

Implementing use of renewable propane in the City's gasoline-powered vehicles would require modification of each vehicle, where appropriate and at a unit cost per vehicle, as noted above.

X. Cost Considerations

Switching Greenbelt's vehicle fleet to biofuels has two strong advantages as an energy source. First, implementation can be accomplished without facing the large upfront cost of replacing existing vehicles before the value of their full life cycles have been realized. By keeping the existing fleet, dramatic reductions in CO2 and other GHG emissions can be realized at a very reasonable initial cost. Second, and possibly more important, GHG reductions can be accomplished much more quickly with biofuels, rather than replacing existing units with electric vehicles as they 'age out' one at a time over many years.

Particularly for automobiles and light-duty trucks, it still makes good sense to purchase new electric vehicles to replace existing ones as they 'age out' and are due for replacement in any case. Electric vehicles have a number of advantages over fuel-powered ones that should not be overlooked, particularly related to overall energy conversion efficiency (electric motors being efficient in the 90% range, as compared to 18% to 25% for internal combustion engines), in simplicity (far fewer parts in an electric powertrain), and in ease of maintenance.

Biodiesel is an appropriate fuel for diesel engines, which use a compression-ignition cycle. Renewable propane is not appropriate for diesel engines. There is no lubrication from the propane fuel itself, as there is in diesel, and this could cause damage and failure of the engine. Renewable propane is, however, very desirable as a fuel in gasoline-powered (spark-ignition) engines.

Biodiesel Costs. Currently the U.S. national average cost of B20 is \$0.11 per gallon lower than ULSD; pricing varies widely by region, the price differential being subject to feedstock, supply/demand variability, and distribution issues. The cost of B100 is generally higher than the cost of ULSD by about 10%, again with large variability due to feedstock supply.

Implementation of a B20 solution does not require changes or additions to infrastructure or to vehicle engines, therefore carries little or no initial cost.

Implementation of a B100 solution, as noted above, requires addition of tank and dispensing pump, at a one-time cost to be determined by specific design (note that Prince George's County DPW&T is leasing the tank and dispensing pump for use in their pilot program.) In addition, each vehicle requires modification to store and burn B100, at an approximate one-time cost of \$25,000.

Renewable Propane. The current quoted price for renewable propane in the Central Atlantic region of the U.S. is \$1.76 per gallon (source: Alliance Autogas). This compares very favorably with the current price of \$3.58 for petroleum-based propane (source: ycharts.com, Maryland Residential Propane Price). When comparing fuel costs with gasoline, it should be noted that propane (either renewable or petroleum-based) has a lower energy density than gasoline; typically a factor of 0.85 to 0.9 is applied to calculate miles per gallon when burning propane.)

Implementation of renewable propane for automobiles and light-duty trucks in Greenbelt would require addition of a storage tank and dispensing pump, at a one-time cost to be determined by specific design. In addition, each vehicle would require a one-time conversion costing approximately \$7,000.

XI. Funding Opportunities

A number of incentives may be available to the City of Greenbelt to reduce or offset costs associated with implementation of biodiesel and/or renewable propane motor fuels. The following is not an exhaustive list, nor an implication that a specific incentive will be awarded.

As a member of the Metropolitan Washington Council of Governments and the Maryland Municipal League, the City of Greenbelt may be eligible to participate in existing contracts currently in place in other jurisdictions. Should the City decide to move forward with implementation, further study would be indicated to identify such opportunities. It is also possible that a consultant may be of assistance in identifying and applying for grant funding, through the Green Team affiliation with the Greater Washington Region Clean Cities Coalition (GWRCCC).

Alternative Fuel Infrastructure Tax Credit. (Federal) The Alternative Fuel Vehicle Refueling Property Credit is available for qualified AFV fueling property installed in qualified locations on or after January 1, 2023, and through December 31, 2032. Eligible property includes certain fueling equipment for natural gas, propane, hydrogen, electricity, E85, or biodiesel blends of at least 20% (B20+). Businesses are eligible for a tax credit of:

- 6% of the depreciable costs, up to \$100,000 per item; or,
- 30% of the depreciable costs, up to \$100,000 per item, if the installation meets U.S. Department of Labor [prevailing wage and apprenticeship requirements](#).

Tax exempt entities, including state and local governments, may be eligible to receive this credit in the same amount as businesses, via IRS elective pay provisions. For elective pay eligibility requirements, please see the IRS [Elective Pay and Transferability](#) website.

Alternative Fuel Excise Tax Credit. (Federal) A tax incentive is available for alternative fuel that is sold for use or used as a fuel to operate a motor vehicle. A tax credit in the amount of \$0.50 per gallon is available for the following alternative fuels: natural gas, liquefied hydrogen, propane, P-Series fuel, liquid fuel derived from coal through the Fischer-Tropsch process, and compressed or liquefied gas derived from biomass. For an entity to be eligible to claim the credit they must be liable for reporting and paying the federal excise tax on the sale or use of the fuel in a motor vehicle. Tax exempt entities such as state and local governments that dispense qualified fuel from an on-site fueling station for use in vehicles qualify for the incentive. Eligible entities must be registered with the Internal Revenue Service (IRS). The incentive must first be taken as a credit against the entity's alternative fuel tax liability; any excess over this fuel tax liability may be claimed as a direct payment from the IRS. The tax credit is not allowed if an incentive for the same alternative fuel is also determined under the rules for the ethanol or biodiesel tax credits.

Biodiesel Income Tax Credit. A taxpayer that delivers pure, unblended biodiesel (B100) into the tank of a vehicle or uses B100 as an on-road fuel in their trade or business may be eligible for an incentive in the amount of \$1.00 per gallon of biodiesel, agri-biodiesel, or renewable diesel. If the biodiesel was sold at retail, only the person that sold the fuel and placed it into the tank of the vehicle is eligible for the tax credit. The incentive is allowed as a credit against the taxpayer's income tax liability.

XII. Recommendations and Next Steps.

Based on the information gathered for this report, it is clear that a growing biofuels industry is available now, and that a transition to their use in Greenbelt's municipal fleet can, without delay or major expense, result in significant reductions in the City's carbon footprint and greenhouse gas emissions from daily operations.

The following recommendations are therefore submitted for consideration and action:

1. Engage a professional consultant to help Greenbelt identify and apply for funding opportunities related to use of biofuels in the municipal vehicle fleet.
2. Fund and implement a pilot program for B100 biodiesel fuel use in the refuse truck fleet. The 'low hanging fruit' in discussion of how to decrease fossil fuel consumption and tailpipe emissions in Greenbelt is the refuse trucks, which run six days every week of the year and accumulate more engine hours and over-the-road miles by far than other municipal vehicles.
3. Develop and implement a program to purchase B20 biodiesel blend for use in all municipal diesel-powered vehicles and equipment, except for the refuse trucks. Reach out to other MWCOG and MML government entities to determine what others have accomplished, and to learn whether there are existing fuel contracts in which Greenbelt can participate. Buses, street sweepers and DPW medium-duty trucks use many thousands of gallons of fuel annually; switching to B20, which may actually end up saving the City money, can result in a significant decrease in GHG emissions.
4. Fund and implement a pilot program to use renewable propane in Greenbelt's fleet of automobiles and light-duty trucks. If successful and economically viable, switching to renewable propane in our gasoline-powered vehicles could result in a dramatic reduction in GHG emissions, as well as considerable cost savings.

Respectfully submitted on March 23, 2024,

Steve Skolnik

Greenbelt Green Team

sdskolnik@gmail.com

301-503-0815

Information Resources:

- Sustainable Energy Strategies, Inc. (biofuels/energy funding consultant)
 - Jill Hamilton, principle - jhamilton@sesi-online.com
- U.S. Department of Energy, Alternative Fuels Data Center
 - <https://afdc.energy.gov>
- John Plant, Chevron Corp. – biofuels manufacturer/distributor
 - John.Plant@Chevron.com
- Diesel particulate filters
 - https://en.wikipedia.org/wiki/Diesel_particulate_filter
- Optimus Technologies – manufacturer/supplier of B100 vehicle conversion equipment
 - <https://optimustec.com/vector-system>
 - Karl Thomas - k.thomas@optimustec.com
- DC Dept.of Transportation
 - <https://dpw.dc.gov/release/dpw-receive-fleet-leadership-award-its-use-clean-fuel>
- Prince George's County DPW&T
 - James Turner - JETurner1@co.pg.md.us
- Clean Fuels Alliance America - Paul Winters
 - <https://cleanfuels.org>
- Alliance Autogas - Ellis Chapman
 - <https://allianceautogas.com>

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section: COMMUNICATIONS 30 minutes (7:45 - 8:15 pm)

Subject:

Community Relations Advisory Board (CRAB) Report 2024-001 (Citizen Request - Installation of Welcome Signs in 10 Different Languages at Buddy Attick Lake Park and Schrom Hills Park)

Suggested Action:

It is recommended that the Council accept this report. The report will be discussed at a future meeting.

Attachments:

[CRAB Recommendation - Welcome Signs, 4-9-2024.pdf](#)

**COMMUNITY RELATIONS ADVISORY BOARD (CRAB)
REPORT TO CITY COUNCIL**

- SUBJECT:** Citizen Request – Installation of Welcome Signs in 10 Different Languages at Buddy Attick Lake Park and Schrom Hills Park.
- INCEPTION:** At the regular meeting of CRAB on October 13, 2023 resident Robert Goldberg-Strassler formerly proposed that the City install welcome signs at Buddy Attack Park and Schrom Hills Park in 10 different languages (including English). His intent was to provide a more encompassing welcome to people of various nationalities who may not speak English.
- BACKGROUND:** CRAB reviewed the proposal at the following meetings:
- October 13, 2023
 - January 11, 2024
 - February 8, 2024
- DISCUSSION: I** Initial questions posed for discussion:
- 1) Should there be signs at all?;
 - 2) If so, what locations should CRAB recommend?
 - 3) What/how many languages should be included?
 - 4) What are the potential installation and upkeep issues?

Mr. Carpenter-Driscoll, from the City’s Department of Public Works, indicated that installation depends on what kind of sign, materials, size, etc. The installation could be very simple, installing a single post, to very complicated like the new gateway sign on Southway. Maintenance is again dependent on the kind of sign. In general, though, according to Mr. Carpenter-Driscoll, sign installation and upkeep are not a significant burden on DPW.

The discussion on languages centered around how many languages in total, and should the signs start with three languages (English, French and Spanish) and add additional languages at residents'/citizens' request. The original suggestion noted 10 languages but did not specify what those languages should be. Assistant City Manager Tim George reported that the information on the languages spoken in individual cities was not available from the Federal Census. However, a review of statistics that are available at www.census.gov shows that fully one-third of households in Greenbelt report using a language other than English at home.

Another internet site, accutrans.com, ranks the top ten languages (other than English) spoken in Maryland:

1. Spanish
2. Chinese
3. French
4. Yuroba, Twi, Igbo and other languages of Western African countries
5. Korean
6. Tagalog
7. Amharic, Somali or other Afro-Asiatic languages
8. Vietnamese
9. Arabic
10. Russian

The discussion on sign locations found consensus on Buddy Attick Lake Park and Scrom Hills Park. The concept of placing signs in Franklin Park and at Greenbelt Station also had some support. CRAB and guests also discussed having the neighborhood signs co-designed by the residents to be a community-building experience. Mr. Goldberg-Strassler, the original petitioner, suggested that the signs be wooden and perhaps include braille.

RECOMENDATIONS:

- CRAB supports Robert Goldberg-Strassler's request to install signs at Buddy Attick Park and at Schrom Hills Park offering a welcome to visitors to the City in English as well as other languages. Signs should include Spanish, Chinese and French and a common language from West Africa at the least.
- CRAB recommends that the Council further consider adding signs in Franklin Park and at Greenbelt Station.
- CRAB suggests that the Council inquire with the City's Arts Department as to the concept of having citizens and/or schools partake in the design of the signs.

Respectfully Submitted,

Rick Ransom, Chair
Community Relations Advisory Board

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: LEGISLATION

Agenda Section: LEGISLATION 30 minutes (8:15 - 8:45 pm)

Subject:

Resolution to Permit Concurrent Membership on Multiple Advisory Boards and Committee Volunteers

- 2nd Reading and Adoption

Suggested Action:

Reference: Resolution

Mayor Jordan has requested a staff recommendation for a resolution that would permit volunteers to serve on multiple Advisory Boards and Committees simultaneously.

At the Regular Meeting on April 8th, Mayor Jordan presented this resolution for its first reading. It is now recommended that the resolution be introduced for its second reading and moved for adoption tonight.

Attached to this recommendation is a resolution that staff has drafted as an immediate solution to the request.

Attachments:

[Resolution.pdf](#)

Introduced: April 08, 2024
1st Reading: Mayor Jordan
Passed:
Posted:
Effective:

RESOLUTION NUMBER 2110

A RESOLUTION FOR CONCURRENT MEMBERSHIP ON ADVISORY BOARDS AND
COMMITTEES

WHEREAS, our organization recognizes the value of diverse perspectives and expertise from individuals who serve on both advisory boards and committees; and

WHEREAS, advisory boards and committees play a crucial role in providing specialized knowledge, historical context, and recommendations to the City Council; and

WHEREAS, some individuals are willing to contribute their insights and specialized skills with taking on the full responsibilities associated with board membership; and

WHEREAS, the Board of Appeals, Employee Relations Board, and Ethics Commission meetings are typically infrequent, allowing board members the availability to serve on multiple boards simultaneously. NOW THEREFORE,

BE IT RESOLVED by the Council of the City of Greenbelt, Maryland, that the City of Greenbelt permits individuals who are members of the Board of Appeals, Employee Relations Board, or Ethics Commission to serve concurrently on any one advisory board and committee.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting,

_____.

Emmett V. Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Ordinance

Agenda Section: LEGISLATION 30 minutes (8:15 - 8:45 pm)

Subject:

An Ordinance of the Council of the City of Greenbelt, Maryland Authorizing the Acquisition by Negotiated Purchase of Certain Real Property Known as Parcel 84 (TAX ID NO. 2397727), Containing 22.09 Acres, at a Purchase Price of One Hundred Ninety-Six Thousand Dollars (\$196,000), Plus Incidental Costs, for a Public Purpose

-1st Reading

Suggested Action:

Reference: Ordinance

Parcel 84 Image

NVR MS Cavalier Greenbelt, LLC, owners of a 22.09-acre undeveloped parcel located immediately to the North of the Greenbelt Station development has offered to sell the property to the City at slightly below market value, \$196,000. The property has significant sensitive environmental features (Floodplain, non-tidal wetlands streams and tributaries and woodlands) and lies adjacent to City-owned parkland and State-owned preservation land. In addition, the City currently holds an easement on the property to allow for the construction of the WMATA Trail, which will connect the Greenbelt Station community to the Greenbelt Metro Station. The property is also subject of a County approved Conceptual Site Plan and an Annexation Agreement that references, Greenbelt Station Parkway extending north through the property to provide multi-modal access to the Greenbelt Metro Station and associated mixed-use development, however, such right-of-way has not been platted.

Staff believes it is in the City's best interest to purchase the property for public purpose. The property, which is Zoned Regional Transit Oriented, Low Intensity Core (RTO-LC), has high conservation and preservation value as the property is bisected by several creeks that make up portions of the headwaters of Indian Creek, has significant woodlands, non-tidal wetlands and is contiguous to City and State-owned open space. Purchasing the property will also best position the City to control all aspects of any future access through the property, including the planned WMATA trail connection. The easement the City currently holds to allow the City to construct and maintain the WMATA trail on the property does have a termination provision that would allow the Grantor the right to terminate the easement if the City's connection agreement with WMATA expires or is terminated.

The City received two appraisals, valuing the property at \$200,000 and \$210,000. There is sufficient funding in the Greenbelt West Infrastructure Fund to fund the acquisition, and if approved by council staff will prepare an ordinance appropriating funds from the Greenbelt West Infrastructure Fund balance to this acquisition. Funding this acquisition will not impact the City's ability to fund the Greenbelt Station recreation amenities proposed in the FY 2025 budget, as staff is proposing to use Program Open Space funds to cover 90 percent of the cost of those improvements.

It is recommended the ordinance be introduced for first reading.

Attachments:

[Ordinance.pdf](#)

[Image Parcel 84.pdf](#)

Introduced:
1st Reading:
Passed:
Posted:
Effective:

ORDINANCE NUMBER XXXXX

AN ORDINANCE OF THE COUNCIL OF THE CITY OF GREENBELT, MARYLAND AUTHORIZING THE ACQUISITION BY NEGOTATED PURCHASE OF CERTAIN REAL PROERTY KNOWN AS PARCEL 84 (TAX ID NO. 2397727), CONTAINING 22.09 ACRES, AT A PURCHASE PRICE OF ONE HUNDRED NINETY-SIX THOUSAND DOLLARS (\$196,000), PLUS INCIDENTAL COSTS, FOR A PUBLIC PURPOSE

WHEREAS, the Council of the City of Greenbelt, Maryland (“the City”), pursuant to the authority conferred by MD Local Government Code Ann. §5-204 “Legislative authority – General powers of Municipalities”, is empowered to acquire by conveyance or purchase any real or leasehold property for a public purpose; and

WHEREAS, §3 “Powers” of the Charter of the City of Greenbelt authorizes the City Council to acquire real, personal, or mixed property for any public purpose; and to acquire by conveyance, purchase, lease, condemnation or other real personal, or mixed property needed for any public purpose, in fee simple, lease or leasehold interest or estate or any other interest or estate; and to own, hold, manage, or control and to sell, lease, exchange, transfer, assign, mortgage, pledge or dispose of any such real, personal, or mixed property or any interest therein as the interest of the city may require; and

WHEREAS, the City Council deems it to be in the best interests of the City to acquire certain real property located within the City, referred to as Parcel 84, Prince George’s Tax Map 26, Grid A3 (the “Property) for parkland, open space, preservation and conservation purposes and other public purposes as approved by the City Council; and

WHEREAS, the property has significant sensitive environmental features (Floodplain, non-tidal wetlands streams and tributaries and woodlands) and lies adjacent to City-owned parkland and State-owned preservation lands; and

WHEREAS, the City currently holds an easement on a portion of the property to construct a hiker-biker trail through said property to connect Greenbelt Station South Core to the Greenbelt Metro Station; and

WHEREAS, there is a County approved Conceptual Site Plan and an Annexation Agreement that references, Greenbelt Station Parkway extending north through the property to provide multi-modal access to the Greenbelt Metro Station and associated mixed-use development, however, such right-of-way has not been platted; and

WHEREAS, the property is presently owned by NVR MS Cavalier Greenbelt, LLC; and

WHEREAS, having received two appraisals, one valuing the property at \$200,000 and one at \$210,000 the City Council deems the property to have substantial value to the City so as to justify the purchase of the property from NVR MS Cavalier Greenbelt, LLC in the amount of \$196,000; and

WHEREAS, the City Council desires to use the authority granted to the City under State Law and the City Charter to acquire the property pursuant to the terms of the contract of sale.

NOW THEREFORE IT BE ORDAINED AND ENACTED by the Council of the City of Greenbelt that City Council hereby authorizes for public purpose the acquisition Parcel 84 by the City for the amount of \$196,000. Which is less than the appraised value and authorizes the City Manager to sign and execute documents that are necessary to effectuate the acquisition of the property per the terms of the purchase agreement.

PASSED by the Council of the City of Greenbelt, Maryland at its regular meeting of May 13, 2024.

Emmett V. Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

Parcel 84



City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS 60 minutes (8:45 - 9:45 pm)

Subject:

Community Center Dance Studio Annex (room 12) - Award of Contract Recommendation

Suggested Action:

Reference: Memorandum - D. Quynn Reno - 04/12/2024

CMG Flooring Quote

GHE Electric Services Inc. Quote

Upon reviewing the Community Center's space usage in 2022, it became evident that Room 12 was being underutilized. Staff concluded that converting Room 12 into an additional dance studio (Dance Studio Annex), would be the most suitable option given the popularity of the Department's dance program. City Council previously approved the disbursement of \$100,000 in ARPA funds for the renovation of the Dance Studio Annex. Staff recommends approval of contract to CMG Flooring, the sole certified installer for the preferred flooring product from Stagestep Flooring Solutions, in the amount of \$64,080.30. CMG Flooring will work with Thomas Commercial Services to complete the remaining component of the project.

Addendum:

An additional \$21,700 has been diverted to cover the costs associated with the installation of track lighting and HEPA filters in Community Center spaces. Staff anticipates a remaining balance of \$14,000-\$22,000 from the original \$100,000 in reallocated ARPA funds.

Greg Varda, Recreation Director and Di Quynn Reno, Community Center Supervisor, will be available to answer questions.

Attachments:

[CC-Dance Studio Annex Room 12 - Award of Contract Memo.pdf](#)

QUOTE 99237 - CMG Flooring.pdf
GHE ELECTRIC SERVICES INC_.pdf

CITY OF GREENBELT, MARYLAND 20770

25 Crescent Road, Greenbelt, MD 20770
www.greenbeltmd.gov/recreation | 301.397.2200



Date: April 12, 2024
To: Josué Salmerón, City Manager
Via: Greg Varda, Director of Recreation
From: Di Quynn Reno, CPRP, Community Center Supervisor
Re: **Community Center Dance Studio Annex (room 12)**
Subj: **Award of Contract Recommendation**

Background

Upon reviewing the Community Center's space usage in 2022, it became evident that Room 12 was being underutilized by the Greenbelt Arts Center for costume storage. Following their departure in early 2023, the Recreation department conducted an analysis to determine the most efficient and impactful use of the space. It was concluded that converting Room 12 into an additional dance studio, referred to as the Dance Studio Annex (herein referred to as Annex), would be the most suitable option. The Annex's location, size, and usability make it an ideal offshoot from the main Dance Studio.

In an effort to expand department offerings, we provide the following recommendation for the renovation of the Annex.

Recommendation

Stagestep Flooring Solutions, a manufacturer of specialty flooring for commercial dance studios, offers a premier product called Super Timestep. This flooring product has been carefully chosen as the ideal option to meet the Annex's specific needs, and was recommended by the current dance staff/instructors. The flooring is the foundation for the safety and functionality within the studio, and unlike a traditional sprung wooden floor, it provides enhanced versatility, accommodating a diverse range of movement activities.

Upon request for a short list of certified installers, Stagestep provided their sole certified installer: CMG Flooring located in Pennsylvania. CMG Flooring will use Thomas Commercial Services to complete the remaining components of the project, including the installation of mirrors, ballet bars, railings, and a dehumidifier. Together, they ensure a comprehensive and expertly executed installation process.

A NATIONAL HISTORIC LANDMARK

Administration: 301.397.2200 FAX: 301.397.2203 Youth Center: 301.397.2200
Aquatic and Fitness Center: 301.397.2204 Springhill Lake Recreation Center: 301.397.2212 Community Center: 301.397.2208

After the renovation, the Annex will be a fully functioning dance studio. The additional studio provides multiple benefits, including:

- Transition of classes, which are not suitable in the main Dance Studio, from the Gym Stage to the Annex
- Increase of Gym rental revenue due to more time availability once classes are transitioned to the Annex
- Expansion of dance class offerings, including during summer camp

Proposal Cost Summary:

CONTRACTOR	PROPOSAL PRICE	15% - CONTINGENCY	TOTAL
CMG Flooring	\$55,722.00	\$8,358.30	\$64,080.30

After careful review of the proposal and discussions with stakeholders and contractors, our staff has determined that CMG Flooring offers the best value for the renovation project.

Summary Recommendation

Staff recommends Council approve the contract for the Dance Studio Annex renovation to CMG Flooring, in the amount of \$64,080.30.

Cc: Brian Kim, Acting Director of Public Works
Andrew Phelan, Assistant Director of Recreation Facilities

ATTACHMENT: **< QUOTE 99237 - CMG Flooring> Dance Studio Renovation Proposal**



CMG FLOORING

Standing On Excellence

14 Williams Way, Spring City, PA 19475 | 610-495-1712 | www.cmgflooring.com

TO: Greenbelt Community Center
Attn: Di Quynn Reno
Phone: Direct: 240.542.2053 / Office: 301.397.2208
Email: dquynnreno@greenbeltmd.gov

QUOTE 99237

April 09, 2024

QUOTE PREPARED BY	JOB	PAYMENT TERMS	
Michelle Grant	Dance Annex - Greenbelt Community Center	50% Deposit Balance Due Day Of Completion	
	DESCRIPTION	UNIT PRICE	LINE TOTAL
Thomas Commercial Services, LLC proposes to furnish a ll material, labor,and supervision required to complete the following scope of work: DANCE ANNEX REMODEL: -Provide and install 1-New Quest Dual 110 Overhead Dehumidifier. -Provide and install all drain material to locate drain outside 1 foot above ground. -Provide and install two new exhaust air diffusers. -Provide and install one new intake air diffuser. -Provide and install all hanging material required for this application. -Provide and install all flex and air tights required for this application. TCS will supply the following: -One wall of ¼" clear mirror approx. 341" x 92" it will be nine sheets approx. 38" x 92. The mirrors will have chrome Jbar top and bottom and be mastic to the walls. There will be three plug cut outs and fourteen cut outs for the balance bar. -37 lf ft 2-line pipe rail highlighted in green on drawings. -Provide and install railing. -Provide and install double pro brackets with 49' of double rails. General Conditions/Qualifications: All work shall be done during normal work hours unless otherwise noted on this proposal. One-year warranty on workmanship. Due to material price increases, this proposal is valid for 30 days. Exclusions: Anything NOT specifically listed in the above scope of work. Permits and Fees not included unless otherwise noted. Total for the above referenced scope of work from Thomas Commercial Services, LLC			\$40,025.00
Dance Floor: Size: 23 x 29 = 667 SF Vapor Barrier: 2 Rolls Vapor Barrier Tape: 2 Rolls Springstep SSIV Subfloor: 190 Panels Super Timestep: Black or Grey (4) 29' = 85 Yards Pro Tape: 6 Rolls Installation: Double Faced Tape Method Transitions: 4 Ramps for Two 48" Entryways (Our Transitions Are 35.5" Width x 1.5" Height x 18" Length) Inside Delivery Travel & Lodging for Dance Crew		\$189.00 Per Roll \$17.00 Per Roll \$25.00 Per Panel \$33.00 Per Yard \$50.00 Per Roll \$120.00 Per Ramp	\$378.00 \$34.00 \$4,750.00 \$2,805.00 \$300.00 \$4,800.00 \$480.00 \$1,200.00 \$950.00



CMG FLOORING

Standing On Excellence

14 Williams Way, Spring City, PA 19475 | 610-495-1712 | www.cmgflooring.com

Dance Floor Requirements:

This is a moving subfloor - the railing base must be a minimum of a solid 2 inches. Our subfloor is an inch and 3/4 high.

Does not include cove base

Does not include tear out, repair of existing floor including concrete repair or prep

ALL of CONSTRUCTION MUST BE COMPLETED including ceiling work and drywall sanding - we will leave and reschedule if construction is not completed which will result in additional travel costs

Room must be empty prior to arrival

HVAC must be functioning and be in operation 24 hours prior to installation and during installation

Climate control is important - CMG recommends maintaining a room temperature 365 day of the year between 65 & 75 degrees and humidity 40-60% & all windows must be shaded or tinted to prevent bubbling or seam separation due to climate or direct sunlight hitting the floor

CMG Flooring will not be responsible to reset floor after installation is complete and accepted

We are a crew that travels all over the country - we get ahead of schedule and may arrive 1-2 days prior to your estimated scheduled date of install or 1-2 days after - please be prepared to accommodate

No time restrictions for installation - install can sometimes be 12-14 hour days

Based on customer measurements - subject to increase if more material is needed

Does not include cutting doors - \$75.00 per door will be added to final invoice if we cut doors

Customer will be responsible to dispose of trash left from packaging and installation. If a dumpster is available we will use a dumpster. Trash will be stacked neatly if a dumpster is not available.

10% Cancellation fee applies within 10 days of scheduled installation

Subject to additional travel costs if we arrive and the above referenced requirements are not met

Any telegraphing that occurs with the SpringStep IV components is not a defect & will not impact the wear and performance - floating subfloors telegraph seams from below

CMG Flooring is given permission to post pictures on social media and other marketing pieces of the completed installation including but not limited to before and after

Check for the balance due must be available the day of completion - not subject to retainage

The Dance Floor Portion of This Quot is Is Valid For 15 Days - After 15 Days It Must Be Reviewed For Current Pricing

Page 2 of 2 Pages

TOTAL	\$55,722.00
REQUIRED DEPOSIT	(\$27,861.00)
TOTAL DUE DAY OF COMPLETION	\$27,861.00

TO ACCEPT THIS QUOTATION, SIGN & DATE HERE AND RETURN: _____
Please Make Check Made Payable To CMG Flooring - **An Additional 3.5% Charge Will Be Added If Paying By Credit Card**

THANK YOU FOR YOUR BUSINESS!

GHE ELECTRIC SERVICES INC.

11222 Old Baltimore Pike
Beltsville, MD 20705

	Invoice #
4/3/2024	2024206

Bill To
City of Greenbelt Attn: Desmond 555 Crescent Road Greenbelt, MD 20770

Ship To
Community Center Track Lighting and Hepa Fans

Phone #	Fax #
301-937-5051	301-937-5054

P.O. No.	Terms
	Due on receipt

Description	Amount
3/27/24 Installed new track lighting in room 112 and room 113. \$6,600.00	
Installed new circuits and wiring for Hepa Fans in rooms 113, 301, 302, and room 303 (four total). \$12,200.00	
Additional Work: Installed separate 20 amp 120 volt circuits in rooms 112 and 113 for the track lights. Found plaster above drop ceiling, had to cut plaster to get to the concrete deck to install anchors. Removed the existing 277 volt circuit down to the existing switch. \$2,900.00	
Total Due \$21,700.00	21,700.00

We Appreciate Your Business!	Total	\$21,700.00
	Payments/Credits	\$0.00
	Balance Due	\$21,700.00

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS 60 minutes (8:45 - 9:45 pm)

Subject:

DEI Report Recommendations and Action Plan

Suggested Action:

Reference:

Memorandum, T. Smith, 04/19/2024

Recommendations from JEDI Audit Presentation

A memorandum is included in the Council packet, which provides a summary of Tribesys's analysis on the structural and cultural strengths, gaps, opportunities and recommendations.

Tyra Smith, Diversity, Equity, Inclusion Officer will present to the City Council a PowerPoint presentation on these recommendations from the Justice, Equity, Diversity and Inclusion (JEDI) Audit report.

Attachments:

[Recommendations Memo.pdf](#)

[DEI Audit Report Follow Up.pdf](#)



To: Council
From: Tyra Smith; Diversity, Equity, Inclusion Officer
CC: Josue Salmeron, City Manager
Date: April 19, 2024
Re: Recommendations from JEDI Audit

Dear Council,

Below you will find a summary of the structural and cultural strengths, gaps, opportunities and recommendations provided by Tribesby

JEDI Structure Strengths

- Most outward-facing documents have JEDI vision and priority
- ARPA funds priorities have a basis in JEDI concepts
- Most city partners have a strong sense of JEDI concepts
- A citywide DEI Director and Police Department Social/Emotional expert were hired
- Outward-facing departments prioritize physical and financial accessibility, and engage with residents of different ages, abilities, social and cultural backgrounds

JEDI Structure Gaps

- No infrastructural JEDI accountability
- No data collection/monitoring of program and service impact on the most vulnerable city residents.
- No interdepartmental data collection to prevent systemic, discriminatory trends
- No JEDI training, skill, or application opportunities
- No JEDI inclusion in departmental vision documents/statements
- No staff, service, or program evaluation that include impacts to the most vulnerable or marginalized city residents
- No JEDI procedural departmental documents

JEDI Structure Opportunities

- Use ARPA fund allocation criteria as a basis for citywide JEDI vision and strategic plan - Objective: enhance our sense of community
- Host community safety conversations at all PD community events. Conversations are used to gather qualitative information. Increase partnerships with local schools and community colleges as younger populations WANT to be involved in local government.
- Expand bilingual programs and resources access. Define and assess cultural humility in CARES process. Acknowledge equity issues in infrastructure improvements and transportation.

JEDI Structure Threats

- Not enough transparency in city processes
- Frustrations with onboarding
- Current staff climate
- Unrepresentative staff demographics compared to current city residents

- Restrictions on community input, strictly limited to City Council meetings
- Lack of acknowledgements of past harms, potentially leading to distrust of the city and its future efforts
- Lack of procedural documents hampering overall JEDI impact assessment

A summary of structural recommendations highlighted below.

- Develop an education campaign to foster a better understanding of JEDI principles
- Define a clear and precise JEDI vision
- Develop an alignment tool to better align all efforts within the city’s JEDI vision
- Create a 5-year Plan for systemic change
- Review city code thoroughly
- Focus on all functions included in Human Resources
- Focus on improving public-facing department structures
- Establish a robust data collection system to provide insights into JEDI progress, gaps and disparities
- Engage with a broader cross-section of the community for input
- Provide comprehensive leadership training to managers and directors
- Develop and utilize a JEDI decision-making tool
- Improve systemic accountability by department

A summary of cultural strengths, gaps, opportunities and threats are highlighted below.

JEDI Employee Cultural Strengths

- There are pockets of employees (new and veteran) that:
 - Are excited about JEDI concepts
 - Question current practices
 - Have new / different ideas
 - Want to collaborate across departments
 - Are open to change
 - Want to do a better job / be more effective

JEDI Employee Cultural Gaps

- Understanding of justice, equity, diversity and inclusion and how to apply to roles. (Lens)
- A city identity or vision to work towards.
- Identification of marginalized groups (employees and community). Practices of acknowledging harm.
- Dialogue skills to build relationships, empathy and understanding.
- Collaboration/connection across departments.
- Strategic use of transformative questions to open possibilities.
- Connecting actions/behaviors to their impacts.
- Understanding why changes are made.
- Formal / informal JEDI learning opportunities.

JEDI Employee Cultural Opportunities

- A few departments could model foundational JEDI practices of reflection, dialogue and decision making.
- Identify individuals/groups willing to challenge the status quo.
- Build upon focus groups as a space for dialogue that was overwhelmingly perceived positively.

JEDI Employee Cultural Threats

- A cohort of White veteran employees:
 - Control access to institutional knowledge and have considerable social power to “make their own rules” thereby inhibiting change.
 - Frustrate and cause harm to other employees who attempt to try new things and make change
- Characteristics rooted in white default*, in particular:
 - Defensiveness
 - “Only one right way” thinking

- Power hoarding
- The perception that proposing change implies people were doing things incorrectly or are flawed.
- Imposter syndrome among some employees
- Conflict among directors which contributes to departmental silos
- Outdated systems and processes impacting employee workload

**White Default is the unnamed normalization of Whiteness. The characteristics of Whiteness are the baseline of judging what is right and wrong in our social norms. These characteristics include voice tone, dress, names, hair texture, education, what are deemed the “classics”, behavioral expectations, etc., which are then placed in categories of “normal” or “other” based on their nearness to White characteristics. Whiteness is a collection of characteristics, not a people.*

Highlights of the Council, Boards and Commissions cultural audit of strengths, gaps, opportunities, and threats:

Strengths

- Some recent demographic shifts on Council
- There is a general desire to “do” DEI

Gaps

- Lack of input / voice from most sections of the city
- JEDI concepts are not well enough understood
- Impact of decisions and activities is not considered
- Decisions based on “old Greenbelt” take prominence

Opportunities

- Changing demographics brings new perspectives and ideas.

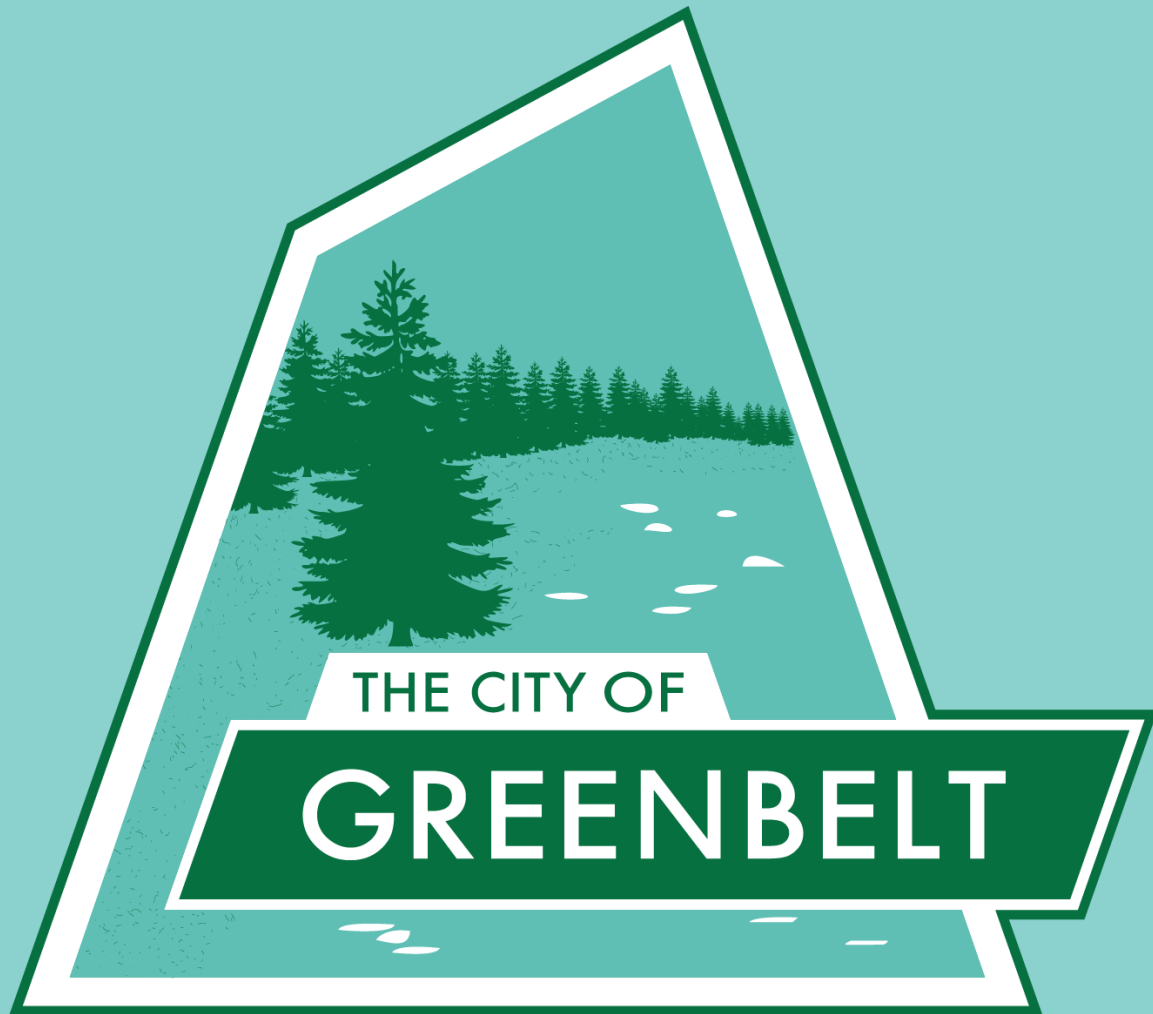
Threats

- Nostalgia prioritized over legitimate history of exclusion
- Boards and commissions function as a “White bubble”
- Loss of Council representation from Franklin Park
- Assumptions about groups/geography that aren’t represented in Council or boards and commissions
- Fear of making decisions and/or making a mistake
- Silence regarding “isms”
- Current board meeting frequency, duration and format that inhibits dialogue and interactions among board members

A summary of cultural recommendations:

- Collaborate across departments to build relationships
- Create space for intentional dialogue
- Lead meetings with skillful and transformative questions
- Identify and support individuals seeking change based in JEDI
- Prioritize surfacing and assessing impact
- Identify behaviors rooted in White default
- Model risk assessing and taking behaviors
- Communicate JEDI expectations across all departments
- Encourage and foster organizational healing
- Connect the dots between change and underlying reasons for inaction

Thank you for your attention to this matter. Together, we can create a workplace where everyone feels valued, respected, and empowered to thrive.



Growing Healthier Together

DEI Audit Report Follow Up

Problem Statement

The recent JEDI Audit report has shed light to an unhealthy work environment. It's crucial for us, as leadership, to recognize and acknowledge these past wrongs. Words cannot adequately capture the profound impact these issues have had on our staff. We must address them head-on and implement meaningful changes to grow healthier moving forward.

Top-Down Approach

The City will take two approaches to addressing the concerns raised in the audit.

A top-down approach, which will consist of getting our senior team and those in supervisory roles aligned on what DEI is and reviewing policies and programs through a JEDI lens. This approach will aim to improve systemic accountability by department

Bottom-Up Approach

Our bottom-up approach will be establishing diversity & inclusion leads through the JEDI Action Team. The action team will play an important role in driving JEDI initiatives, programs, and employee engagement opportunities across departments. They will work to establish a JEDI vision for the city and drive alignment across departments in collaboration with the DEI Officer

Key Gaps Noted in Audit

Dialogue skills are important across any field. There is a need for dialogue skills across all departments to build relationships, empathy and understanding.

The City needs a DEI identity with purpose and goals to work towards across all departments.

Many employees expressed an interest in collaborating across departments on projects and initiatives.



We need to build learning opportunities for understanding justice, equity, diversity and inclusion and how to apply it to roles.

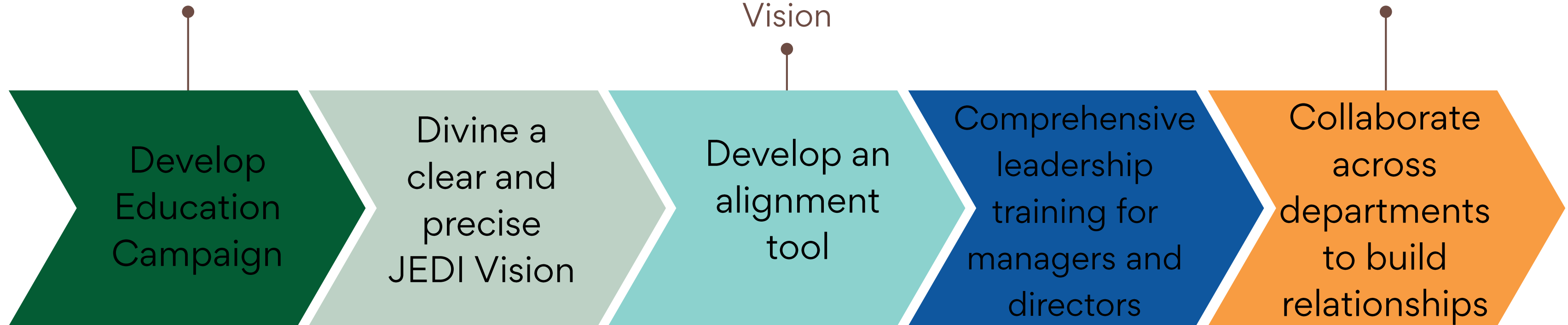
We need to be able to track and report on procedural program impact. It is also important to create a metric to ensure that we are aligned with the city's JEDI vision and goals.

Key Recommendations Noted in Audit

As a City and community,
we need to become aligned
on our understanding of
JEDI concepts

An alignment tool for
decision making will
better align all efforts
within the city's JEDI
Vision

Many employees
expressed an interest in
collaborating across
departments on projects
and initiatives.



The City needs a DEI identity with
purpose and goals to work towards
across all departments.

An essential function in
rebuilding trust is leadership
commitment to learning
inclusive practices and
understanding of JEDI
concepts

Structural Recommendations

- Develop an education campaign to foster a better understanding of JEDI principles
- Define a clear and precise JEDI vision
- Develop an alignment tool to better align all efforts within the city's JEDI vision
- Create a 5-year Plan for systemic change
- Review city code thoroughly
- Focus on all functions included in Human Resources
- Focus on improving public-facing department structures
- Establish a robust data collection system to provide insights into JEDI progress, gaps and disparities
- Engage with a broader cross-section of the community for input
- Provide comprehensive leadership training to managers and directors
- Develop and utilize a JEDI decision-making tool
- Improve systemic accountability by department

Cultural Recommendations

- Collaborate across departments to build relationships
- Create space for intentional dialogue
- Lead meetings with skillful and transformative questions
- Identify and support individuals seeking change based in JEDI
- Prioritize surfacing and assessing impact
- Identify behaviors rooted in White default
- Model risk assessing and taking behaviors
- Communicate JEDI expectations across all departments
- Encourage and foster organizational healing
- Connect the dots between change and underlying reasons for inaction



Define JEDI

The City needs a clear definition of JEDI in addition to a clear mission and vision statement rooted in JEDI



Break Silos

Across both the structural and cultural report it is noted that employees are working in silos and we need to work on establishing cross-collaboration



Employee Recognition

Our employees do some amazing work and we need to establish ways to recognize and appreciate the work they're doing



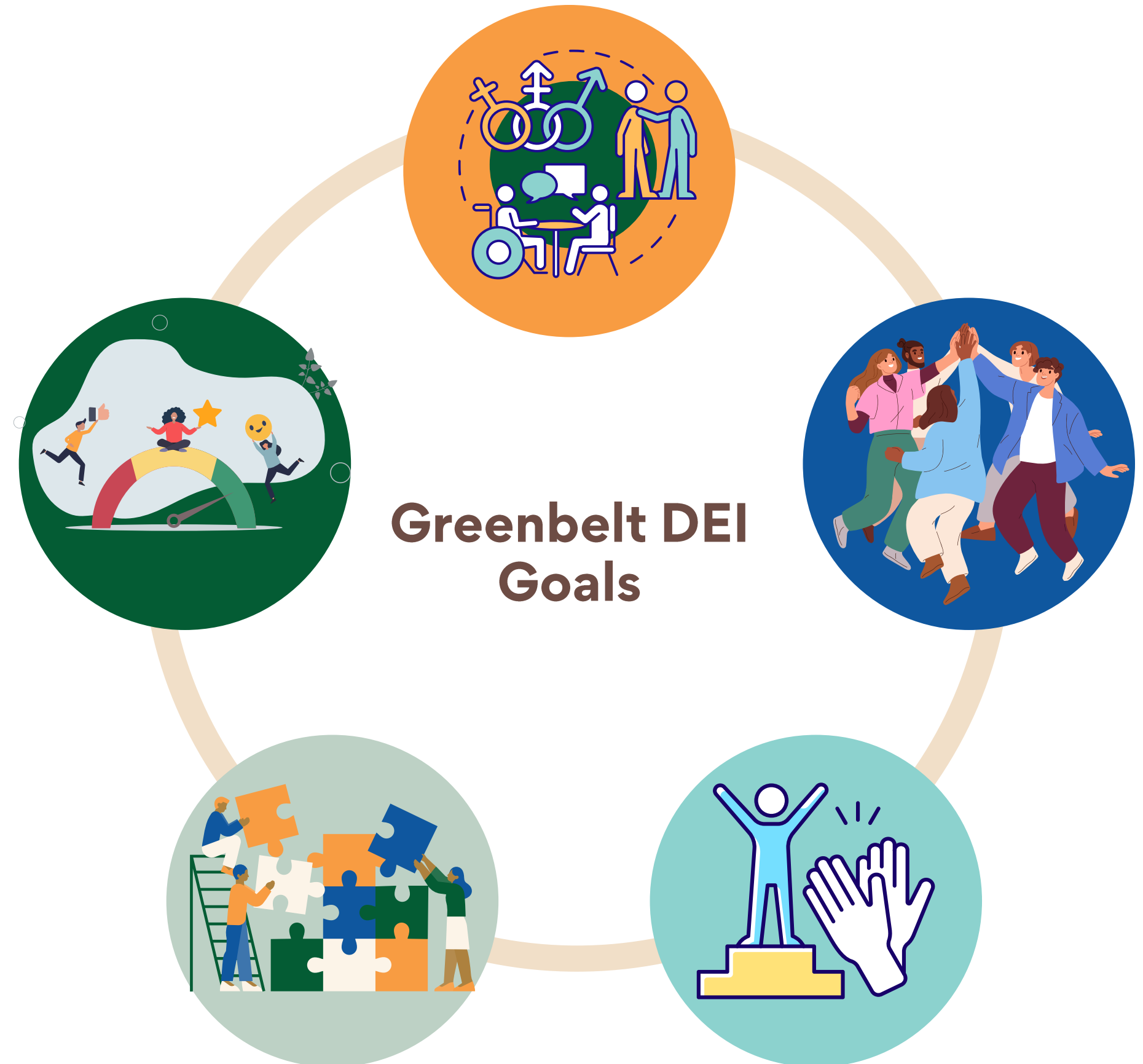
Foster Innovation

Employees need to feel supported and encouraged to bring new ideas to the table



Employee Engagement

We need to establish more opportunities to bring employees together for both fun and learning experiences



LEARNING JOURNEY FOR ALL STAFF



FOUNDATIONAL LEARNING

- Effective Dialogue
- Conflict Management
- Emotional intelligence



DEI UNDERSTANDING

- Defining DEI
- Connecting your DEI why



CULTURAL COMPETENCY

- Understanding Identity
- Intent vs. Impact
- Unconscious Bias
Microaggressions
- Cultural Awareness
- Power and Privilege

Leadership & Supervisory Development



All staff who hold a supervisory role will commit to participating in these trainings in addition to the all staff Learning Journey, as they are essential to rebuilding trust with employees across the organization.

Upon completion of the trainings the DEI Office will work with managers to develop what we will call **Manager Belonging Goals**

Example of Manager Belonging Goal

Goal: Foster a sense of belonging and inclusivity among team members to enhance collaboration, morale, and productivity.

Objective 1: Cultivate an Inclusive Team Environment

Action step: Encourage open communication and mutual respect among team members, regardless of background or differences.

Objective 2: Provide Opportunities for Employee Input and Participation

Action step: Create avenues for team members to contribute to decision-making processes, such as brainstorming sessions or suggestion boxes.

IMPLEMENTATION OF JEDI ACTION TEAM

The JEDI Action Team will be divided into 3 subcommittees

Employee Engagement & Recognition

Strategic Planning

Awareness and Education

Why join the action team?



**BE PART OF A TEAM
THAT'S CHANGING THE
UNIVERSE**

**EMBRACE DIVERSITY AND
WORK TOGETHER**

**HELP STEER INITIATIVES
THAT PROMOTE EQUITY
AND BELONGING.**

**EXPAND YOUR
KNOWLEDGE AND SKILLS
IN THE DEI REALM.**

**SEEKING TEAM
MEMBERS WITH**



**ENTHUSIASTIC INDIVIDUALS
COMMITTED TO DEI.**

**Collaborators who value open
communication and innovation.**

**Champions of Change: Individuals
with a drive to create meaningful
impact.**

NEXT STEPS FOR JEDI ACTION TEAM

Training with Tribesy Consultants

Team members will participate in a series of training sessions conducted by Tribesy Consultants. These sessions will establish a foundational understanding on DEI and related concepts.

NorthStar Workshop

The team will engage in a NorthStar workshop to collaboratively define a mission and vision for DEI efforts within the city. This exercise will set a clear direction and purpose for the team's initiatives.

Designing Alignment and Assessment Tools

JEDI Action Team will develop alignment and assessment tools. These tools will enable the team to monitor the impact of their efforts and ensure alignment with organizational goals and values.

Our ask to Council

Select a Council
Member Liaison to
participate in JEDI
Action Team

Commit to
participating in
Learning Journey

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: OTHER BUSINESS 60 minutes (8:45 - 9:45 pm)

Subject:

Meeting

Suggested Action:

Closed Session: Tonight, the City Council will hold a closed session, immediately following the Council Meeting, in the Council Chambers of the Municipal Building: 1) to discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including the development and implementation of emergency plans.

The following motion is required to move into a closed session: I move that Council go into Closed Session in accordance with Section 3-305(b)(10)(ii) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland to discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including the development and implementation of emergency plans.

The purpose of this meeting will be to discuss public security, including the development and implementation of emergency plans.

Attachments:

[Closed Session Notice.pdf](#)
[meetings.pdf](#)



GREENBELT CITY COUNCIL

Emmett V. Jordan, *Mayor*

Kristen L.K. Weaver, *Mayor Pro Tem*

Amy Knesel

Danielle McKinney

Jenni Pompei

Silke I. Pope

Rodney M. Roberts

OFFICIAL NOTICE

In accordance with Section 3-305(b)(10)(ii) of the General Provisions Article of the *Annotated Code of the Public General Laws of Maryland*, a closed session of the Greenbelt City Council will be held on Monday, April 22, 2024, immediately following the Regular Council Meeting, in the Council Chambers of the Municipal Building: 1) to discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including the development and implementation of emergency plans.

The purpose of this meeting is 1) to discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including the development and implementation of emergency plans.

**** The public may attend the Regular Council Meeting prior to the closed session and observe the vote of the Council to move into the closed session on Monday, April 22, 2024.***

Bonita Anderson
City Clerk

CITY OF GREENBELT, MARYLAND
25 Crescent Road, Greenbelt, MD 20770-1891



4/18/2024 9:30 AM

**City Council Meetings & Work Sessions
April - May**

Budget Work Session – Recreation/Museum	Wed.	04/24	7:30 pm
Budget Work Session – Public Safety	Mon.	04/29	7:30 pm
Work Session – Greenbelt Center HOA/COA	Wed.	05/01	7:30 pm
Four Cities Meeting (Greenbelt)	Thurs.	05/02	7:00 pm
Budget Work Session – Recognition Groups	Mon.	05/06	7:00 pm
Budget Work Session – Green Ridge House	Wed.	05/08	7:00 pm
Regular Meeting	Mon.	05/13	7:30 pm
Budget Work Session – Final Budget Review	Wed.	05/15	7:30 pm
Work Session- TBD	Mon.	05/20	7:30 pm
ACE Student Awards	Wed.	05/22	7:30 pm
No Meeting – Memorial Day	Mon.	05/27	
Regular Meeting/ 2 nd Public Hearing	Tues.	05/28	7:30 pm
Work Session – TBD	Wed.	05/29	7:30 pm

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 Video Relay Services (VRS) at 711 or e-mail banderson@greenbeltmd.gov to reach the City Clerk. Unless otherwise noted, meetings will be held in the Council Chambers in the Municipal Building (MB) at 25 Crescent Road and virtually by Zoom. Zoom meeting information for public participation is posted on the City's website at www.greenbeltmd.gov on the meeting calendar.

Bonita Anderson, City Clerk

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

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

MD RELAY 711

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891



4/18/2024 9:30 AM

Ready to be scheduled:

Townhall Meeting: Virtual Meetings Accessibility
for Blind and Visually Impaired
City Contracting Policy
Walk-way fixture
Verde Apartments
Greenbelt Road Corridor
Bureau of Engraving and Printing
Beltway Plaza (stakeholder)
Greenbelt Access TV
COG Leadership
County Executive Liaison, Denise Ross
NASA Goddard Tour
Economic Development

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
Museum Plan
Bernard Penney (*Memorial Donation in honor of
Leonie Penney*)
Potential Bond Referendum/Capital Financing
Cemetery Plans
MARC Train Service/ MDOT
Arts & Entertainment District
EV Chargers Five Year Plan
Fleet Vehicles Ten Year Plan
GHI/Prince George's County (Stormwater issues)
Office of Human Rights

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: OTHER BUSINESS 60 minutes (8:45 - 9:45 pm)

Subject:

Stakeholder List

Suggested Action:

Attachments:

[Stakeholder Schedule.pdf](#)

Annual													Follow-Up Letter Sent
Advisory Group Chairs	7/22	7/23											
Franklin Park at Greenbelt Station Mgmt.	12/21	12/22	2/24										3/21/24
Greenbelt Center HOAs	3/23												
Greenbelt East HOAs and COAs/Greenbelt East Advisory Coalition	4/22	6/23											
Greenbelt Homes, Inc.	8/22	8/23											
Greenbelt Station HOA/Verde Apts.	8/22	8/23											
School Board Member	9/21	2/23	8/23										
State Highway Administration	11/20	11/22	12/23										12/21/23
Biennial													
Beltsville Ag. Research Center	8/18	11/22	11/23										
Beltway Plaza	9/22												
NASA/GSFC	3/22	4/23											
Greenbelt Business Alliance	10/22												
Greenbelt Park NPS	1/22	3/23											
Greenway Shopping Center	12/20	2/23											
Religious/Spiritual Organizations	6/22	2/24											
Twice a Year													
County Council Person and At Large Members	5/23	3/24											3/19/24
Meetings as Needed													
Apartments	4/21												
Comcast/Verizon	3/21												
Greenbelt Office Parks													
Greenbelt Watershed Groups	10/19												
Hotels	8/23												
PEPCO	2/22	9/23											
WSSC	2/22	6/23	10/23										
Washington Gas	8/23												
Prince George's Economic Development Corp.	11/21												
Prince George's Planning Board	10/19												
Roosevelt Center Owner	8/20												
University of Maryland	4/15												
WMATA/PGDPW&T (Semi-Annual)	5/22												
Newly Elected/Appointed Officials (Presentation of a Council Regular Meeting)													
County Executive													
School Board CEO	1/24												1/17/24
State's Attorney	1/23												

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section: OTHER BUSINESS 60 minutes (8:45 - 9:45 pm)

Subject:

Greenbelt Advisory Committee on Environmental Sustainability Report #2024-02 Biofuels for City Vehicles

Suggested Action:

Reference:

Green ACES Report #2024-02 (Biofuels for City Vehicles)

Executive Summary: Biofuels for Greenbelt

Utilizing non-petroleum 'biofuels' in the City of Greenbelt municipal vehicle fleet as a means of improving local air quality, reducing the climate warming effects of burning fossil fuels, and reducing the City's overall carbon footprint.

Greenbelt Advisory Committee on Environmental Sustainability (Green ACES) recommends the following:

1. Engage a professional consultant to help Greenbelt identify and apply for funding opportunities related to use of biofuels in the municipal vehicle fleet.
2. Fund and implement a pilot program for B100 biodiesel fuel use in the refuse truck fleet. The 'low hanging fruit' in discussion of how to decrease fossil fuel consumption and tailpipe emissions in Greenbelt is the refuse trucks, which run six days every week of the year and accumulate more engine hours and over-the-road miles by far than other municipal vehicles.
3. Develop and implement a program to purchase B20 biodiesel blend for use in all municipal diesel-powered vehicles and equipment, except for the refuse trucks. Reach out to other MWCOG and MML government entities to determine what others have accomplished, and to learn whether there are existing fuel contracts in which Greenbelt can participate. Buses, street sweepers and DPW medium-duty trucks use many thousands of gallons of fuel annually; switching to B20, which may actually end up saving the City money, can result in a significant decrease in GHG emissions.
4. Fund and implement a pilot program to use renewable propane in Greenbelt's fleet of automobiles and light-duty trucks. If successful and economically viable, switching to renewable propane in our gasoline-powered vehicles will result in a dramatic reduction in GHG emissions, and could achieve as well a considerable cost savings.

Attachments:

[Green ACES Recommendation 2024-02 Biofuels for City Vehicles.pdf](#)
[BIOFUELS FOR GREENBELT.pdf](#)

Green ACES



Greenbelt Advisory Committee on Environmental Sustainability

GREENBELT ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY REPORT TO CITY COUNCIL

Date: March 30, 2024

Recommendation # 2024-02

SUBJECT: Utilizing non-petroleum ‘biofuels’ in the City of Greenbelt municipal vehicle fleet as a means of improving local air quality, reducing the climate warming effects of burning fossil fuels, and reducing the City’s overall carbon footprint.

BACKGROUND:

- Human activity continues to drive climate change; transportation contributes greatly to greenhouse gas emissions that in turn result in continued warming and health problems.
- Greenbelt adopted a policy to reduce greenhouse gas emissions from municipal operations by 50%, as compared with 2005 levels, by the end of 2030. The policy is capped by a goal of reducing GHG by 80% by 2050, as compared with 2005 levels. (Green ACES recommended a 100% reduction by 2050, meaning that Greenbelt’s municipal government operations would be carbon-neutral by that date.)
- Greenbelt’s municipal vehicle fleet burns over 75,000 gallons of fossil fuels each year.
- Biodiesel is a fuel produced in the U.S. from soybeans, waste vegetable oils, and animal fats. Biodiesel can be blended with petroleum-based diesel; a 20% blend (B20) can be used in virtually all modern diesel engines without modification. Burning B20 results in reduced GHG emissions from diesel engines.
- ‘Pure’ biodiesel (B100) can be burned in modern diesel engines; however vehicles must be modified since B100 gels in cold temperatures. Burning B100 results in dramatic reductions of 70% to 90% in GHG emissions from diesel engines.
- Other local governments have begun to utilize biodiesel in their fleets, with plans for greater use and acceptance.
- Renewable propane is a fuel produced in the U.S. from soybeans, waste vegetable oils, and animal fats. It is a ‘drop-in’ substitute for petroleum-based propane and can be burned in gasoline engines. Most gasoline-powered vehicles can be modified at an approximate cost of \$7,000 per vehicle to successfully run on renewable propane. Burning renewable propane results in dramatic reductions of GHG emissions in vehicles powered by gasoline engines. This allows existing vehicles to contribute to GHG reductions without delay.
- It is desirable to continue purchasing electric-powered vehicles as automobiles and light-duty trucks ‘age out’ and require replacement.

A report produced by the Green Team’s Energy Circle lead Steve Skolnik is attached with more detailed information. This report includes data on the City’s municipal fleet and fossil fuel consumption to operate this fleet; a description of biofuels Biodiesel and Renewable Propane and their benefits, their use in vehicles, and actions needed to deploy their use in municipal vehicles; examples of their use by nearby governments; and available biofuel incentives.

RECOMMENDATIONS:

1. Engage a professional consultant to help Greenbelt identify and apply for funding opportunities related to use of biofuels in the municipal vehicle fleet.
2. Fund and implement a pilot program for B100 biodiesel fuel use in the refuse truck fleet. The ‘low hanging fruit’ in discussion of how to decrease fossil fuel consumption and tailpipe emissions in Greenbelt is the refuse trucks, which run six days every week of the year and accumulate more engine hours and over-the-road miles by far than other municipal vehicles.
3. Develop and implement a program to purchase B20 biodiesel blend for use in all municipal diesel-powered vehicles and equipment, except for the refuse trucks. Reach out to other MWCOC and MML government entities to determine what others have accomplished, and to learn whether there are existing fuel contracts in which Greenbelt can participate. Buses, street sweepers and DPW medium-duty trucks use many thousands of gallons of fuel annually; switching to B20, which may actually end up saving the City money, can result in a significant decrease in GHG emissions.
4. Fund and implement a pilot program to use renewable propane in Greenbelt’s fleet of automobiles and light-duty trucks. If successful and economically viable, switching to renewable propane in our gasoline-powered vehicles will result in a dramatic reduction in GHG emissions, and could achieve as well a considerable cost savings.

BIOFUELS FOR GREENBELT

I. Introduction

This report will introduce the concept of utilizing non-petroleum 'biofuels' in the City of Greenbelt municipal vehicle fleet as a means of improving local air quality, reducing the climate warming effects of burning fossil fuels, and reducing the City's overall carbon footprint.

II. Executive Summary

- Human activity continues to drive climate change; transportation contributes greatly to greenhouse gas emissions that in turn result in continued warming and many health problems.
- Greenbelt has adopted a policy to reduce greenhouse gas emissions from municipal operations by 50%, as compared with 2005 levels, by the end of 2030.
- Greenbelt's municipal vehicle fleet burns over 75,000 gallons of fossil fuels each year.
- Biodiesel is a fuel produced in the U.S. from soybeans, waste vegetable oils, and animal fats. Biodiesel can be blended with petroleum-based diesel; a 20% blend (B20) can be used in virtually all modern diesel engines without modification. Burning B20 results in reduced GHG emissions from diesel engines.
- 'Pure' biodiesel (B100) can be burned in modern diesel engines, however vehicles must be modified since B100 gels in cold temperatures. Burning B100 results in dramatic reductions of 70% to 90% in GHG emissions from diesel engines.
- Other local governments have begun to utilize biodiesel in their fleets, with plans for greater use and acceptance.
- Renewable propane is a fuel produced in the U.S. from soybeans, waste vegetable oils, and animal fats. It is a 'drop-in' substitute for petroleum-based propane and can be burned in gasoline engines.
- Most gasoline-powered vehicles can be modified at an approximate cost of \$7,000 per vehicle to successfully run on renewable propane.
- Burning renewable propane results in dramatic reductions of GHG emissions in vehicles powered by gasoline engines. This allows existing vehicles to contribute to GHG reductions without delay.
- It is desirable to continue purchasing electric-powered vehicles as automobiles and light-duty trucks 'age out' and require replacement.
- Recommendations:
 - Engage a professional consultant to help identify funding sources.
 - Implement a pilot program to convert refuse trucks to B100 fuel
 - Switch diesel fuel purchases to B20 biofuel blend for remainder of diesel-powered vehicles and equipment in the City fleet.
 - Implement a pilot program to convert automobile(s) and light-duty truck(s) to burn renewable propane, with a plan to expand use of renewable propane if the pilot program is successful and demonstrates GHG reductions and economic viability.

III. The Problem

As has been extensively documented, Earth's climate is changing in large part due to the technological activity of humans; one major aspect of this change is continued warming that results from the addition of 'greenhouse gasses' (GHG) to the atmosphere so as to reduce the natural radiation of heat away from the earth. The U.S. Environmental Protection Agency estimates that transportation activities in this country account for approximately 29% of our total GHG emissions; a major portion of this percentage results from 'tailpipe emissions' from cars and trucks on our roadways.

Another set of problems related to burning fossil fuels in our vehicles has to do with human health. According to the U.S. Center for Disease Control (CDC), transportation-related air pollutants are a major contributor to unhealthy air quality, and exposure to traffic emissions has been linked to many damaging health effects. It is difficult to calculate the many millions of dollars in annual health care costs that result from human exposure to vehicle exhaust gasses.

The City of Greenbelt has adopted goals relating to environmental sustainability and energy consumption, by established policy and under agreement as a member of the Metropolitan Washington Council of Governments (MWCOC). Having achieved the initial goal of reducing 2020 municipal greenhouse gas (GHG) emissions by 20% as compared with 2005 levels, the City has committed to the current goal: a 50% GHG reduction by 2030. The policy is capped by a goal of reducing GHG by 80% by 2050, as compared with 2005 levels (it is noted that the Greenbelt Advisory Committee on Environmental Sustainability, GreenACES, has recommended a 100% reduction by 2050, meaning that Greenbelt's municipal government operations would be carbon-neutral by that date.)

IV. Municipal Fuel Use

The City of Greenbelt maintains a fleet of vehicles to provide a full range of municipal services including refuse removal, parks and recreation, policing, public works, and others; to facilitate providing these services, the City bulk-purchases unleaded gasoline and ultra-low sulfur diesel (ULSD), which is stored and dispensed at the Department of Public Works facility.

Annual purchase of ULSD for 2023 18,342 gallons
Annual purchase of gasoline for 2023 57,301 gallons

Greenbelt maintains a vehicle fleet that consists, based on recent data, of the following groupings:

- Medium- and Heavy-duty vehicles
 - 2 Gasoline-powered buses
 - 6 Gasoline-powered trucks
 - 17 Diesel-powered trucks (includes street sweepers)
- Light-duty trucks
 - 24 Gasoline-powered (includes pickups and vans)
 - 2 Diesel-powered
 - 1 Electric-powered
- Automobiles
 - 56 Gasoline-powered
 - 29 Hybrid
 - 5 Electric-powered

City records indicate that, for diesel-powered vehicles, the largest fuel consumption is by refuse trucks; second highest is Greenbelt Connection buses (although less than half of what the refuse trucks use), followed closely by street sweepers. For gasoline-powered vehicles, the largest consumption by far is in police vehicles.

V. What is Biodiesel?

The U.S. Department of Energy (DOE) defines biodiesel as “a renewable, biodegradable fuel manufactured domestically from vegetable oils, animal fats, or recycled restaurant grease. Biodiesel meets both the biomass-based diesel and overall advanced biofuel requirement of the Renewable Fuel Standard.” Biodiesel can be manufactured from various feedstocks, including soybeans, waste animal fats from slaughterhouses, used vegetable oil from restaurants, etc. Biodiesel can be successfully blended with modern petroleum diesel fuel (ultra-low sulfur diesel, or ULSD). Pure biodiesel is designated as ‘B100’; blends with ULSD are designated by the percentage of biodiesel in the blend, the most popular of these being B20 consisting of 20% biodiesel, 80% ULSD.

Some in the petrochemical industry argue that using food crops such as soybeans for the production of motor fuels may result in world food shortages and hunger; decades of data, however, indicate that U.S. farms produce an ever-growing surplus of soybeans. This, together with an understanding that biofuels can be and are currently produced from a blend of used vegetable oils, waste animal fats and purpose-grown soybeans serves to refute this argument. In fact, the production and use of biofuels for motor fuel continues to increase; according to the International Energy Agency an annual 6% rate of growth continues over the last five years, notwithstanding a dip resulting from the COVID-19 epidemic. Annual production of biofuels is on track to nearly double in the 10 years 2021-2030 (source: Statista.com).

An interesting side note is that Rudolf Diesel, who invented the compression-ignition engine in 1893, used peanut oil (and other vegetable oils) as fuel.

VI. Why Use Biodiesel?

The transportation industry has begun a major transition towards electrification of vehicles, however the availability of fully-electric trucks, particularly heavy-duty trucks and the charging infrastructure needed to support them, continues to develop much more slowly than for passenger cars. One method that governments and commercial enterprises are adopting to improve their environmental profiles is to switch truck fuels from ULSD to Biodiesel.

Biodiesel has come into wide acceptance in the United States, and is readily available in our geographical area. Currently, for example, the District of Columbia Department of Transportation (DDOT) is operating over 150 trucks on B100, with modification kits furnished and installed by Optimus Technologies. Also, Prince George’s County is implementing a pilot program, under a grant from the Maryland Energy Administration, to operate six (6) RideOn buses on B100 fuel; the plan includes expansion to the entire bus fleet following a positive result in the pilot program.

When burned in a compression-ignition (diesel) engine, biodiesel is considered to be carbon neutral because the amount of carbon put back into the air upon its combustion is the same as the carbon taken out of the air when the biomass was created in the first place. According to Clean Fuels Alliance America, the average life-cycle GHG emissions when burning B100 instead of ULSD are reduced by 70% to 90%, depending on the feedstock. For B20 blends, GHG emissions are reduced by 16% to 70% as compared with ULSD.

Generally, B20 and lower-level blends can be used in current engines without modifications. In fact, all U.S. original equipment manufacturers (OEMs) specifically certify the use of B20 for current production diesel engine models.

B100 or 'Pure Biodiesel' can be burned in today's diesel engines, however modifications to the vehicle are needed in cold weather climates because B100 thickens (gels) in cold temperatures. A typical modification 'kit' consists of a separate heated tank for the B100, heated fuel lines, valves and controls to automatically switch between the ULSD and B100 tanks. The engine is started on ULSD and then switched to B100. Such modification kits are available commercially, at an installed cost of approximately \$25,000 per vehicle.

Interestingly, Biodiesel has the property of greater lubricity as compared with ULSD, which may translate to improved engine component life. In addition, B100 burns cleaner and reduces the need for 'regen' of the Diesel Particulate ("soot") filters now required on all diesel trucks.

VII. Renewable Propane – What is it?

The U.S. Department of Energy defines 'renewable propane' as follows: "Renewable propane is an alternative fuel made from non-petroleum feedstocks such as natural fats, vegetable oils, and various types of grease. It is chemically identical to conventional propane and can be used as a drop-in replacement fuel in all propane applications."

Renewable propane is a byproduct of biodiesel production, sometimes referred to as a co-product. It is made from the same feedstocks as biodiesel, and has chemical and combustion characteristics equal to petroleum-based propane.

VIII. Why Use Renewable Propane?

Propane fuel has a lower carbon content than gasoline, and renewable propane has a dramatically lower carbon content than petroleum-based propane. According to the California Air Resources Board (CARB), the average carbon intensity of gasoline is 92 grams CO₂ per megajoule (g CO₂e/MJ). Conventional propane has a carbon intensity of 79 g CO₂e/MJ. Renewable propane has a carbon intensity of 20.5–43.5 g CO₂e/MJ, depending on the feedstock. For example, renewable propane made from domestic, non-rendered, used cooking oil has a carbon intensity of 20.5 g CO₂e/MJ.

When burned in a conventional gasoline engine, renewable propane is considered to be carbon neutral because the amount of carbon put back into the air upon its combustion is the same as the carbon taken out of the air when the biomass was created in the first place.

Many currently produced gasoline engines are designed by manufacturers as 'flexible fuel' and can be successfully operated on propane. The installed cost to convert a conventional automobile or light truck to run on renewable propane is approximately \$7,000.

Converting gasoline-powered vehicles is a viable option for incorporating renewable propane into light- and medium-duty fleet operations, in order to achieve a marked reduction in carbon footprint and GHG production. The upfront costs to convert fleet vehicles to propane can be offset by reduced operating and maintenance costs over the lifespan of the vehicles. Renewable propane can be a cost-effective option when considering the overall price per mile to operate a vehicle.

IX. Implementing Biofuels in City Vehicles

Implementing use of biodiesel in the City's diesel-powered vehicles can be accomplished via two distinct methods:

1. Purchase B20 biodiesel blend in lieu of ULSD. This course of action requires no modification to existing storage tank or pump, or to any existing vehicles.
2. Purchase B100 'pure' biodiesel, continuing use of ULSD in some vehicles. This course of action would require upgrading storage infrastructure with an additional B100 tank and dispensing pump, as well as modification of each B100 vehicle as noted above.

Implementing use of renewable propane in the City's gasoline-powered vehicles would require modification of each vehicle, where appropriate and at a unit cost per vehicle, as noted above.

X. Cost Considerations

Switching Greenbelt's vehicle fleet to biofuels has two strong advantages as an energy source. First, implementation can be accomplished without facing the large upfront cost of replacing existing vehicles before the value of their full life cycles have been realized. By keeping the existing fleet, dramatic reductions in CO2 and other GHG emissions can be realized at a very reasonable initial cost. Second, and possibly more important, GHG reductions can be accomplished much more quickly with biofuels, rather than replacing existing units with electric vehicles as they 'age out' one at a time over many years.

Particularly for automobiles and light-duty trucks, it still makes good sense to purchase new electric vehicles to replace existing ones as they 'age out' and are due for replacement in any case. Electric vehicles have a number of advantages over fuel-powered ones that should not be overlooked, particularly related to overall energy conversion efficiency (electric motors being efficient in the 90% range, as compared to 18% to 25% for internal combustion engines), in simplicity (far fewer parts in an electric powertrain), and in ease of maintenance.

Biodiesel is an appropriate fuel for diesel engines, which use a compression-ignition cycle. Renewable propane is not appropriate for diesel engines. There is no lubrication from the propane fuel itself, as there is in diesel, and this could cause damage and failure of the engine. Renewable propane is, however, very desirable as a fuel in gasoline-powered (spark-ignition) engines.

Biodiesel Costs. Currently the U.S. national average cost of B20 is \$0.11 per gallon lower than ULSD; pricing varies widely by region, the price differential being subject to feedstock, supply/demand variability, and distribution issues. The cost of B100 is generally higher than the cost of ULSD by about 10%, again with large variability due to feedstock supply.

Implementation of a B20 solution does not require changes or additions to infrastructure or to vehicle engines, therefore carries little or no initial cost.

Implementation of a B100 solution, as noted above, requires addition of tank and dispensing pump, at a one-time cost to be determined by specific design (note that Prince George's County DPW&T is leasing the tank and dispensing pump for use in their pilot program.) In addition, each vehicle requires modification to store and burn B100, at an approximate one-time cost of \$25,000.

Renewable Propane. The current quoted price for renewable propane in the Central Atlantic region of the U.S. is \$1.76 per gallon (source: Alliance Autogas). This compares very favorably with the current price of \$3.58 for petroleum-based propane (source: ycharts.com, Maryland Residential Propane Price). When comparing fuel costs with gasoline, it should be noted that propane (either renewable or petroleum-based) has a lower energy density than gasoline; typically a factor of 0.85 to 0.9 is applied to calculate miles per gallon when burning propane.)

Implementation of renewable propane for automobiles and light-duty trucks in Greenbelt would require addition of a storage tank and dispensing pump, at a one-time cost to be determined by specific design. In addition, each vehicle would require a one-time conversion costing approximately \$7,000.

XI. Funding Opportunities

A number of incentives may be available to the City of Greenbelt to reduce or offset costs associated with implementation of biodiesel and/or renewable propane motor fuels. The following is not an exhaustive list, nor an implication that a specific incentive will be awarded.

As a member of the Metropolitan Washington Council of Governments and the Maryland Municipal League, the City of Greenbelt may be eligible to participate in existing contracts currently in place in other jurisdictions. Should the City decide to move forward with implementation, further study would be indicated to identify such opportunities. It is also possible that a consultant may be of assistance in identifying and applying for grant funding, through the Green Team affiliation with the Greater Washington Region Clean Cities Coalition (GWRCCC).

Alternative Fuel Infrastructure Tax Credit. (Federal) The Alternative Fuel Vehicle Refueling Property Credit is available for qualified AFV fueling property installed in qualified locations on or after January 1, 2023, and through December 31, 2032. Eligible property includes certain fueling equipment for natural gas, propane, hydrogen, electricity, E85, or biodiesel blends of at least 20% (B20+). Businesses are eligible for a tax credit of:

- 6% of the depreciable costs, up to \$100,000 per item; or,
- 30% of the depreciable costs, up to \$100,000 per item, if the installation meets U.S. Department of Labor [prevailing wage and apprenticeship requirements](#).

Tax exempt entities, including state and local governments, may be eligible to receive this credit in the same amount as businesses, via IRS elective pay provisions. For elective pay eligibility requirements, please see the IRS [Elective Pay and Transferability](#) website.

Alternative Fuel Excise Tax Credit. (Federal) A tax incentive is available for alternative fuel that is sold for use or used as a fuel to operate a motor vehicle. A tax credit in the amount of \$0.50 per gallon is available for the following alternative fuels: natural gas, liquefied hydrogen, propane, P-Series fuel, liquid fuel derived from coal through the Fischer-Tropsch process, and compressed or liquefied gas derived from biomass. For an entity to be eligible to claim the credit they must be liable for reporting and paying the federal excise tax on the sale or use of the fuel in a motor vehicle. Tax exempt entities such as state and local governments that dispense qualified fuel from an on-site fueling station for use in vehicles qualify for the incentive. Eligible entities must be registered with the Internal Revenue Service (IRS). The incentive must first be taken as a credit against the entity's alternative fuel tax liability; any excess over this fuel tax liability may be claimed as a direct payment from the IRS. The tax credit is not allowed if an incentive for the same alternative fuel is also determined under the rules for the ethanol or biodiesel tax credits.

Biodiesel Income Tax Credit. A taxpayer that delivers pure, unblended biodiesel (B100) into the tank of a vehicle or uses B100 as an on-road fuel in their trade or business may be eligible for an incentive in the amount of \$1.00 per gallon of biodiesel, agri-biodiesel, or renewable diesel. If the biodiesel was sold at retail, only the person that sold the fuel and placed it into the tank of the vehicle is eligible for the tax credit. The incentive is allowed as a credit against the taxpayer's income tax liability.

XII. Recommendations and Next Steps.

Based on the information gathered for this report, it is clear that a growing biofuels industry is available now, and that a transition to their use in Greenbelt's municipal fleet can, without delay or major expense, result in significant reductions in the City's carbon footprint and greenhouse gas emissions from daily operations.

The following recommendations are therefore submitted for consideration and action:

1. Engage a professional consultant to help Greenbelt identify and apply for funding opportunities related to use of biofuels in the municipal vehicle fleet.
2. Fund and implement a pilot program for B100 biodiesel fuel use in the refuse truck fleet. The 'low hanging fruit' in discussion of how to decrease fossil fuel consumption and tailpipe emissions in Greenbelt is the refuse trucks, which run six days every week of the year and accumulate more engine hours and over-the-road miles by far than other municipal vehicles.
3. Develop and implement a program to purchase B20 biodiesel blend for use in all municipal diesel-powered vehicles and equipment, except for the refuse trucks. Reach out to other MWCOG and MML government entities to determine what others have accomplished, and to learn whether there are existing fuel contracts in which Greenbelt can participate. Buses, street sweepers and DPW medium-duty trucks use many thousands of gallons of fuel annually; switching to B20, which may actually end up saving the City money, can result in a significant decrease in GHG emissions.
4. Fund and implement a pilot program to use renewable propane in Greenbelt's fleet of automobiles and light-duty trucks. If successful and economically viable, switching to renewable propane in our gasoline-powered vehicles could result in a dramatic reduction in GHG emissions, as well as considerable cost savings.

Respectfully submitted on March 23, 2024,

Steve Skolnik

Greenbelt Green Team

sdskolnik@gmail.com

301-503-0815

Information Resources:

- Sustainable Energy Strategies, Inc. (biofuels/energy funding consultant)
 - Jill Hamilton, principle - jhamilton@sesi-online.com
- U.S. Department of Energy, Alternative Fuels Data Center
 - <https://afdc.energy.gov>
- John Plant, Chevron Corp. – biofuels manufacturer/distributor
 - John.Plant@Chevron.com
- Diesel particulate filters
 - https://en.wikipedia.org/wiki/Diesel_particulate_filter
- Optimus Technologies – manufacturer/supplier of B100 vehicle conversion equipment
 - <https://optimustec.com/vector-system>
 - Karl Thomas - k.thomas@optimustec.com
- DC Dept.of Transportation
 - <https://dpw.dc.gov/release/dpw-receive-fleet-leadership-award-its-use-clean-fuel>
- Prince George's County DPW&T
 - James Turner - JETurner1@co.pg.md.us
- Clean Fuels Alliance America - Paul Winters
 - <https://cleanfuels.org>
- Alliance Autogas - Ellis Chapman
 - <https://allianceautogas.com>

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS 60 minutes (8:45 - 9:45 pm)

Subject:

Ratifying Contract for Fuel Management System for City Vehicles

Suggested Action:

Reference: Memorandum - B. Kim - 04/15/2024

Petro Supply, Inc. Quote

Spacto Quote

In calendar year 2022, the Department of Public Works identified the urgent need to replace the existing fuel management system, encompassing both the physical fuel management equipment and associated system software. The current equipment and software are outdated, exceeding twenty years in age, and are no longer supported by the manufacturer. The fuel pumps, though not public-facing, play a critical role in providing fuel for essential services, including Greenbelt Police, Greenbelt Fire, and DPW operations.

Council approved the necessary expenditure under the replacement budget line in FY23. The replacement process involved a replacement in kind, of equipment and software, thereby mitigating the need for a complete system redesign.

During the interim period between proposal and installation, the company initially engaged, Petro Supply, underwent a change in ownership and was subsequently acquired by Spatco.

Staff is seeking Council's authorization for the City Manager to execute the attached contracts with Spatco, totaling \$26,462.05.

Attachments:

[Memorandum - B. Kim - 04/15/2024.pdf](#)

[Petro Supply, Inc. Quote.pdf](#)

[Spacto Quote.pdf](#)



Date: 15-April-2023

To: Mr. Josué Salmerón, City Manager

From: Brian Kim, Assistant Director of Public Works - Operations

Re: **Replace Fuel Management System**

SUBJ.: **Council Approval of Contract to Spatco – formerly Petro Supply, Inc.**

In calendar year 2022, the Department of Public Works identified the urgent need to replace the existing fuel management system, encompassing both the physical fuel management equipment and associated system software. The current equipment and software are outdated, exceeding twenty years in age, and are no longer supported by the manufacturer. The fuel pumps, though not public-facing, play a critical role in providing fuel for essential services, including Greenbelt Police, Greenbelt Fire, and DPW operations.

Council approved the necessary expenditure under the replacement budget line in FY23. The replacement process involved a replacement in kind, of equipment and software, thereby mitigating the need for a complete system redesign.

During the interim period between proposal and installation, the company initially engaged, Petro Supply, underwent a change in ownership and was subsequently acquired by Spatco. We are seeking Council's authorization for the City Manager to execute the attached contracts with Spatco, totaling \$26,462.05.

Attached: < City Of Greenbelt- OPW PV DX Fleet System Revised Quote Rev1_Aproved_Council>
< City of Greenbelt DPW-TLS-450Plus Migration Kit Quote-Spatco_Aproved_Council>

**PETRO SUPPLY, INC**

7091 DORSEY RUN ROAD
ELKRIDGE, MD 21075
Phone 301.953.3540
Fax 301.604.9393
www.petrosupply.com

**QUOTE
REPRINT**

Number	028341
Date	07/27/2022
Page	1

Ship-to: SAME
CITY OF GREENBELT
25 CRESCENT ROAD
GREENBELT, MD 20770

Bill-to: CIT001
CITY OF GREENBELT
25 CRESCENT ROAD
GREENBELT, MD 20770

Reference #	Slsp	Terms	Whse	Freight	Ship Via
NEW OPW PV PRO DX FMS SYS	009	NET 30	01	PREPAID	BESTWAY
Quoted By: MES	Quoted To: BRIAN KIM		Effective:	NONE	Expires: 30 DAYS

Item	Description	Ordered	UM	Price	UM	Extension
PV-PRO-DX	FUEL CONTROL SYSTEM INCLUDES FSC BOX	1.00	EA	6021.90	EA	6021.90
	PV PRO DX BASE SYS INCLUDES (1) PV200 FUEL ISLAND TERMINAL, INTERNAL/EXTERNAL FUEL SITE CONTROLLER, PV PRO SUPPORTS ONE FIT, 4 HOSE POSITIONS, 1000 CARDS & 500 TRANSACTIONS FCS MEMORY, SYSTEM DOESN'T SUPPORT ANY ALPHA KEY PAD, ENRTY OR FLEET NETWORKS, DX FLEET 1 YEAR SUBSCRIPTION AND DX ONBOARDING FEE ARE STANDARD W/ THIS PACKAGE.					
20-4443-MAG	MAG STRIPE READER	1.00	EA	612.00	EA	612.00
20-4443-PROX-XXX	PRO READER	1.00	EA	1044.90	EA	1044.90
20-7079	WIRELESS KIT	1.00	EA	1725.30	EA	1725.30
20-4359-40	PEDESTAL-STANDARD 40" HEIGHT	1.00	EA	350.00	EA	350.00
20-4428	PEDESTAL-PCM MOUNTING BRACKET	1.00	EA	115.00	EA	115.00
20-4267	INTERFACE CABLE KIT	1.00	EA	174.60	EA	174.60
20-4404-09	PCM 2 HOSE MASTER MODULE	1.00	EA	962.10	EA	962.10
20-4405	PCM 2 HOSE SLAVE MODULE	1.00	EA	729.00	EA	729.00
65-0011	DX FLEET ANNUAL SOFTWARE SUB	1.00	EA	820.00	EA	820.00
65-0004	INITIAL SITE SETUP FEE	1.00	EA	500.00	EA	500.00
65-0007	DX FLEET MANAGEMENT MIGRATION	1.00	EA	875.00	EA	875.00
54-1005-MAG	WHITE MAG CARD	25.00	EA	2.00	EA	50.00
54-1020-C	STANDARD ENCODING	25.00	EA	2.85	EA	71.25
LABOR	REMOVAL OF OLD SYSTEM	1.00	EA	4936.00	EA	4936.00
LABOR	INSTALL OF NEW SYSTEM	1.00	EA	1875.00	EA	1875.00
	START UP & INTERFACING OF NEW SYSTEM-PROGRAMMING AS NEEDED					
	ANY ADDITIONAL MATERIALS REQUIRED TO HAVE NEW SYSTEM FULLY INTEGRATED					

QUOTE

**PETRO SUPPLY, INC**

7091 DORSEY RUN ROAD
ELKRIDGE, MD 21075
Phone 301.953.3540
Fax 301.604.9393
www.petrosupply.com

**QUOTE
REPRINT**

Number	028341
Date	07/27/2022
Page	2

Ship-to: SAME
CITY OF GREENBELT
25 CRESCENT ROAD
GREENBELT, MD 20770

Bill-to: CIT001
CITY OF GREENBELT
25 CRESCENT ROAD
GREENBELT, MD 20770

Reference #	Slsp	Terms	Whse	Freight	Ship Via
NEW OPW PV PRO DX FMS SYS	009	NET 30	01	PREPAID	BESTWAY
Quoted By: MES	Quoted To: BRIAN KIM		Effective:	NONE	Expires: 30 DAYS

Item	Description	Ordered	UM	Price	UM	Extension
	WILL BE HANDLED ON A T&M BASIS. NO PERMITS INCLUDED. REUSING EXISTING ELECRITICAL WIRING AND CONDUIT. ANY ADDITIONA;L REQUIRED WILL BE HANDLED ON A T&M BASIS INSTALL PRETOR NET WIRELESS UNIT AT PEDESTAL AND SIDE OF GARAGE BUILDING INSTALL OUT INSIDE OF GARAGE TO RUN WIRELESS UNIT. TIE IN TWISTED PAIR WIRING FROM INSIDE WIRELESS UNIT TO FSC 3000 TIE TLS-450 INTO FSC 3000 FOR COMMUNICATION TO SOFTWARE SYSTE, INSTALL SMALL ROUTER IN PANEL - TLS-450 AREA					

QUOTE

Merchandise	Misc	Tax	Freight	Total
14051.05	6811.00	.00	.00	20862.05

PLEASE SIGN ACCEPTANCE AND RETURN. THANK YOU!

QUOTE



7091 DORSEY RUN ROAD
ELKRIDGE, MD 21075
Phone 301.953.3540
Fax 301.604.9393

Number	030656
Date	02/29/2024
Page	1

Ship-to: SAME
CITY OF GREENBELT
25 CRESCENT ROAD
GREENBELT, MD 20770

Bill-to: CIT001
CITY OF GREENBELT
25 CRESCENT ROAD
GREENBELT, MD 20770

Reference #	Slsp	Terms	Whse	Freight	Ship Via
TLS-450PLUS MIGRATION KIT	001	NET 30	01	PREPAID	BESTWAY
Quoted By: MES	Quoted To: BRIAN KIM	Effective: NONE	Expires: 30 DAYS		

Item	Description	Ordered	UM	Price	UM	Extension
330020-771	TLS-450 TO TLS-450PLUS MIGRATION KIT	1.00	EA	5165.00	EA	5165.00
LABOR	INSTALL, PROGRAMING, START UP- INTERNET CONNECT	1.00	EA	435.00	EA	435.00

QUOTE

Merchandise	Misc	Tax	Freight	Total
5165.00	435.00	.00	.00	5600.00

PLEASE SIGN ACCEPTANCE AND RETURN. THANK YOU!

City Council Agenda Item Report

Meeting Date: April 22, 2024

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS 60 minutes (8:45 - 9:45 pm)

Subject:

Appointment to Advisory Board/Committee

Suggested Action:

Reference: Application and Code of Conduct

The City Council interviewed Leon Schachter on February 7, 2024, for the appointment to the Senior Citizens Advisory Committee (SCAC).

Approval of this item on the consent agenda will indicate the Council's intent to appoint Mr. Schachter to the Senior Citizens Advisory Committee.

Attachments: