



CITY COUNCIL AGENDA

Virtual

COUNCIL MEETING WILL BE ONLINE ONLY

Due to the COVID-19 precautions, the Council Meeting will be held online and is planned to be cablecast on Verizon 21, Comcast 71 and 996 and streamed to www.greenbeltmd.gov/municipaltv.

**Resident participation:
Join By phone: (301) 715-8592
Meeting ID: 606 022 272
Password (if needed): 997282**

In advance the hearing impaired is advised to use MD RELAY at 711 to submit your questions/comments or contact the City Clerk at (301) 474-8000 or email banderson@greenbeltmd.gov.

**Tuesday, April 14, 2020
8:00 PM**

I. ORGANIZATION

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

II. COMMUNICATIONS

6. Presentations

6a. National Telecommunications (Dispatch)

Suggested Action:

Since 1991, the second week of April has been designated as National Public Safety Telecommunicators Week to recognize the importance of the role of communication personnel in police and safety departments. Members of the Police Command Staff will be present to introduce members of the Communications Unit to receive the proclamation.

[Proclamation Telecommunications Week 2020.pdf](#)

6b. Animal Control Appreciation Week

Suggested Action:

The week of April 12-18 is designated as National Animal Care and Control appreciation week. This week of appreciation is designed to give recognition to the hard-working men and women of Animal Care and Control who risk their lives and devote huge amounts of personal time and resources, while they serve the public like other public safety and law enforcement agencies empowered with the same duties.

[Proclamation Animal Control -2020.pdf](#)

6c. Proposed FY 2021 City Budget

Suggested Action:

The City Manager will submit her proposed budget for Fiscal Year 2021, which begins July 1, 2020, and ends June 30, 2021. The Council will hold work sessions and a public hearing on the proposed budget.

7. Petitions and Requests

8. Minutes of Council Meetings

Suggested Action:

Work Session - July 16, 2018

Work Session - July 23, 2018

Work Session - July 30, 2018

Work Session - August 20, 2018

Work Session - October 1, 2018

Work Session - November 5, 2018

Work Session - November 14, 2018

Regular Meeting - March 25, 2019

Regular Meeting - April 8, 2019

Regular Meeting - August 12, 2019

Work Session - April 29, 2019

Work Session - June 4, 2019

Work Session -- July 17, 2019

Work Session - September 16, 2019

Work Session - October 21, 2019

Charter Meeting - November 11, 2019

Work Session - January 15, 2020

Work Session - February 19, 2020
Work Session - February 22, 2020
Work Session - March 4, 2020
Interview - March 10, 2020
Regular Meeting - March 10, 2020

[WS180716.pdf](#)
[WS180723.pdf](#)
[WS180730.pdf](#)
[WS180820.pdf](#)
[WS181001.pdf](#)
[WS181105.pdf](#)
[WS181114.pdf](#)
[RM190325.pdf](#)
[RM190408.pdf](#)
[RM190812.pdf](#)
[WS190429.pdf](#)
[WS190604.pdf](#)
[WS190717.pdf](#)
[WS190916.pdf](#)
[WS191021.pdf](#)
[CM191111.pdf](#)
[WS200115.pdf](#)
[WS200219.pdf](#)
[WS200222.pdf](#)
[WS200304.pdf](#)
[INT200310.pdf](#)
[RM200310.pdf](#)

9. Administrative Reports

*10. * Committee Reports

*10a. * Forest Preserve Advisory Board (FPAB) - Report #2020-02 (Final Report A. Morton Thomas & Associates)

Suggested Action:

It is recommended that Council accept this report.

[FPAB Report to Council 2020-02.pdf](#)

*10b. * Forest Preserve Advisory Board (FPAB) - Report #2020-03 (Zoning for the Greenbelt Forest Preserve)

Suggested Action:

It is recommended that Council accept this report.

[FPAB Report to Council 2020-03.pdf](#)

[Reserved Open Space Map.pdf](#)

*10c. * Arts Advisory Board (AAB) Report #20-3 (Proposed Gift of Artwork from K. Karlson, Artist in Residence)

Suggested Action:

It is recommended that Council accept this report.

[AAB Report 20-3 Public Art Proposal from Kathy Karlson.pdf](#)

[Kathy Karlson proposal 2-28-20.pdf](#)

[Karlson 1.jpg](#)

[Karlson 2.jpg](#)

[Karlson 3.jpg](#)

[Karlson 4.jpg](#)

III. LEGISLATION

11. A Resolution to Negotiate the Installation of Solar Photovoltaic Energy System to Offset Municipal Consumption to Standard Solar, Inc. of Rockville, MD (Solar Farm)

- 2nd Reading and Adoption

Suggested Action:

Reference:

Resolution

Memo, J. Sterling, 03/02/2020

RFP Solar PVES to Offset Municipal Electricity Consumption

In 2012, the City of Greenbelt began participating in the Maryland Smart Energy Communities (MSEC) program through the Maryland Energy Administration (MEA). As part of the MSEC program, the City agreed to work towards accomplishing two goals of the program. The first goal was to reduce electricity consumption 15% by 2017 from the 2012 baseline. The second goal was to provide 20% of the electricity from renewable sources by 2022. During the first four years of the MSEC grant program, applications were made towards efforts to reduce electricity consumption. In 2017, the focus was placed on addressing the renewable energy goal.

In 2017, the Department of Public Works submitted a MSEC application to provide photovoltaic systems at the Public Works building and the Springhill Lake Recreation Center (SLRC) building. The MSEC awarded \$58,500 towards these projects, a fraction of the original \$175,000 request. Staff then submitted an attachment to MEA detailing how the \$58,500 was going to be spent. The attachment was approved to install a photovoltaic system at the Springhill Lake Recreation Center. The SLRC solar project only provides a very small percentage of renewable energy towards the renewable source goal.

Staff and the Solar Task Force (staff) carefully reviewed the proposals and checked references to determine which company would provide the City with the best value. Staff believed they had three very promising proposals. All three RFP proposals met the requirements of the RFP, and all three companies received positive recommendations from their previous clients.

Staff interviewed the three companies that submitted proposals. The three companies were: WGL Energy (WGL), EDF Renewables Distributed Solutions (EDF), and Standard Solar. The interviews took place in late May and early June of 2018.

Staff has carefully reviewed all proposals and believes Standard Solar's proposal is the best value. Staff recommends that Council award the RFP for the Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption, to Standard Solar, Inc., 1355 Piccard Drive, Suite 300, Rockville, MD 20850. Staff also recommends Council direct staff to work with the City's Attorney and Standard Solar's Attorney to develop a twenty (20) year Power Purchase Agreement consistent with all the requirements of the Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption RFP dated January 18, 2018.

Mr. Jordan introduced this resolution for first reading at the last meeting. It is recommended the resolution be introduced for second reading and moved for adoption tonight.

[Resolution Standard Solar \(solar farm\).pdf](#)

[Solar Farm Project 2020 Award Memo.pdf](#)

[RFP Solar PVES to Offset Municipal Electricity Consumption_Final.pdf](#)

12. A Resolution for the Purchase of Police Department Mobile Data Terminals (MDT) Computers
 - 1st Reading, Suspension of the Rules
 - 2nd Reading, Adoption

Suggested Action:

Reference:

Resolution

Memo, G. Pracht, 03/18/2020

Mobile Data Terminals Quotes

Staff recommends Council approval for the purchase of 20 replacement Mobile Data Terminals (computers) for the Police Department. Ten of these replacements would come from the current budget and ten would be from the 2022 budget. This staggered purchase allows for splitting the expense between two budget years, but allows for the same model of computers to be acquired to aid the IT Department in programming. Further, staff recommends the purchase through Front Line Mobile Tech. Front Line Mobile Tech is a local business currently servicing local police departments to include Hyattsville, Laurel, Riverdale Park, Cheverly and Prince Georges County.

It is recommended this Resolution be introduced for first reading.

[Resolution.pdf](#)

[Memo, G. Pracht, 03/18/2020.pdf](#)

[Mobile Data Terminals Quotes.pdf](#)

IV. OTHER BUSINESS

13. Relief Payments - Phase 4

Suggested Action:

Mr. Putens requested this item to be added to the agenda.

14. City's Response to COVID-19

Suggested Action:

Mr. Jordan requested this item to be added to the agenda.

15. Council Activities

16. Council Reports

- *17. * Comment Letter on Countywide Sectional Map Amendment

Suggested Action:

Reference: Letter, Council Comments CMA, 03/23/2020 (Please note this letter does not

address the Neighborhood Conservation Overlay Zone Draft Neighborhood Study and Standards. Public discussion of these documents is forthcoming)

At the March 10, 2020, City Council received a presentation by City Planning Staff on the County's Countywide Sectional Map Amendment (CMA) and requested staff draft a letter outlining the City's comments on the CMA to be part of the County's public hearing record. As requested, the letter is on City Council's consent agenda this evening for approval.

[Letter, Council Comments CMA, 03/23/2020.pdf](#)

- *18. * Private Recreation Facilities Agreement for NRP/Greenbelt Metro Residential Development
Suggested Action:

Reference:

Private Facilities Agreement

Letter, E. Hewett, 09/24/2019

On September 23, 2019, the City Council conditionally approved the Preliminary Plan of Subdivision for the NRP/Greenbelt Metro multi-family residential development. A condition of City Council's approval was that, "Prior to the submission of a final record plat, the Applicant agrees to execute a Private Recreation Facilities Agreement (RFA) with the City to provide for the retention and future maintenance of proposed private recreation facilities." The Applicant has prepared the required RFA which identifies the private recreation facilities that are to be provided per the approved Preliminary Plan of subdivision. The RFA has been reviewed by the City Solicitor and Terri Hruby, the Director of Planning and Community Development and found to be acceptable.

Staff recommends the City Council approve the RFA for the NRP/Greenbelt Metro multi-family residential development.

[Private Facilities Agreement.pdf](#)

[Letter, E. Hewett, 09/24/2019.pdf](#)

- *19. * Greenbelt Arts Center Lease Agreement

Suggested Action:

Reference: Greenbelt Arts Center Lease Agreement

The Greenbelt Community Center leases use of space at the facility to a number of tenants. The annual lease the City holds with the Greenbelt Arts Center for the Costume Shoppe located on the ground floor of the facility is due for renewal May 1, 2020.

Included in Council's packet is a copy of the Lease Agreement for review. It is recommended the lease agreement be approved. Approval of this item on the consent agenda will indicate Council's approval of the lease agreement.

[GACenter lease 2020 proposed.pdf](#)

- *20. * Reappointment to Advisory Groups

Suggested Action:

Reference: Reappointment Surveys

The following individuals have indicated their willingness to continue to serve on City Advisory Boards and Committees:

Jamie Krauk - Community Relations Advisory Board

Patricia Evans - Board of Elections
Janet Mirsky - Advisory Committee on Education

- *21. * Resignation from Advisory Group
Suggested Action:
Reference: Letter, J. Ott, 03/04/2020

Judith Ott has submitted her resignation from the Board of Election.

Approval of this item on the consent agenda will indicate Council's intent to accept her resignation with regret.

V. MEETINGS

Meetings

[meetings.pdf](#)

Stakeholders

[Stakeholder Schedule.pdf](#)

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Dana Hill

Submitting Department: Greenbelt Police

Item Type: Proclamation

Agenda Section:

Subject:

National Telecommunications (Dispatch)

Suggested Action:

Since 1991, the second week of April has been designated as National Public Safety Telecommunicators Week to recognize the importance of the role of communication personnel in police and safety departments. Members of the Police Command Staff will be present to introduce members of the Communications Unit to receive the proclamation.

Attachments:

[Proclamation Telecommunications Week 2020.pdf](#)

PROCLAMATION

WHEREAS, in 1991 the Congress and the President of the United States established the second week of April as NATIONAL PUBLIC-SAFETY TELECOMMUNICATIONS WEEK to recognize the importance of the role of communication personnel in police and safety departments; and

WHEREAS, these “unseen first responders” are invaluable in emergency situations and deserve special recognition for providing outstanding service to the officers in the Department and the citizens in the community; and

WHEREAS, the officers of the Greenbelt Police Department must rely on the Communications Specialists to provide timely and proper information and to give immediate and appropriate responses to the citizens in the community; and

WHEREAS, the Communications Specialists in the Police Department’s communications unit must be ever alert and reliable to provide accurate information and dependable, efficient, and speedy support to the officers of the Department, as well as a calm presence in emergency situations and sensitive manner to the needs of citizens in distress; and

THEREFORE BE IT RESOLVED that I, Colin Byrd, by the authority vested in me by the citizens and City Council of Greenbelt, declare the week of April 12th through the 18th, 2020 to be NATIONAL PUBLIC-SAFETY TELECOMMUNICATIONS WEEK in the City of Greenbelt and do hereby issue this proclamation in honor of

THE COMMUNICATIONS SPECIALISTS OF THE GREENBELT POLICE DEPARTMENT

to express the appreciation of the officers of the Greenbelt Police Department, the City Council, and the citizens of the community to Communications Supervisor ALICIA WILLIAMS, and to Communications Specialists JESSICA HOULE, MARIA AUCHTER, MADISON MITCHELL, and SARAH GIGNAC for their dependable and exceptional service during the past year.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 14th day of April, 2020.

COLIN A. BYRD, MAYOR

ATTEST:

**Bonita Anderson
City Clerk**

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Dana Hill

Submitting Department: Greenbelt Police

Item Type: Proclamation

Agenda Section:

Subject:

Animal Control Appreciation Week

Suggested Action:

The week of April 12-18 is designated as National Animal Care and Control appreciation week. This week of appreciation is designed to give recognition to the hard-working men and women of Animal Care and Control who risk their lives and devote huge amounts of personal time and resources, while they serve the public like other public safety and law enforcement agencies empowered with the same duties.

Attachments:

[Proclamation Animal Control -2020.pdf](#)

PROCLAMATION

WHEREAS, the National Animal Care and Control Association has designated the second full week in April as Animal Care and Control Appreciation Week; and

WHEREAS, Animal Control Officers provide essential community functions including the enforcement of animal control laws, protecting the public from diseases such as rabies, and educating the public on the proper care of the community's pets; and

WHEREAS, in 2019 the City of Greenbelt Animal Control Officer handled over 669 cases and successfully found loving homes for 82.39% of animals that were rescued; and

WHEREAS, in 2019 the City of Greenbelt Animal Control Officer had successful community outreach programs including the Pet Expo, the Pooch Plunge and joint collaboration with Well-Wishers for the Animals of Greenbelt Shelter for the Kitten Shower and Bake/Wreath Sale; and

THEREFORE BE IT RESOLVE, I, Colin A. Byrd, by the authority vested in me by the citizens and City Council of Greenbelt, declare the week of April 12th through the 18th, 2020 to be NATIONAL ANIMAL CARE AND CONTROL APPRECIATION WEEK in the City of Greenbelt and do hereby issue this proclamation in honor of

National Animal Care and Control Appreciation Week

to express the appreciation of the officers of the Greenbelt Police Department, the City Council, and the citizens of the community to Animal Control Officer Nelly Ortiz for her dependable and exceptional service during the past year.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 14th day of April, 2020.

COLIN A. BYRD, MAYOR

ATTEST:

Bonita Anderson
City Clerk

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Bonita Anderson

Submitting Department:

Item Type: Presentations

Agenda Section:

Subject:

Proposed FY 2021 City Budget

Suggested Action:

The City Manager will submit her proposed budget for Fiscal Year 2021, which begins July 1, 2020, and ends June 30, 2021. The Council will hold work sessions and a public hearing on the proposed budget.

Attachments:

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section:

Subject:

Minutes of Council Meetings

Suggested Action:

Work Session - July 16, 2018
Work Session - July 23, 2018
Work Session - July 30, 2018
Work Session - August 20, 2018
Work Session - October 1, 2018
Work Session - November 5, 2018
Work Session - November 14, 2018
Regular Meeting - March 25, 2019
Regular Meeting - April 8, 2019
Regular Meeting - August 12, 2019
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Work Session - June 4, 2019
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Work Session - September 16, 2019
Work Session - October 21, 2019
Charter Meeting - November 11, 2019
Work Session - January 15, 2020
Work Session - February 19, 2020
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Attachments:

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[RM200310.pdf](#)

WORK SESSION of the Greenbelt City Council held Monday, July 16, 2018, to meet with the Greenbelt Homes Incorporated (GHI) Board of Directors.

Mayor Jordan started the meeting at 8:01 p.m. It was held in the Council Chambers at the Municipal Building.

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

Staff members present were City Manager Nicole Ard, Assistant Director of Public Works Brian Townsend and City Clerk Bonita Anderson.

Also present were Stefan Brodd, Chuck Hess, Steve Skolnik, Ed James, Linda Warren, Stephen Holland, GHI General Manager Eldon Ralph, Kathleen Gallagher, Greenbelt News Review, Bill Orleans, and others.

Mayor Jordan opened the meeting with introductions.

Disposal of tree waste at the City's Northway Fields

Mr. Skolnik indicated that GHI residents could dispose of their yard waste in the past at Northway Fields and that they feel as though they are paying twice to dispose of their yard waste. Mr. Townsend explained that a permit is required to dump at this site. He also mentioned that the City produces a lot of recyclable yard waste and that they are having a hard time getting rid of the surplus. Mr. Townsend noted that a tub grinder was rented once this year to produce wood chips, and they are trying to come up with innovative ways to handle the waste. GHI has expressed interest in working with the City to develop new ways to dispose of tree waste. Mr. Roberts inquired about the contractor incurring the cost of the tree waste disposal. Mr. Ralph stated that GHI would have to investigate the cost. Ms. Davis mentioned that the residents can obtain mulch from Northway for personal use.

Mr. Hess stated that he would like to see someplace that can be cooperatively used. He also noted that Boxwood residents can dispose of yard waste at Northway.

It was noted that GHI currently has a location where residents can obtain wood chips. Mayor Jordan suggested that City staff work with GHI on cost-sharing techniques.

Playground Agreement with the City of Greenbelt reference Seven GHI-Owned Playgrounds

Mr. Townsend indicated that any accidents or incidents would be on file with the City and that currently there are none reported. He also noted that he will provide copies of the inspection summaries to GHI quarterly.

WSSC's Proposal to Replace Water Pipes for GHI's Masonry Homes

Mr. Skolnik mentioned that GHI decided to undergo negotiations with WSSC, which is in

progress. Mr. Hess expressed his appreciation of the City's assistance with GHI and WSSC. Mr. Roberts suggested that Mr. Skolnik notify WSSC of the water pressure issue and the status of the galvanized pipes that are currently in place.

Welcome Sign at Southway Road

Ms. Ard mentioned that the City will be hiring a Community Planner in the fall of 2018. Mr. Roberts mentioned that he is not in favor of replacing the original welcome sign. The City Planning Director will provide the plans for the project to GHI, as requested by Mr. Skolnik. Mayor Jordan indicated that the design has been approved and will be placed on the City's website.

Resolution of Right-of-way Encroachment Issues

In a statement, from Terri Hruby, Director of Planning, she indicated that this project continues to be on hold due to limited staff. Several months ago, Ms. Hruby shared with Mr. Ralph that Greenbelt Homes, Inc. can begin drafting an MOU outlining suggested policies for the City's consideration. It is anticipated that work will commence this fall, pending full staffing. It should be noted that staff has been addressing issues of encroachment and accessory building on an "as needed" basis, as agreed in previous discussions. Mr. Skolnik acknowledged the staff shortage in the City's Planning Department; however, GHI wants to keep this on the table.

Prince George's County's Zoning Re-Write Project

Mr. Brodd indicated that the Zoning Task Force has met with the Planning staff and discussed how to develop an NCOZ draft to present to the GHI Board of Directors and City Council for consideration.

Proposed Maglev Project

Mr. Byrd inquired if GHI board members had seen the letter from Governor Hogan's office. Mr. Ralph indicated that he has the letter and Mr. Skolnik stated he hadn't seen it. Mr. Roberts expressed his appreciation of GHI's position on supporting the "No Build" option for the proposed MAGLEV project.

Proposals Floated to Widen the Baltimore Washington Parkway

Mayor Jordan mentioned his meeting with the Mayors of Cheverly, Laurel, University Park, and other municipalities to discuss the proposed widening of the Baltimore Washington Parkway. Ms. Mach mentioned the Baltimore Washington Parkway 2012 Study and recommended the City send the link of the study to all the County legislators.

Notification of Road Maintenance Projects Undertaken in the GHI Community

GHI noted that they were unaware of Public Works work that was being performed late at night. They requested that the City provide notification of future projects.

Housing Improvement Program (HIP)

Mayor Jordan inquired about the status of the HIP Program. Mr. Ralph indicated that the program is doing well for the third year. He noted that the multi-year contract with the HIP is good through the end of 2020. Mr. Byrd asked if the County zoning rewrite project would have any negative impact on the HIP Program. Mr. Ralph indicated that if the current permitting structure is different, it may be problematic for the contractors to obtain permits to perform the work.

GHI Rentals, Re-sale trends

There was a discussion about the Greenbelt Development Corporation (GDC) apartments. Mr. Hess indicated that they were doing well. Ms. Davis inquired about the number of rentals and if they are being used as Air BNB. Mr. Ralph replied that GHI has 11 rentals, and Mr. Skolnik replied that they were not aware of any Air BNBs.

Informational Items

Council announced the scheduling of a closed session on Sunday, July 22, at 1:00 pm, in the Library of the Municipal Building. There was a vote in favor of scheduling the closed session 6-0-1. Mr. Putens abstained.

The meeting ended at 10:09 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, July 23, 2018.

Mayor Jordan started the meeting at 8:02 p.m. The meeting was held in the Council Room of the Municipal Building.

Present were Councilmembers Colin A. Byrd, Judith F. Davis, Leta M. Mach, Rodney M. Roberts, Edward V.J. Putens (left early) and Mayor Emmett V. Jordan. Silke I. Pope was unable to attend.

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

Also present were Ronald E. Brown, Partnership Specialist; Janice Wolf, News Review; and Bill Orleans.

2020 Complete Count Committee Briefing (CCC)

Mayor Jordan indicated that the City is looking forward to participating in the upcoming 2020 Census, in hopes that all the residents of the City are counted. He estimated that the population has increased to 25,000 with the new development at Greenbelt Station.

Mr. Brown presented a PowerPoint presentation about the importance of the 2020 Census. He noted that the Census is mandated by the US Constitution every ten years and that the Census impacts the redistricting at the federal, state and local levels. He also indicated that it impacts the annual distribution of over \$675 billion in federal funds to state and local government, and it doesn't change for ten years. Mr. Brown provided the Council with an example of the numbers from the last Census in 2010 which produced a population of 23,000 residents. Out of that number, 22% of the population was not counted, which is about 5,000 residents. At a loss of twenty dollars per person, an estimated total of \$100,000 the City would be missing annually. Over ten years, the overall estimated funding loss would have been \$1,000,000.

Mr. Brown noted that the goal of the Census is to count everyone once and in the right place. The objective is to conduct the 2020 Census with high quality in comparison to the 2010 design. He also noted that they're strongly promoting online submission of the Census with the new technology, but they are maximizing the outreach by offering the traditional option of mail.

Mr. Brown indicated that the Philadelphia regional area covers eight states and that they are hiring additional people to cover the metropolitan area. Mr. Brown noted that the City is on track with getting started with the 2020 Census; working with the Planning Department and other staff in the City is a great start.

Ms. Davis expressed concern about the mapping Mr. Brown provided to the City Council on the low response score. She noted that the Census tract shows that 25% to 40% were hard to count areas. Mr. Brown noted that the map is based on the number of addresses that are on file.

Mr. Roberts inquired if the brown area of the map included the 5,000 people that were missed. Mr. Brown indicated that the number was based on the total population City-wide.

Mr. Brown noted that they're trying to find ways to reach people and that the form will be in different languages. He also noted that all information collected by the Census Bureau under

the authority of the US Code is strictly confidential. He also noted that Census workers must pass a security check and uphold a pledge of confidentiality. The penalty for violating that confidentiality clause is a fine up to \$250,000 and up to 5 years in prison.

Mayor Jordan expressed concern about the pay rate between the different areas, with the District of Columbia pay rate higher than Maryland and Virginia. Mr. Brown indicated that he will refer a recruiting officer to him to discuss the breakdown.

Mr. Brown noted that the more informed residents are about the 2020 Census operations, the better their understanding of the Census process will be, increasing their willingness to be a part of the successful enumeration in 2020.

Mr. Byrd inquired about how the non-traditional method will be used. Mr. Brown stated that the Census Bureau will utilize past and present methods.

Ms. Davis inquired about the recruitment of the area offices and the process of putting together a committee for the City. She requested that Ms. Ard provide a plan for the City. Mayor Jordan suggested that the City work with the same approach as the State of Maryland.

Ms. Mach asked Mr. Brown to elaborate on the status of the American Community Survey. Mr. Brown noted that it is an ongoing survey, and there are no plans to discontinue it.

Mayor Jordan inquired about more information on how the decision is made for the redistricting. Mr. Brown stated that the Governor decides on the redistricting.

Information items

Informational items were discussed.

Adjournment 10:19 pm

Respectfully Submitted

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, July 30, 2018, for the City Manager Update.

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

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

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

Also present were Kathleen Gallagher, News Review; Claudia Jones, Ric Gordon, Bill Orleans, and others.

City Manager's Update

Ms. Ard provided the Council an update on the status of the displaced tenants from the fire at Franklin Park Apartments. They have been relocated to other apartments that may be smaller units. She also mentioned her appreciation to all the staff that assisted with the displaced tenants. Ms. Davis stated that Franklin Park Resident Services will be accepting donations on behalf of the displaced tenants.

Ms. Ard reviewed the Fiscal Year 2018 accomplishments that included the City earning the second-highest points for the Sustainable Maryland Certified recertification. She noted the reduction in the City's carbon footprint by 65% from 2005 to 2017 and the electric usage by 12% since 2012. Ms. Ard also noted that recycling is at a rate of 58%.

Ms. Ard noted that the electric charging stations were installed at the Municipal Building. She also noted the additional accomplishments like planting of 403 trees in parks and rights-of-way, completion of the Forest Preserve Study, finalization of the Tree Master Plan, and earning the Tree City USA award.

Ms. Ard outlined the infrastructure maintenance and investments for the 2019 fiscal year such as road resurfacing, sidewalk repairs, installation of raised crosswalks, revitalizing the Community Center playground, installation of solar panels at Springhill Lake Recreation Center, and repairing the roof and HVAC at the Greenbelt Aquatic & Fitness Center.

Ms. Ard noted transportation improvement opportunities with the WMATA Trail design, the bus stop safety and accessibility study, and the recommendation continuation of the bike share study.

Ms. Ard presented the Council with a PowerPoint presentation on the fiscal year 2018 accomplishments and the Fiscal Year 2019 Council goals.

Council reviewed the Management Goals and Objectives of the City Manager. Ms. Davis requested that the Council receive reports from the Park Rangers as they had in the past.

Ms. Ard indicated that the WMATA Trail is very high on the list. Ms. Davis noted that the shuttle for Greenbelt Station residents will end in December 2018.

Ms. Ard stated that the Dog Park project will be underway upon the arrival of the new

Community Planner. She also stated that she is working on the draft for the Economic Development Coordinator position description.

Ms. Ard indicated that in August the new Police Chief will be sworn-in. She also indicated that there will be new surveillance cameras installed within the City. Ms. Davis mentioned Mr. Putens's concern about cameras at Roosevelt Center and Greenbelt West. Ms. Pope inquired about implementing cameras at Lakecrest Drive. She noted that there had been vandalism and stolen items stolen from vehicles.

Informational Items

There were informational items discussed.

The meeting ended at 10:09 p.m.

Respectfully Submitted,

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, August 20, 2018, on the Urban Forest Tree Master Plan.

Mayor Jordan started the meeting at 7:33 p.m. The meeting was held in the Council Room of the Municipal Building.

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

Staff members present were David Moran, Acting City Manager; Brian Townsend, Assistant Public Works Director; and Bonita Anderson, City Clerk.

Also present were Shirley Vaughn, Davey Resource Group; Advisory Committee on Trees (ACT) members Charles Jackman, Ethel Dutky, and Bob Trumbule; Donna Hoffmeister, member of the Forest Preserve Advisory Board (FPAB) and Bill Orleans.

Mr. Townsend noted that the City signed the contract for the Urban Forest Tree Master Plan in 2016. He indicated that the need for the master plan is to provide a more structured assessment for the Greenbelt's tree canopy and to have a systematic maintenance plan.

Shirley Vaughn of the Davey Resource Group presented to Council the draft master plan. She also noted that Greenbelt's tree canopy is measured at 62%, which was very high. Having so many trees saves the City \$1.3 million annually. She indicated that because of the trees, Greenbelt has less stormwater runoff, less air pollution, and more carbon sequestration than other cities. Ms. Vaughn also indicated that Greenbelt also has fewer problems with allergies, lower energy costs, increased property values and less stress overall according to the draft Urban Forest Tree Master Plan.

Ms. Vaughn provided the status of the tree inventory, which consisted of approximately 2,700 trees. The City estimates that number to represent about half of the trees on the streets. This data was collected by volunteers in 2013. The data collected by the volunteers included species, condition, and diameter. She also noted that the partial street tree inventory was estimated at 5,000. Ms. Vaughn stated that from the inventory there was a consensus that 65% of the trees were in good condition.

Mr. Putens inquired about the number of trees that were planted annually by the City. Mr. Townsend replied that on average 150 trees were planted. Mayor Jordan asked Mr. Townsend, how many trees have died this year. Mr. Townsend indicated that it varied with the weather. Mr. Putens also indicated that in his neighborhood there was a large amount of tree removal due to development. Mayor Jordan asked about the status of obtaining trees from Pepco. Mr. Townsend indicated that during the period of 2016 to 2017, there were approximately 400 trees from Pepco planted by the City.

Ms. Vaughn reviewed the guiding documents used, which were the 2001 Greenbelt Metro Area Plan, the Sustainability Plan Framework for the City, Public Works Strategic Plans and the City Code's Tree Ordinance. She mentioned that the City's accomplishments have positioned the City with a positive and strong tree canopy cover.

Ms. Vaughn indicated the areas of threat were the lack of complete inventory data; tree and utility conflicts; pests and invasive species; limited resources; and future development.

Mayor Jordan commented on the level of inadequate funding. Ms. Vaughn indicated if the City wanted to perform more proactive work, to purchase additional equipment and provide qualified staff, the funding was probably inadequate. Ms. Pope inquired if the staff needed to be trained to perform this type of work or would we need to hire a specialist. Mr. Townsend indicated that the Plan recommended hiring a part-time or full-time Arborist, who will be dedicated to performing the assessments, data entry and overseeing the trees.

Ms. Vaughn recommended planting fewer red maples on public property until that species is reduced to 10 % of the tree population. She also recommended removing at least 20 pear trees each year. The City needed to get rid of this undesirable invasive tree within the next 10 years. The City has about 700 mature, large-diameter trees on public property. Having many older trees of the same age means that they could all decline at the same time, for example as the result of a severe storm.

Mr. Roberts pointed to the areas of Greenbelt totally devoid of trees such as shopping centers and apartment complexes. Mayor Jordan mentioned all the trees lost at the new Greenbelt Station development. The Council urged the completion of the tree inventory.

Ms. Vaughn recommended next steps that serve as practical solutions to achieve the City's vision for a healthy urban forest. The steps were systemic and considered the context of the conditions and threats affecting the City.

She also recommended modifying the tree ordinance, Chapter 12, Article VII of the City Code. According to Ms. Vaughn, even though Greenbelt's forest preserves provide a large portion of its tree canopy, they are not protected in perpetuity as they should be. A large percentage of the tree canopy is located on private property. Ms. Vaughn suggested informing the public about the benefits of a good tree canopy, about the temperature reduction in the City and the cost savings from lower energy use. City residents should be encouraged to plant species other than maple or oak to encourage greater biodiversity. The City also needed to disseminate information about proper mulching and pruning.

Mayor Jordan recognized that the presentation of the study was very thorough in the areas that need to be addressed with the tree canopy.

Mr. Jackman mentioned that their goal was to expand on the legacy of maintaining 62% or higher for the City's tree canopy. The committee reviewed the plan and provided modifications.

Ms. Dutky requested that the City implement a tree inventory and was proud of the status of the preservation of the tree canopy cover.

The Council expressed their gratitude to the committee and staff for their input and implementation of the study and the cost savings.

Mayor Jordan inquired about the City's Street Urban Infrastructure grade average, Ms. Vaughn suggested that the City collect data and conflicts to produce the grade; however, she was unable to answer the question. The inventory data was shared with the Planning Department (GIS)

program. There are various software (tools) programs to maintain inventory. Mr. Townsend suggested a more robust program. The next steps will be for the Council to review the report/study and provide their recommendations to staff. Once done, the Council will need to accept the study and move forward with the recommendations within the study with the guidance of a trained Arborist.

Mr. Roberts suggested that staff complete the tree inventory as the first step.

Adjournment 9:31 pm

Respectfully Submitted

*Bonita Anderson
City Clerk*

DRAFT

WORK SESSION OF THE GREENBELT CITY COUNCIL Monday, October 1, 2018, with School Board Representative.

Mayor Jordan started the meeting at 7:30 p.m. It was held in the Council Room of the Municipal Building.

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

Staff members present were City Manager Nicole Ard, Co-Directors of Recreation Greg Varda and Joe McNeal and City Clerk Bonita Anderson.

Also present were Prince George's County School Board Member Lupi Grady, Chief Operating Officer Dr. W. Wesley Watts, Jr., and Nora Eckhart, Greenbelt News Review.

Ms. Grady provided an update of the Prince George's County Board of Education, which included the progress of the new interim CEO Dr. Monica Goldson. She also provided an update of the progress of bus transportation and the implementation of the new "Here Comes the Bus" app. Ms. Grady also noted the current shortage of bus drivers in the County. Mayor Jordan inquired about the number of schools in her district. She indicated that there were twenty schools in her district.

Ms. Mach inquired about federal funding. Ms. Grady stated that the Board of Education had applied for funding and was awaited a response.

Mr. Byrd inquired about the status of the Head Start program at Springhill Lake Elementary. Dr. Watts stated that the program was awarded to three companies in the Northern, Southern and Central areas of the County. He also will provide information on the schools that will be awarded funding for the program.

Ms. Davis expressed her gratitude for the extensive background check done with the bus drivers. Dr. Watts indicated that there were 150 vacancies for bus drivers and that they held two job fairs monthly.

Mr. Roberts inquired about the Greenbelt bus lot and recommend transitioning it to a recreation facility. Dr. Watts stated that the Greenbelt lot provides coverage for the maintenance of the buses. The County Council provided a significant amount of funds for improvement to the bus lots. Mayor Jordan inquired about the timeline for the proposed changes to the bus lot. Dr. Watts will notify the Council once he obtains additional information. In response to a question from Council, Dr. Watts stated that Prince George's County Public Schools had been unable to find available land that would support the needs required for the relocation of the Greenbelt Road bus lot.

Mr. Putens inquired about the number of buses that need routine maintenance. Dr. Watts indicated that there are about 1100 buses on the road daily. The fleet is maintained for 15 years. Mr. Roberts inquired about seat belts on the buses. Dr. Watts replied that there are no seat belts on the buses.

Dr. Watts provided additional information about the Capital Operating projects that have been

completed and/or will be done soon. He stated that new water coolers are being installed at Eleanor Roosevelt High School which will be completed by January 2018.

Ms. Davis inquired about the status of school resource officers. Dr. Watts noted that next year's budget will provide funding for school resource officers. It is currently a challenge to have a school resource officer in all schools.

Mr. McNeal indicated that the City is reviewing the Recreation Master Plan and that the City is looking into the field at the Dora Kennedy French Immersion School. The City is interested in the cost of maintenance for the field and that the City would like to begin these discussions again. Dr. Watts has the memorandum of understanding for partnership in maintaining the ball fields.

Ms. Pope reported that Springhill Lake Elementary School has plumbing issues throughout the building. She stated that the building is in poor condition with structural damage, and heating and air conditioning problems in many classrooms. Ms. Pope indicated that the Springhill Lake Elementary School functions well but is very overcrowded.

Mayor Jordan inquired about the status of Turning Point Academy's extension. Dr. Watts noted that there were certain mandates required for the extension. The teachers and Board members will be meeting to discuss the agreement which will end in June 2019. The School Board doesn't handle the lease for Turning Point Academy.

Mayor Jordan also inquired about the Board's perspective on the drilling that would be done underneath Eleanor Roosevelt High School for the proposed MAGLEV project. Ms. Grady indicated that she is opposed to the proposed project and hopes that her colleagues are as well.

Ms. Mach stated that it would be a bad idea to tunnel underneath the school when they have had issues with the building settling after it was built.

Mr. Byrd inquired about the water in the school system. Dr. Watts provided an update of the status of the drinking sources within the school system. Schools that have drinking water issues have been identified. They will continue to test the drinking water every three years.

Mayor Jordan inquired about the products distributed in the cafeteria and if the food is prepared in-house or provided by an outside vendor. Ms. Grady stated that the food is supplied by an outside vendor. Ms. Pope expressed her concerns about food waste during lunch. She recommends having students take food to a designated area for distribution to a facility that needs food.

Mayor Jordan inquired about the status of overcrowding of schools. Dr. Watts stated that the northern schools are overcrowded and that there is a big push to build new facilities. He also mentioned the public-private partnership (P3). They are seeking a vendor to build 5 to 10 schools over the next five years and that the County would make payments over a 20 to 30-year period.

Dr. Watts stated that there is a \$2B back log in funding and that there is \$166M in the capital budget this fiscal year. Mr. Roberts suggested that the school system use vacant office space. Dr. Watts mentioned that they are looking into office space for night school and alternative

building options. The state pays 70% of a building and the county pays 30%.

Ms. Davis suggested that during the P3 process that the board could consider input from the students. They have good ideas.

Ms. Mach inquired about Greenbelt children attending Greenbelt schools; she also explained the services that the City offers to Greenbelt schools; even to schools outside of Greenbelt.

Ms. Davis has concerns about the Greenbelt students attending schools outside of Greenbelt. Students who live in Lanham attending Eleanor Roosevelt High School should be attending DuVal High School. It was noted that a boundary change will take place in February 2019.

Mr. Byrd has concerns about the testing with the Science and Technology Program.

Ms. Mach stated that several years ago, Prince George's County Council had agreed that all Greenbelt students would always attend Greenbelt schools. She said the School Boundary Office was not aware of this agreement and had made a mistake when establishing school boundaries for Greenbelt Station. She stated that the mistake needs to be corrected.

Dr. Watts stated that the Science and Technology Program at Eleanor Roosevelt High School accommodates 1/3 of the County students and only a certain percentage of these students are residents of Greenbelt. He said one option that may be considered in the future is moving the Science and Technology Program out of Eleanor Roosevelt High School to DuVal High School to open up space for city students. Dr. Watts added that PGCPs is proposing to build a new High Point High School in the northern part of the County and the school boundaries will be modified.

Council expressed their opposition to moving the Science and Technology Program out of Eleanor Roosevelt High School.

Ms. Davis mentioned a large number of students attending Eleanor Roosevelt High School use an address in the City to attend the school but live in Washington D.C. and other areas outside the City. She added that a large number of students from Lanham are currently enrolled at Eleanor Roosevelt High School and they could be reassigned to Duval High School which has a below capacity enrollment. Mr. Putens inquired about the dates for the boundary change. Dr. Watts stated that they're working on that now for the northern, central and southern parts of the County.

Informational items were discussed.

The meeting ended at 10:10 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, November 5, 2018, to discuss the WMATA Access Trail.

Mayor Jordan started the meeting at 8:02 p.m. The meeting was held in the Council Room of the Municipal Building.

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

Staff members present were Nicole Ard, City Manager; Todd Pounds, City Solicitor; City Planners Molly Porter and Judith Howerton; and Bonita Anderson, City Clerk.

Also present were Washington Metropolitan Area Transit Authority Representative Rosalind Doggett; Woodlawn Development Group representatives Michael German, Nooshin M. Amirpour, Greg Boghat; and several Greenbelt Station residents.

WMATA Trail

Ms. Amirpour noted that the stormwater concept plan had been formally accepted in October 2018 and that they are awaiting comments from the County, which is expected to approve it in January or February 2019. She also noted that the timeline prepared by the engineer Dewberry Associates was extended through August 2020 and was included in Council's packet. Ms. Davis noted that this timeline was related only to obtaining permits from various agencies and that it does not include construction.

Ms. Amirpour indicated that they have had a series of meetings with the various agencies involved with the planning and review process of the proposed trail, including the engineers, WMATA, Metro Transit Police, and Greenbelt Police Department. She also indicated that the meetings were to obtain an understanding of the jurisdictional requirements in terms of emergency response and the type of emergency vehicles that will have access to the proposed trail. Ms. Amirpour noted that the proposed trail design would need to be wide enough to enable its use by maintenance and security vehicles and built strong enough for vehicle support with the ability for a vehicle to turn-around.

There was a discussion about safety measures and the need for lighting and security monitoring on the proposed trail. As a part of the safety measures, a traffic signal would be needed for pedestrian crossing. WMATA expects the trail builders to bring power from the South Core to the traffic signal and other lights and not from the Metro Station, which will require extensive installation work by Pepco.

Ms. Doggett spoke about the engineering process requirements which could not be performed until the completion of a departure from site plan review and the necessity to coordinate with Pepco.

She indicated that the requirements were set forth by WMATA and noted that power needed to be supplied along the trail as well as for lighting and security. Ms. Doggett indicated that she had not been contacted by Pepco. Mr. Pounds noted that there had been communication with Pepco

and there were preliminary discussions about the easements with the City. He suggested following up with Ms. Hruby.

Mr. Roberts inquired about the funding that the City has for the project. Ms. Ard noted that the City has a shortage of funding for this project.

Mr. Roberts also inquired about the timeframe for the project. Ms. Amirpour stated that it would take approximately a year to finalize this project. There was a discussion of the project cost estimate totaling \$1,925,000. Woodlawn Development has made a \$517,000 commitment to fund the building of this temporary trail based on an agreement reached at the time of development approval with the City. The City Council has budgeted \$500,000 for the trail. The budget items are \$240,000 for a boardwalk and bridge, \$110,000 for a traffic signal and other safety features on Metro property, \$216,000 for electrical service, \$180,000 for lighting, \$337,000 for engineering services, and \$83,000 for WMATA fees.

Ms. Davis suggested that the City send a letter to the WMATA board and contact the City's Pepco representative to see what could be done to lower costs for the trail.

Mayor Jordan announced that the residents of Greenbelt Station expected to be able to walk or bike directly to the station. Several residents expressed gratitude for the update and others expressed disappointment about the delay of the proposed trail.

Ms. Davis inquired about the timeframe for the shuttle. It was noted that it has been extended until December 2019.

Several informational items were discussed.

The meeting ended at 9:31 p.m.

Respectfully Submitted,

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, November 14, 2018, to discuss the Beltway Plaza Redevelopment.

Mayor Jordan started the meeting at 8:03 p.m. The meeting was held in the Community Center, Room 201.

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

STAFF PRESENT WERE: City Manager Nicole Ard; Planning Director Terri Hruby, City Planners Molly Porter and Judith Howerton; and Bonita Anderson, City Clerk.

ALSO PRESENT: Kap Kapastin, Quantum Management; Alex Villegas, Rodgers Consultant; Matthew Tedesco, Esquire; Matthew Leakan of Rodgers Consulting, Inc.; Greenbelt News Review Kathleen Gallagher; members of the following advisory boards and committees: Advisory Planning Board, Park and Recreation Advisory Board, Greenbelt Advisory Committee on Environmental Sustainability; and Bill Orleans and others.

Beltway Plaza Redevelopment

Mayor Jordan provided an overview of the Beltway Plaza redevelopment project. He noted that the City had been engaged with Quantum Companies since 2005. In 2006, a conceptual site plan was submitted to the Maryland National Capital Park and Planning Commission (MNCPPC).

Mr. Tedesco provided an overview of the redevelopment project and that they're seeking feedback from City officials and the boards and committees on the Conceptual Site Plan (CSP). He noted that one change over the last 12 years had been the adoption in 2013 of the Greenbelt Metro Area and MD 193 Corridor Sector Plan, so they are now trying to work within that framework. The CSP is not required by law but is required by the Sector Plan. Mr. Tedesco indicated that they expect that within a couple of months M-NCPPC will forward the CSP to the City, at which time the developers will meet again with the City Council.

Ms. Porter noted in a memorandum that the 2006 CSP included 700 multifamily dwelling units at the rear of the site and 22,000 square feet of commercial space. The current proposal is mixed-use, multiphase development that includes approximately 175-250 townhouses, 875-2250 multifamily units, and 435,000- 700,000 square feet of commercial space. In addition to the redevelopment of the mall included in the draft CSP, Quantum Management also has a Master Development Plan that includes property they own on the west side of Cherrywood Lane to build townhouses.

Mr. Kapastin noted that Beltway Plaza was currently 95% leased and that the rear parking lot is being utilized by a driving school for driver education lessons.

Mr. Leakan noted that the developers propose to build a multifamily building with retail on the ground floor.

Mayor Jordan requested staff input on the redevelopment project. Ms. Porter indicated that staff had concerns about the lack of open space, the shopping center frontage design, pad sites and the impact on the neighboring schools.

The advisory boards and committee members provided their comments and concerns on the redevelopment project to the developers which included the impact on school and transportation capacity and the lack of large green spaces and parkland for community recreation. There is a need to review the entire project, including the west side of Cherrywood, to consider reserving that area as greenspace and not to remove woodland trees for construction but to redevelop existing disturbed property. There are too many townhouses proposed; more diverse housing types, including senior and affordable housing, are needed. Additional attention is needed on the Greenbelt Road frontage and consideration of increasing greenspace. Cherrywood Lane and Green Street Projects need to be incorporated into the plan. Other amenities and suggestions included a shuttle to the Metro station, dog parks, architectural features and art for the blank sides of buildings, options for sustainable upgrades to residences, underpasses and overpasses and various art activities, including a black box theater.

Mr. Tedesco noted that there are some large gathering spaces provided, which was not completely clear from the map. Mr. Tedesco also stated that a traffic study is currently underway for the proposed project.

Mayor Jordan asked about the proportion of residential housing that is expected to be sold instead of rented. The developer was unable to provide an estimate.

Mr. Roberts suggested that the City Council not support the additional residential for this proposed project. He expressed his disappointment with the advisory boards and committees for not addressing the impact of the additional residential units.

Ms. Mach inquired about the current parking structure location. It was noted by the developers that the parking structure will remain with some cosmetic revitalization. Ms. Mach and Mr. Putens noted that they were not in favor of the parking structure plan.

Ms. Davis suggested more rentals for the younger generation and is in favor of the owner-occupied units. She also suggested additional open space where the scrap yard is located with public art along with a splash park.

Ms. Pope noted that the redevelopment proposed plan is much better than the previous one.

Mr. Byrd inquired about the phasing and timeline of the proposed redevelopment project. The developer couldn't provide a timeline on the proposed project.

Ms. Ard noted that the City planned to schedule a Beltway Plaza mixed-used development tour to Pike and Rose in North Bethesda, Maryland, for those who want to attend and that the City will provide transportation.

Ms. Mach left the meeting at 10:03 pm

Council discussed informational items.

The meeting ended at 10:16 pm.

Respectfully submitted,

*Bonita Anderson
City Clerk*

DRAFT

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held Monday, March 25, 2019.

Mayor Jordan called the meeting to order at 8:01 p.m.

ROLL CALL was answered by Councilmembers Colin A. Byrd, Judith F. Davis, Leta M. Mach, Silke I. Pope, Rodney M. Roberts, and Mayor Emmett V. Jordan. Councilmember Edward V. J. Putens arrived at 8:45 pm.

ALSO PRESENT were City Manager Nicole Ard, Assistant City Manager David E. Moran, City Solicitor Todd Pounds, Planning Director Terri Hruby, City Planner Molly Porter, Public Works Director Jim Sterling, and City Clerk Bonita Anderson.

Mayor Jordan asked for a moment of silence in memory of Greenbelt residents Betsy Lynne Webster, Springhill Lake Elementary Teacher Phyllis Klopach, and the Victims of the New Zealand mass shooting.

Mr. Byrd then led the pledge of allegiance to the flag.

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

Council thereby took the following actions:

Committee Reports:

Advisory Planning Board (APB) Report (Establishment of Pedestrian and Bicycle Subcommittee): Council accepted this report.

Community Center – Greenbelt Arts Center Lease (Costume Shoppe): Council approved the lease agreement.

Reappointments to Advisory Groups: Council reappointed Michael Hartman to a new term on the Greenbelt Advisory Committee on Environmental Sustainability.

APPROVAL OF AGENDA: Ms. Davis requested the addition of Lastner Lane – WSSC Tree Removal, the modification to item #14 to state State/County Legislation, and renumber item #21 Greenbelt Residents Attend Greenbelt Schools to item #19 to the agenda. Mr. Byrd requested item #21 be renumbered to item #13. With these changes, it was moved by Mr. Byrd and seconded by Mayor Jordan that the agenda be approved. The motion passed 6-0.

PRESENTATIONS:

National Colorectal Cancer Awareness Month Proclamation: Mayor Jordan read the Proclamation declaring March as National Colorectal Awareness Month. Ms. Mini'imah Wilson, a Program Coordinator with Doctors Community Hospital, received the

proclamation and provided information on screenings and community events.

ACE Educators Awards Ceremony: Janet Mirsky, Advisory Committee on Education (ACE), described the awards program. She introduced the County officials and ACE Members who were present.

Melinda Brady, Chair, Advisory Committee on Education (ACE) introduced and described 2019 ACE Educator Award recipients from the seven Greenbelt schools.

City Council, County Council Chair Todd Turner, and Board of Education Representative Joshua Thomas presented each recipient with a certificate.

The 2019 award recipients were:

Jasmine Giddings – Springhill Lake Elementary
Lauren Dustin – Magnolia Elementary
Nina Honore – Turning Point Academy
Ayla Slonaker – Greenbelt Elementary
Jennifer Acree – Dora Kennedy French Immersion
Manuela Pagunsan – Greenbelt Middle School
Patrick Gleason – Eleanor Roosevelt High School

NASA Goddard Space Flight Center Master Plan: NASA representatives, Nancy Abell, Associate Director; Ray Rubilotta, Operations Director; and Phillina Tookes, Government and Community Relations Manager, presented to Council the NASA Goddard Space Flight Center Master Plan.

Arbor Day Proclamation: In keeping with its designation as a “Tree City USA,” Mayor Jordan issued a proclamation in recognition of Arbor Day. Brian Townsend, the City’s Arborist, and Charles Jackman, Chair of the Advisory Committee on Trees, received the proclamation and provided an overview of this year’s Arbor Day plans.

Proposed FY 2020 City Budget: Ms. Ard presented her proposed FY 2020 budget for the City. In her overview, she reported on the goals provided by the Council to include a work plan with a timeframe to be accomplished within a year. Ms. Ard’s proposed budget of \$31.2 million included a recommended \$0.015 increase to the real property tax and no changes to the personal property tax rate or fees. This revenue enhancement will help maintain services, address capital projects, and provide infrastructure maintenance.

The expenditures were estimated at 4% higher over FY 2019. Most of the expenditures were personnel-related with an estimated 10% health insurance cost increase along with needed vehicle replacements.

The Mayor and other Councilmembers thanked her and the staff for all the work that went into the preparation of the budget. They requested a copy of the presentation.

PETITIONS AND REQUESTS: None

MINUTES OF COUNCIL MEETINGS: None

ADMINISTRATIVE REPORTS: Ms. Ard noted that the Baltimore Washington Rapid Rail (BWRR) requested a work session with Council. The City Council decided to meet with BWRR to discussed the proposed MAGLEV project.

LEGISLATION:

A Resolution to Authorize the Purchase and Installation of HVAC Equipment at the Greenbelt Theater from Densel Company for \$366,098. Mayor Jordan read the agenda comments.

Ms. Davis introduced the resolution for second reading and adoption. Ms. Pope seconded.

ROLL CALL:	Ms. Davis	-	Yes
	Mr. Byrd	-	Yes
	Ms. Mach	-	Yes
	Ms. Pope	-	Yes
	Mr. Putens	-	Yes
	Mr. Roberts	-	No
	Mayor Jordan	-	Yes

The resolution was declared adopted (Resolution No. 2073, Book 8).

WSSC – Lastner Lane Tree Removal: Mr. Sterling provided Council with an update on this matter.

New Zealand Mosque Mass Shooting Letter: It was moved by Mayor Jordan that City staff send a letter to the surrounding area faith-based organizations, notifying that the City is willing to provide emergency resources if needed in the future due to the recent mass shooting at the New Zealand Mosque, and seconded by Ms. Mach. The motion passed 6-0.

Veteran Affairs Outpatient Clinic Follow-up: It was moved by Mayor Jordan that the City staff send a letter requesting an update from the clinic and reinstatement to the Greenbelt area. Ms. Mach seconded. The motion passed 6-0.

State/County Legislation: HB 716 – Protection of Information – Maryland Data Privacy Act
Mr. Moran noted that the staff will monitor this bill.

Greenbelt Residents Attend Greenbelt Schools: Mr. Byrd read a portion of a written commitment from the County. Ms. Davis noted that it was a one-year commitment. Mr. Pounds will research the matter and provide the Council with an opinion letter.

COUNCIL ACTIVITIES: Councilmembers reported on their attendance at the following

activities and events:

Building a Healthier Greenbelt Through the Arts, FOGM Lecture – Mayor Jordan, Ms. Davis, and Ms. Mach

MML Legislative Committee Conference Call – Ms. Davis

Chesapeake Bay Policy Committee Meeting, COG – Ms. Davis

PGCMA Legislative Committee Conference Call – Ms. Davis and Mr. Byrd

Roosevelt Center Merchants Association Meeting – Ms. Davis

Advisory Planning Board Meeting – Ms. Davis

34th Annual Prince George's County Women's History Month Luncheon, Martin's

Crosswinds – Ms. Davis

Cookies at the Bridge – Ms. Davis

GIVES Meeting – Ms. Davis

64th Annual Banquet and Awards Ceremony, GVFD and Rescue Squad and Ladies Auxiliary
– Mayor Jordan, Ms. Davis, Ms. Pope, Mr. Putens and Ms. Mach

COUNCIL REPORTS: None

MEETINGS: Council reviewed the meeting schedule.

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

Mayor Jordan adjourned the regular meeting of Monday, March 25, 2019, at 12:09 a.m.

Respectfully submitted,

Bonita Anderson
City Clerk

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

Emmett V. Jordan
Mayor

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held Monday, April 8, 2019.

Mayor Jordan called the meeting to order at 8:00 p.m.

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

ALSO PRESENT were Nicole Ard, City Manager; Todd Pounds, City Solicitor; David E. Moran, Assistant City Manager; Rick Bowers, Police Chief; Seung Lee, Acting Captain; Terri Hruby, Planning Director; Jason Martin, Environmental Coordinator; and Bonita Anderson, City Clerk.

Mayor Jordan asked for a moment of silence in memory of residents Betty Orbison Bailey, George Carmichael Daffan III, Judy Lynn Lawson, former residents Bessie Lynn Webster, Virginia Nagel, Sally Barcus, and Carol Holbrook Price and Maryland Speaker of the House Michael Busch. Ms. Mach then led the pledge of allegiance to the flag.

APPROVAL OF CONSENT AGENDA: Mayor Jordan moved that the consent agenda be approved with the addition of “Letter to Religious Organizations”. Ms. Davis seconded. The motion passed 7-0.

Council thereby took the following actions:

Committee Reports:

Advisory Committee on Trees (ACT) Report #2019-1 (Windsor Green Community Center Pre-Application DSP-081010-02): Council accepted this report.

Reappointment to Advisory Boards/Committees: Council appointed the following individuals to new terms on City Advisory Boards and Committees:

Betty Sonneveldt	Park and Planning Advisory Board
Ronald Bjorkland	Greenbelt Advisory Committee on Environmental Sustainability
Ethel Dutky	Advisory Committee on Trees
Brandon Ricardo Gordon	Park and Planning Advisory Board

Letter to Religious Organizations: Council approved this letter offering support.

APPROVAL OF AGENDA: It was moved by Ms. Pope and seconded by Ms. Davis that the agenda be approved. This motion passed 7-0.

PRESENTATIONS:

Eleanor Roosevelt High School – Raiders Basketball Team: Council recognized the Eleanor Roosevelt High School Raiders Basketball Team who recently won the State Championship. Coaches and members of the team were in attendance, along with Principal McNeil.

Earth Day Proclamation: Mayor Jordan read a Proclamation to recognize May 11th as Earth Day. Jason Martin received the proclamation and discussed the upcoming Earth Day plans and activities.

National Public Safety Telecommunicators Week Proclamation: Mayor Jordan read a Proclamation recognizing the Greenbelt Police Telecommunicators. Alicia Williams, Maria Auchter, and Madison Mitchell were present to accept the proclamation. Chief Bowers provided an overview of the function of the telecommunicators.

Oath of Office – New Greenbelt Police Officer: Chief Bowers introduced Officer Leon Scales, Greenbelt's newest Police Officer. Mayor Jordan administered the oath of office to Officer Scales.

Anacostia Trails Heritage Area Update: Aaron Marcavitch, Executive Director of the Anacostia Trails Heritage Area (ATHA), provided an update on the organization.

Route 1 Velo (R1V): Chris Jones, Vice President of Route 1 Velo, presented the upcoming weekly Greenbelt Training Race series at Greenbelt Park and other initiatives.

PETITIONS AND REQUESTS:

Fred Gasper, a Greenbelt resident, requested that the City Council review and update Article III Public Parks, Playgrounds, Etc., of the City Code. Mr. Gasper provided Council with an overview of his recent experience at Buddy Attick Park. He noted that the signage at the park needs to be updated and multilingual.

ADMINISTRATIVE REPORTS:

Ms. Ard updated Council on the status of the interviews for the Animal Control Supervisor position.

LEGISLATION:

A Resolution to Authorize the Negotiated Purchase of Police Service Weapons

Mayor Jordan read the agenda comments.

Ms. Mach introduced the resolution for the first reading.

OTHER BUSINESS:

Community Advocates for Family & Youth (CAFY) Victim Witness Assistance Program: Mayor Jordan read the agenda comments. Acting Captain Seung Lee provided background on the program. Ms. Davis moved that Council approve City participation in the program. Mr. Putens seconded. The motion passed 7-0.

Maryland Criminal Intelligence Network (MCIN) Site: Mayor Jordan read the agenda comments. Chief Bowers and Acting Captain Lee provided a brief description of the network site. There was a discussion about the MOU and cross-jurisdictional sharing of intelligence. Ms. Davis moved that Council approve the participation in the Maryland Criminal Intelligence Network Site. Ms. Pope seconded. The motion passed 7-0.

Greenbelt 20 Minute Cleanup Initiative: Mayor Jordan read the agenda comments. Mr. Byrd noted that during his recent participation in the RUAK walk there was an abundance of litter and debris. Mr. Byrd moved to encourage residents to conduct a twenty-minute clean up in April. Mayor Jordan seconded. The motion passed 7-0.

WMATA Trail Update: Mayor Jordan read the agenda comments. Terri Hruby provided a summary of the first phase of the project and that stormwater management is mostly completed. She also provided a timeframe for the project.

Mr. Putens left at 10:21 pm.

Greenbelt Metro Station Discussion: There was a discussion about having a work session with WMATA regarding the infrastructure issues at the Greenbelt Metro Station.

Letter to Congressional Delegation on Deferred Enforced Departure Immigration Issue: Mr. Byrd moved that Council send a letter to the Congressional delegation in support of granting permanent status to Liberians living in the U.S. since 2002. Mr. Roberts seconded. There was a discussion. Ms. Davis moved that the letter be placed on the consent agenda of the next meeting. Ms. Mach seconded. The motion passed 5-1. (Ms. Pope)

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

Central Maryland Transportation and Mobility Commission Meeting – Ms. Davis
Maryland Municipal League Legislative Committee Conference Call – Ms. Davis
Retirement Lunch, Corporal Dominic Keys – Ms. Davis
Arbor Day – Mayor Jordan, Ms. Davis, Mr. Byrd, Ms. Mach, Ms. Pope, and Mr. Putens
Memorial Service for Elaine D. Jones – Mayor Jordan, Ms. Davis, Mr. Byrd, Ms. Mach, and Mr. Roberts
Help Unite Greenbelt (HUG) Walk – Mayor Jordan, Ms. Davis, Mr. Byrd, Ms. Pope, Ms. Mach, and Mr. Putens
Opening Reception, Amanda Larsen Exhibit, Maryland Milestones Heritage Center (ATHA), Hyattsville – Ms. Davis
PGCMA Wine and Cheese Reception for County Council Members, Seat Pleasant – Mayor Jordan and Ms. Davis

MEETINGS:

Executive Session: Ms. Davis moved to schedule an Executive Session on Monday, April 15, 2019, in the Library of the Municipal Building at 7:00 p.m. This session will be held in accordance with the General Provisions Article Section 3-305(b)(7) of the Annotated Code of the Public General Laws of Maryland to consult with counsel to obtain legal advice on a legal matter. The purpose of this meeting will be to consult with legal counsel regarding Prince George's County School Board.

Mr. Byrd seconded.

ROLL CALL: Ms. Davis	-	Yes
Mr. Byrd	-	Yes
Ms. Mach	-	Yes
Ms. Pope	-	Yes
Mr. Putens	-	Absent
Mr. Roberts	-	Yes
Mayor Jordan	-	Yes

ADJOURNMENT: Ms. Mach moved to adjourn the meeting. Ms. Pope seconded. The motion passed 6-0. Mayor Jordan adjourned the regular meeting of Monday, April 8, 2019, at 11:07 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the regular meeting of the City Council of Greenbelt, Maryland, held April 8th, 2019."

Emmett V. Jordan
Mayor

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held Monday, August 12, 2019.

Mayor Jordan called the meeting to order at 8:00 p.m.

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

ALSO PRESENT were Assistant City Manager David E. Moran, City Solicitor Todd Pounds, Police Chief Rick Bowers, and City Clerk Bonita Anderson.

Mayor Jordan asked for a moment of silence in memory of residents who passed since the last meeting. Mr. Putens then led the pledge of allegiance to the flag.

CONSENT AGENDA: It was moved by Mr. Byrd and seconded by Mr. Putens to amend the consent agenda by removing item #24 "Reclassification" until the next regular meeting. The motion passed 6-0.

Council thereby took the following actions:

Committee Reports:

Advisory Planning Board Report #2019-07 (Concern Regarding Bicycle/Pedestrian Gate on Research Road): Council accepted the report.

Advisory Committee on Trees Report #2019-2 (Eleanor Roosevelt Memorial Tree): Council accepted the report.

Appointment to Advisory Group: Council appointed Mr. Manico and Ms. Hernandez to the Greenbelt Advisory Committee on Environmental Sustainability and Ms. Gaebe to the Board of Elections.

Resignations from Advisory Groups: Council accepted the resignations of Ms. Harris from the Employee Relations Board and Mr. Murray from the Forest Preserve Advisory Board.

APPROVAL OF AGENDA: Ms. Davis requested the addition of #27 "Status of NAACP letter" to the agenda. It was moved by Mr. Putens and seconded by Ms. Davis to approve the agenda as amended. The motion passed 6-0.

PRESENTATIONS:

Ceremonial Check to Council for the "Kids 2 Camp": Camp Pine Tree held their annual bake sale on August 1. The proceeds raised are donated to the "Kid 2 Camp" fund which provides financial assistance. Youth and Camp staff will present a ceremonial check to Council.

Oath of Office - New Greenbelt Police Officer: Chief Rick Bowers introduced Greenbelt's newest police officers, Officer Arran Leathery and Officer Abbey Kipke. The oath was administered by Mayor Jordan.

Healthy Eating Active Living (HEAL) Platinum Certification: The City received the HEAL Platinum Certification at the 2019 Maryland Municipal League (MML) conference. Sydney Daigle provided background on the HEAL program. Recreation Coordinator Alison Longworth and Ms. Daigle presented Council with the HEAL Platinum Certification award.

Zero Waste Proclamation: Mayor Jordan read the proclamation declaring the week of September 2 to 6, 2019, as Zero Waste Week. The proclamation was presented to Jason Martin, Horticultural Supervisor. Mr. Martin provided an update on the upcoming events.

Greenbelt Board of Elections Presentation: Patricia Evans, Chair, provided Council an update on the newly revised Campaign Financial Reports.

PETITIONS AND REQUESTS:

Molly Lester addressed her concern about the reclassification process six weeks into the fiscal year budget. Ms. Davis read an email from Ms. Canter on the Firefly Sanctuary. Bill Orleans addressed his concern about Council work session meeting procedures.

MINUTES OF COUNCIL MEETINGS:

Statement for the Record - Closed Session, July 15, 2019: Ms. Davis moved that in accordance with the General Provisions Article, Section 3-305(b)(1) of the *Annotated Code of Public General Laws of Maryland*, the minutes of tonight's meeting reflect that Council met in closed session on Monday, July 15, 2019, at 7:09 p.m. in the Library of the Municipal Building. Council held this closed meeting to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Vote to close session:

	Yes	No	Abstain	Absent
Ms. Davis	X			
Mr. Byrd	X			
Ms. Mach	X			
Ms. Pope	X			
Mr. Putens				X
Mr. Roberts	X			
Mayor Jordan	X			

The following staff member was in attendance: None.

Other individuals in attendance: None.

Council took no actions during this session. Council recessed the meeting to reconvene on Thursday, July 25, 2019, at 8:00 pm in the Municipal Building Library.

Mr. Putens seconded.

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

Statement for the Record - Closed Session, July 25, 2019: Ms. Davis moved that in accordance with the General Provisions Article, Section 3-305(b)(1) of the Annotated Code of Public General Laws of Maryland, that the minutes of tonight's meeting reflect that Council met in closed session on Thursday, July 25, 2019, at 8:09 p.m. in the Library of the Municipal Building. Council held this closed meeting to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Vote to close session:

	Yes	No	Abstain	Absent
Ms. Davis	X			
Mr. Byrd	X			
Ms. Mach	X			
Ms. Pope	X			
Mr. Putens				X
Mr. Roberts	X			
Mayor Jordan	X			

The following staff member was in attendance: None.

Other individuals in attendance: None.

Council took no actions during this session.

Ms. Pope seconded.

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

ADMINISTRATIVE REPORTS:

Mr. Moran provided an update on the success of the National Night Out events City-wide.

LEGISLATION:

An Ordinance To Authorize The Issuance, Sale And Delivery By The City Of Greenbelt, Maryland Of Its "City Of Greenbelt, Maryland Water Quality Bond, Series 2019" In An Aggregate Principal Amount Not To Exceed Two Million Five Hundred Thousand Dollars (\$2,500,000), Pursuant To The Provisions Of Ordinance No. 1359 Passed On September 25, 2017; Prescribing The Form, Maturity, Interest Rate And Provisions For Payment And Redemption Of Said Bond; Confirming The Covenants Of The City To Provide For The Levy And Collection Of Taxes Sufficient For The Prompt Payment Of The Maturing Principal Of And Interest On Said Bond; Determining That The Bond Shall Be Sold By Private Sale To The Maryland Water Quality Financing Administration, Without Competitive Bid; Further Providing For The Use Of The Proceeds Of The Bond; And Providing For The Execution And Delivery Of The Bond And A Loan Agreement, And All Other Details With Respect To The Sale And Delivery of Said Bond

Mayor Jordan read the agenda comments. Mr. Byrd introduced the ordinance for second reading and moved that it be adopted. Mr. Putens seconded.

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

The ordinance was declared adopted (Ordinance No. 1370, Book 12).

An Ordinance to Amend Article I "In General", Section 13 "Early Voting" of Chapter 8, "Elections" of the Greenbelt City Code

Mayor Jordan read the agenda comments. Ms. Davis introduced the ordinance for first reading and moved suspension of the rules in order to allow second reading and passage of the ordinance tonight. Mr. Putens seconded the motion.

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

Ms. Davis introduced the ordinance for second reading and moved that it be adopted. Ms. Pope seconded.

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

The ordinance was declared adopted (Ordinance No. 1371, Book 12).

SPECIAL ORDER OF AGENDA ITEM: Ms. Davis moved to special order Agenda Item #19 “Campaign Signs on Public Property” to the next item of business. Ms. Pope seconded. The motion passed 6-0.

CAMPAIGN SIGNS ON PUBLIC PROPERTY: Mayor Jordan read the agenda comments. Ms. Davis moved that Council continue the Campaign Sign Program for the 2019 Election with the additional location at Greenbelt Station. Mayor Jordan seconded. The motion passed 5-1. (Mr. Roberts)

A Resolution to Authorize the Negotiated Purchase of Certain Goods and Services from Various Vendors as Enumerated Herein When Total Fiscal Year Purchases from Each Vendor Exceed Ten Thousand Dollars (\$10,000)

Mayor Jordan read the agenda comments. It was moved by Ms. Davis to adopt the resolution with the removal of Alexander & Cleaver from the list. Mayor Jordan noted the need for more control over the expenditure of legal fees. There was a discussion about the payment schedule and controlling the spending of legal fees. Ms. Pope seconded the motion. Motion passed 5-1.

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

Ms. Mach	-	absent
Ms. Pope	-	yes
Mr. Putens	-	no
Mr. Roberts	-	yes
Mayor Jordan	-	yes

The resolution was declared adopted (Resolution No. 2075, Book 8).

OTHER BUSINESS:

AWARD OF PURCHASE - POLICE VEHICLES: Mayor Jordan read the agenda comments. Mr. Townsend provided the Council with additional background on the purchase of seven police vehicles. He also indicated that the vehicles will reduce the City's carbon footprint. Ms. Pope moved that Council award the purchase of seven police vehicles. Mr. Putens seconded. The motion passed 6-0.

APPROVAL OF SUSTAINABLE LAND CARE POLICY: Mayor Jordan read the agenda comments. Mr. Roberts inquired about the community garden's inclusion with the Sustainable Land Care Policy (SLCP). He noted that the Council should include in the SLCP. Ms. Davis moved that the Council approve the Sustainable Land Care Policy. Ms. Pope seconded. The motion passed 5-1. (Mr. Roberts)

APPROVAL OF COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR PY 45R: Mayor Jordan read the agenda comments. It is recommended Council approve submission of the PY 45R Application as outlined in the agenda comments. It is further recommend that Council authorize the Mayor and/or City staff to execute any PY 45R CDBG Agreements and all other necessary documents in order to accept and implement this grant award. Mr. Putens moved that Council approve the CDBG Application for PY 45R. Ms. Davis seconded. The motion passed 6-0.

APPROVAL OF WMATA CONNECTION AGREEMENT: Mayor Jordan read the agenda comments. Mr. Pounds provided Council with an update on the terms and conditions for clarification purposes and that the goal is to create a document for clarification of the WMATA agreement. Mayor Jordan noted that this will be a temporary trail. Mr. Pounds indicated that the process is a little backward with providing the location of the trail after the agreement. Ms. Davis moved that Council approve the WMATA connection agreement. Mr. Putens seconded. The motion passed 6-0.

CAPTIONING OF COUNCIL MEETINGS: Mayor Jordan read the agenda comments. Ms. Davis requests a one year trial and Mayor Jordan requests a one month trial. Ms. Palau noted this option was highly recommended by Laurel and the cost benefits on a shorter trial basis are not cost-effective. Ms. Davis moved that Council approve City Staff suggestion to move forward with Municipal Captioning for Council meetings. Mr. Putens seconded. The motion passed 6-0.

COUNCIL ACTIVITIES: Council provided an update on recent activities and events attended.

COUNCIL REPORTS: Mr. Roberts noted his attendance at the Transportation Planning Board meeting last month and provided Council with an update.

MODIFICATION TO SMOKING POLICY: Mayor Jordan read the agenda comments. Ms. Davis requested that vaping be included in the City's No Smoking Policy and Enforcement. Ms. Davis moved that electronic cigarettes and vaping be added to the City's No Smoking Policy. Mr. Putens seconded. The motion passed 6-0.

MEETINGS: Council reviewed the meeting schedule.

ADJOURNMENT: Mr. Putens moved to adjourn the meeting. Mr. Byrd seconded. The motion passed 6-0. Mayor Jordan adjourned the regular meeting of Monday, August 12, 2019, at 11:12 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the regular meeting of the City Council of Greenbelt, Maryland, held Monday, August 12, 2019.

Emmett V. Jordan
Mayor

BUDGET WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, April 29, 2019, to meet with the Recognition Groups to discuss the Proposed FY 2020 Budget.

Mayor Pro Tem Davis started the meeting at 7:00 p.m. The meeting was held in the Council Room of the Municipal Building.

Present were Councilmembers Judith F. Davis, Colin A. Byrd, Leta Mach, Silke I. Pope, and Rodney Robert. Mayor Emmett V. Jordan arrived at 7:03 pm and Councilmember Edward V. J. Putens was unable to attend.

Others present were Assistant Recreation Director Greg Varda, Arts Supervisor Nicole DeWald, City Manager Nicole Ard, and City Clerk Bonita Anderson.

Council met with the following groups and people to discuss funding requests:

Greenbelt Concert Band – Eli Zimet and Paul Quillen represented the Concert Band. Mr. Zimet noted that they met their goal of obtaining their 501(c)3 status. He also noted they get a lot of requests for the wind ensemble which is more available than the full band. Mayor Jordan suggested that the band members pay dues to help with the cost. Mr. Zimet indicated that they have requested donations.

Greenbelt Boys & Girls Club - Orin Howard represented the group. They received their 501(c)3 status. The club is requesting \$14,000 in city funds to use for residents. They will continue to offer scholarships to local students.

The soccer program was removed because they couldn't compete with another soccer organization.

Greenbelt Senior Softball – George Harrison represented the group. Mr. Harrison explained the surplus; he is currently at half the amount in his surplus which was spent on T-shirts. The grant panel recommends \$400 and Council suggested \$500.

Greenbelt Arts Center – Winard Britt; Scott Bring, the General Manager; Penny Martin, Secretary; and Bob Kleinber, VP Administration represented the group. There has been a change with their board members, treasurer, and general manager. The Arts Center created a PR committee to review their marketing plan. They are currently facing issues with high humidity and poor circulation which has led to mold spores that can be problematic for patrons with sensitivities to mold. They have created a task force to handle the mold issue. The grant review panel recommends \$34,300 in City funds for rent and staffing.

Greenbelt Farmer's Market – Carol MacAdam represented the group. The Farmer's Market will begin on May 12. The request is for in-kind services of positioning no-parking signage, trash receptacles, access to water supply and usage of the parking lot located by the GAFC from May to November 2019.

Greenbelt Labor Day Festival Committee – Linda Ivy and Donna Peterson represented the group. The shuttle service instituted last year served a good number of people and they are

requesting financial support from the City.

It cost the festival \$2,000 to provide this service. They are seeking funding from the City for this expense. The two-day craft fair will be held indoors.

Babe Ruth Association – Ian Gleason represented the group. Council had concerns about the reserves which were noted that it will be for field maintenance. Mr. Gleason indicated that his long term goal for the association is for consistent advertisement of the program.

Greenbelt Youth Baseball Little League – Patrick Keaton, Mary Gleason, and Matt Elliott represented the group. The group is at 70% of residents and they are seeking funding and sponsorships. Registration is a bit down. There is a concern about the electric bill with Pepco about street lighting. This year, they are adding another level for 13-14-year-olds to continue their baseball under Little League. Ms. Davis inquired about the code of conduct agreement. Mr. Elliott noted that it has been recently updated and will provide Council with a copy.

Greenbelt Soccer Alliance – David Whiteman represented the group. They are supporting kids in pre-kindergarten through high school. Mr. Whiteman noted the quality of the facilities; they currently have access to fields in New Carrollton and Eleanor Roosevelt High School. Ms. Davis inquired about the reserves and the deficit. Mr. Whiteman was filling in for the treasurer and was unable to respond, but will follow-up with Council. Mr. Whiteman inquired about the low score. Ms. DeWald noted an explanation is needed for the Boys and Girls Club. Mr. Whiteman indicated that he is willing to collaborate with the club, but hasn't received a response from them.

Greenbelt Municipal Swim Team – Michael (Marc) Swisdak represented the group. The panel had concerns about the proposed deficit for next year and recommended corporate support and reducing the trophy cost. There is an end of the year Swim Banquet where everyone will receive a trophy. The cost of the hall may cause a deficit. They focus on local elementary schools. He will reach out to Turning Point Academy and Berwyn Heights ES to recruit additional swimmers.

Center for Dynamic Community Governance – Aileen Kroll, President/Co-Director, and John Buck, Trainer, represented the group. They are requesting funding for administrative support and maintaining their website for the visually impaired. Ms. Kroll read a letter of support from Deena Lambert. The panel noted that they are supportive of DCG's goal and encourage accessibility to elementary through high school age students.

The Gemz Inc. – Adeola Ariyo represented the group. Ms. Ariyo is requesting project grant funding in the amount of \$2,000. The panel would like to see a higher number of Greenbelt residents in the program. She presented to the Council the upcoming projects and events.

Friends of the New Deal Café Arts – Meg Haney, President, represented the group. She noted that they will be celebrating the third annual Jazz Festival event. She indicated the upcoming events and receipt of financial contributions. Ms. Mach indicated that the board needs to expand. Ms. Haney noted that she would like to have the puppet show which was a success in the past.

Informational items

Ms. Davis inquired about the Forest Preserve Advisory Board's science fund request in the amount of \$2,000 and the Arts Advisory Board's request of \$1,000 designated funding for outreach.

Dr. Kressler inquired about the status of their membership and the slideshow.

Ms. Davis requested that Dr. Robles provide the recycling rates to the Council.

Mayor Jordan requested the slides from the MAGLEV presentation.

The meeting ended at 10:31 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Tuesday, June 4, 2019, to meet with the Prince George's County School Board CEO, Dr. Monica Goldson.

Mayor Jordan started the meeting at 7:03 p.m. The meeting was held in the Council Chambers of the Municipal Building.

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

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

Also present were Dr. Monica Goldson, Acting CEO of the Prince George's County Public School Board; Christian Rhodes, Prince George's County Public School Board; Kap Kapastin, Quantum Companies; Rohanie Bacchus, Greenbelt East Advisory Coalition; Mary Moien, Greenbelt News Review; Robert Goldberg Strasser, Carolyn Lambright-Davis, Williams Davis, Bill Orleans, and others.

Dr. Goldson stated that she became Acting CEO of the Prince George's County Public School Board on July 23, 2018, and that the contract concludes June 30th. She noted that she has been working with the Board of Education members to change the narrative of the school system. There are 134,000 students in 207 schools. Dr. Goldson noted that the school system just concluded the negotiations regarding compensation for the Administration and Teacher's Unions. Support Staff negotiations will begin next school year. This is done every two years. She stated that closing the gap on teachers' salaries will cost the school system \$16million in the first two years and \$15million in the third year.

Dr. Goldson noted that the Prince George's County Public School Board has been working with the Prince George's County Council and the Prince George's County Executive to bring forward the Private Public Partnership Legislation. She stated that Prince George's County Public Schools is the second largest district with the oldest school buildings. The average age of the building infrastructure is 49 years.

Dr. Goldson explained that the Private Public Partnership Legislation would allow a company to build up to ten schools within three years. She noted that the Prince George's County School Board would refund the company within a 30-year timeframe and that maintenance of the buildings would be included.

There was a discussion regarding the Prince George's County Public School Board budget.

Ms. Davis inquired about the construction at Duval High School. Dr. Goldson responded that it is a continuing upgrade that was requested five years ago.

Based on a question asked by Ms. Mach, Dr. Goldson explained that Prince George's County School Board collaborates with the Maryland National Capital Park and Planning Commission (M-NCPPC) regarding land usage.

Based on a question asked by Ms. Pope, Dr. Goldson provided an overview of the process for schools that are on the list for renovation, which is a 7-10 year process. She noted that the Private Public Partnership could save the school system approximately \$180million and 10 new

schools would be built within three years. Ms. Pope asked if Springhill Lake Elementary was on the list. Dr. Goldson stated that it is on the Cycle 1 list. Mr. Roberts asked how much the Private Public Partnership would cost over 30 years and how many buildings would Prince George's County School Board need. Dr. Goldson replied that the Prince George's County School Board and County Council would both contribute funding towards the schools and that would determine how many schools will be built. Mr. Roberts indicated that he was opposed to the Private Public Partnership.

There was a discussion on the school boundary. Mayor Jordan stated that the City felt that the students of Greenbelt Station Development would attend Greenbelt Schools due to Legislation CB-33-2004. Ms. Davis noted that the confusion with the Greenbelt Station Development was due to their zip code and that the Post Office has resolved that issue. Council noted that all the area schools are overcrowded. Based on a question asked by Mr. Byrd, Dr. Goldson stated she will follow-up with Council to resolve the issue of the Greenbelt Station Development students who attend Berwyn Heights Elementary.

Mayor Jordan explained that the taxpayers at the Greenbelt Station Development do not receive the same benefits as other Greenbelt taxpayers because their children do not attend Greenbelt schools. He noted that the City provides a school resource officer at Eleanor Roosevelt High School and grants to the Greenbelt schools to help fund programs and projects for students.

Mayor Jordan noted the two things that the Council is seeking clarification on. The first item is whether transportation will be provided to the Greenbelt Station Development elementary students. The second item is if the young adults of Greenbelt Station Development would be able to attend Eleanor Roosevelt High School during the 2019-2020 school year.

Dr. Goldson inquired about Greenbelt Middle School. Council noted that there weren't any issues at Greenbelt Middle School. Mayor Jordan noted that Greenbelt Middle School has temporaries. Ms. Mach noted that the City sponsors reading and science clubs through the Advisory Committee on Education (ACE) and that ACE annually honors an educator at each of the Greenbelt schools along with two students.

Mayor Jordan noted that there is a proposal to redevelop Beltway Plaza Mall to incorporate residential apartments. He indicated there would be a need for a new elementary school to accommodate the new residents. Ms. Davis stated that there is also a proposed new development near the Courthouse on Cherrywood Lane.

Ms. Pope noted the following maintenance issues at Springhill Lake Elementary: the gym and cafeteria do not have A/C, three of the boy's bathrooms were closed due to plumbing issues, some of the temporaries have missing rails, and there are issues with the upkeep of the building. Ms. Pope stated that the school is declining. Dr. Goldson stated that Springhill Lake Elementary is on the Cycle 1 list and that the roof replacement is in the last approval stages for the Maryland State Department of Education (MSDE). Ms. Davis asked what repairs were taking place this summer at Springhill Lake Elementary. Dr. Goldson responded that the grease trap in the kitchen would be replaced.

Dr. Goldson stated that many of the building maintenance projects would commence during the summer when the teachers would be out of the building. She stated that the Capital Improvement Projects are updated on the website each month.

Mayor Jordan stated that he had received complaints from the staff from Greenbelt Elementary School regarding a severe drainage issue located near the recreation area.

Mayor Jordan noted that the City's Public Works Department periodically plant trees and put mulch down at the schools.

Mayor Jordan stated that the City's Recreation Department has been trying to establish a Memorandum of Understanding (MOU) with the Board of Education to utilize Greenbelt Middle School's fields. Dr. Goldson requested the point of contact person for the MOU to move forward. Mr. Rhodes stated that the County Executive Office was working on creating a task force regarding field usage. Mr. Rhodes commented on the Adopt a School Program that was launched by Dr. Goldson.

There was a discussion about Greenbelt Middle School's field. Mr. Robert noted that the condition of the field is not appealing for the organization to use. He stated that the City is offering to repair and maintain the fields.

Mayor Jordan indicated that a concern for the City of Greenbelt is the bus lot. He noted that the bus lot is incompatible with land use. Dr. Goldson stated that the Board of Education is in communication with NAI Michael to move the bus lot.

Mr. Goldberg Strasser, Greenbelt resident, asked how the Board of Education was going to close the \$40 million gap. Dr. Goldson responded that it would be in efficient operation. She stated that the Board of Education created a task force to monitor the employee overtime rate. Mr. Goldberg Strasser asked when the boundary issues would be resolved. Dr. Goldson stated that the Board of Education would respond once she has completed her research.

Mr. Kapastin, Quantum Companies, stated that Quantum Companies would trade repair and maintenance of the field for reliable usage of the facilities.

Ms. Lambright-Davis, Greenbelt resident, inquired about the school nurse at Springhill Lake Elementary. Mayor Jordan noted that Magnolia Elementary has the same issues regarding the school nurse. Dr. Goldson noted that every school should have a nurse, but that there is a national shortage. She noted that the draft Compensation Study shows that there is a gap that needs to be closed to pay nurses.

There was a discussion regarding Turning Point Academy. Dr. Goldson noted that the Board of Education voted for Turning Point Academy's governing board to be removed. She stated that the Board of Education would take over the governing board until another agency takes over and that the staff will be relocated to another facility.

There was a discussion regarding mental health. Mr. Goldberg Strasser inquired about the counselor staff. Dr. Goldson explained the process and provided an overview of mental health support.

Mr. Byrd mentioned that the boundary issues also include Eleanor Roosevelt High School and asked to send the follow-up information to Nicole Ard, the City Manager. He also inquired about the library system. Dr. Goldson stated that she met with the new Library CEO and had

launched an online reading program for the primary students (K-3rd grade).

Several informational items were discussed.

The meeting ended at 8:58 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

DRAFT

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, July 17, 2019, to meet with the chairpersons of the City Council Advisory Groups.

Mayor Jordan started the meeting at 8:00 p.m. The meeting was held in Room 201 of the Community Center.

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

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

Also present were Charles Jackman, Advisory Committee on Trees (ACT); Keith Chernikoff, Advisory Planning Board (APB); Steve Skolnik, Board of Appeals; Patricia Evans and Steven Gilbert, Board of Elections (BoE); Damien Ossi, Forest Preserve Advisory Board (FPAB); John Lippert, Greenbelt Advisory Committee on Environmental Sustainability (Green ACES) and Greenbelt Green Team; Jake Chestnutt, Park and Recreation Advisory Board (PRAB); Laura Kressler, Public Safety Advisory Committee (PSAC); Mark Granfors-Hunt, Arts Advisory Board (AAB); Ronnie Scotkin, Senior Citizens Advisory Committee (SCAC) via conference call; and Arsalan Siddiqui, Youth Advisory Committee (YAC); Melinda Brady, Advisory Committee on Education (ACE); Bill Orleans and others.

Mayor Jordan stated that the Council appreciates the advisory groups for the valuable service that they provide to the Council. Mayor Jordan noted that it is often difficult for Councilmembers to attend the advisory group meetings because of the Council's meeting schedule and other responsibilities. He asked that all advisory boards designate a member to participate in the Open Meetings Act training annually. He also noted that there was training, two years ago, on Roberts Rules of Order. Ms. Scotkin suggested that a representative of CARES assist with providing training for the various boards.

Mr. Siddiqui, Youth Advisory Committee chair, noted that the Youth Committee initiative for voter registration outreach for the 16 and 17 year-olds to participate in the upcoming election. The committee is also working on human trafficking issues, addressing reduction in crime, and a variety of other events for the youth.

Mr. Chernikoff, Advisory Planning Board Chair, mentioned the implementation of the pedestrian bike subcommittee and that they are exploring telecommunications for meetings.

Mr. Zugby, Ethics Commission chair, noted the recent expansion of the board. He also noted that the committee's current main task is to review the financial disclosure forms for staff, appointed and elected officials. Mr. Zugby noted that the committee reviewed the forms and has made some modifications. He stated that there haven't been any cases presented to the Board in recent years. Ms. Davis inquired about the timeliness of individual's submission of forms. He indicated that there were a couple of forms that were not submitted promptly.

Mr. Skolnik, Board of Appeals Chair, noted that the board would be holding a hearing. Mayor Jordan inquired about Mr. Skolnik recusing himself from a project because he was the chair of the Board and President of Greenbelt Homes Inc. (GHI). Mr. Skolnik stated that the issue has never been brought up and that he would have to recuse himself if it does.

Mr. Jackman, Advisory Committee on Trees Chair, provided Council with an update on the committee's recent activities.

Dr. Kressler, Public Safety Advisory Committee Chair, provided the Council with an update on their projects, which consist of the emergency sirens, cell phone, and vaping issues. Ms. Davis recommended that the board reach out to the local schools. Dr. Kressler also noted that she is a member of CERT and they are seeking training for CPR certification.

Mr. Chesnutt, Parks and Recreation Advisory Board (PRAB) Chair, noted the recent PRAB meeting discussion on the Sustainable Land Care Policy (SLCP) and that the board is working on updating other policies. They are currently looking at the signage at Buddy Attick Park and the Lake Dam Project. He noted the Beltway Plaza proposed redevelopment project and that Council will receive an update on the pet waste stations around the lake. There was a discussion about the tot-lot park at Greenbelt Station Subdivision.

Ms. Evans, Board of Elections chair, noted the expansion of the Board with two additional members. She also noted that the Board has been working on the candidate packet forms. Ms. Evans noted the provision of an additional week for early voting. Ms. Mach stated she was looking forward to the revised forms and inquired about in-kind expenses and documentation. The concern was about how a candidate fills out their forms. Mr. Gilbert noted that there are three additional forms for the upcoming election.

Ms. Brady, Advisory Committee on Education Chair, noted that the committee ran a reading club at Springhill Lake Elementary, a writing club at Greenbelt Middle School and a poetry club at Turning Point Academy. She noted the board's distribution of \$15,000 in grants to the local schools. She also provided information on the recent forum with Dr. Alvin Thornton, County School Board. In response to a question asked by Mayor Jordan, Ms. Brady stated that Turning Point Academy is expected to move to Temple Hills, Maryland, this year. Mayor Jordan noted that they would have additional resources for the other six schools to utilize with the departure of Turning Point Academy.

Mr. Lippert, Greenbelt Advisory Committee on Environmental Sustainability Chair, noted that their meetings have been well-attended. He listed the following projects/activities that the Committee is involved with: the Sustainable Land Care Policy Report, Complete and Green Street Policy, Cherrywood Lane Complete and Green Street Project, Windsor Green Community Center Renovations Project, Solar Farm RFP, Greenbelt TimeBank, and several composting locations.

Mr. Granfors-Hunt, Arts Advisory Board (AAB) Chair, noted the number of members and that their meetings have been well-attended. He noted that the AAB has been working on recent referrals from Council. He also noted that currently there is an art exhibit in the Council Chambers and other various locations within the City and that there is an online Greenbelt Art Directory.

Mr. Ossi, Forest Preserve Advisory Board Chair, noted the completion of the Sustainable Land Care Policy guidelines. The FPAB requested a science fund to research the Forest Preserve, to which the Council awarded \$2,000. He noted that they performed several City-wide cleanup initiatives.

Mr. Marcus, Employee Relations Board member, provided the Council with an update on the number of members and that there were no recent cases with the Board. The Board recently adopted bylaws and revised the procedures for employee appeals and grievances.

Ms. Scoktin, Senior Citizens Advisory Committee, noted the various events that the committee is working on. She also noted that they are working on future enhancement of the Community Center

steps for people with vision issues. Ms. Scoktin expressed her gratitude to be able to participate via phone.

There was a discussion about telecommunicating during meetings/remote participation. Mr. Putens noted potential issues with remote participation. Mr. Chernikoff noted the possibility of remote participation for the advisory boards and seeking guidance. Mayor Jordan suggested holding a work session to obtain proper guidance. Mr. Skolnik noted that when action is taken, by the Board of Appeals members are required to be present.

There was a discussion about the referral process. It was mentioned that the former City Clerk provided the Council and board members with a list of the Advisory Boards' and Committees' reports before the Work Session for discussion. It was also noted that this document was also posted on the City's website. Council requested that Ms. Anderson post the listing of Advisory Board/Committee Reports.

Informational Items

Ms. Davis provided Council with an update on the topics that were discussed at the Maryland Municipal League Large Forum Committee meeting.

The meeting ended at 9:52 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, September 16, 2019, to hold a stakeholder meeting with representatives of Capital Office Park.

Mayor Jordan started the meeting at 8:03 p.m. The meeting was held in the Council Chambers of the Municipal Building.

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

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

Also present were Terri Gavin, Senior Property Manager; Lauren Weiss, Director of Morning Calm; and Bill Orleans.

Office Park Vacancy Rate

Ms. Weiss provided an update on Capital Office Park (COP). She stated that the buildings are 68 percent occupied and that there have been some modifications to the office park. Stanley Martin Homes has occupied a large area at the office park and that the blue glass buildings are almost filled. She noted that Morning Calm came in at a time when the economy was doing well.

Shuttle Bus Services and Potential Partnership

Ms. Weiss provided the Council with an update on the Crowne Plaza Hotel renovation, which will be completed in spring 2020. Mayor Jordan inquired about the private shuttle services. Ms. Weiss noted that the shuttle route is from the office park to the Metro station. Mayor Jordan indicated that the City is interested in collaborating with the office park on private shuttle services. Ms. Davis suggested offering shuttle services to the Courthouse once the five-story apartments are developed.

Food Truck Hub

Mayor Jordan suggested having restaurants for the office park. There was a discussion about food services for that area. Ms. Gavin indicated that the process and cost of obtaining permitting for food trucks are costly. She noted the proposed County legislation to change regulations for the food truck HUB. There are few HUBs in the County.

Mr. Roberts inquired about the cost of the HUB if it was located on private property. Ms. Weiss indicated that the food truck owners are required to pay a fee. Ms. Gavin noted the option of having food trucks at the pavilion for the convenience of the employees who have limited lunchtime.

Ms. Davis noted the cause of the modifications to the requirements of the process for the food trucks. Ms. Weiss noted that the County made the process cost prohibitive.

Mayor Jordan stated that the City's economy is well balanced. He also noted Capital Office Park's marketing. He inquired about the status of medical tenants in the office park. Ms. Weiss provided the pros and cons of inter-mingling physicians' offices with executives. There was a discussion on medical offices city-wide. Council was impressed with the high percentage occupancy rate at Capital Office Park.

Security

Mayor Jordan inquired about Morning Calm's policies regarding office properties. Ms. Weiss mentioned the marketing and enhancement that is offered by their company. There was a discussion about public safety and the capital improvement budget. Ms. Gavin discussed the recent enhancement of security inside of the office building.

Ms. Ard suggested that discussion on the recent security measures be discussed offline with an update provided to the Council.

Ms. Davis inquired if an additional office building would be built on the remaining space. Ms. Weiss noted that there is not enough space on the property to build an additional building.

Capital Office Park Pedestrian/Bike Trail Ivy Lane

Mayor Jordan mentioned concerns from citizens regarding the pedestrian/bike trail on Ivy Lane heading towards Kenilworth Avenue in front of the State Highway Administration. He noted that the pedestrian/bike trail was maintained by Mack-Cali every five to six years. Mayor Jordan asked Ms. Gavin to schedule the maintenance of the pedestrian/bike trail in Morning Calm's Capital Fund budget. Ms. Gavin noted that the location mentioned is not a part of their property.

Ms. Davis inquired about a past request for crosswalks for pedestrians. Ms. Gavin noted the existing crosswalk locations and that she was not familiar with that request. Ms. Davis referred Ms. Gavin to Ms. Terri Hruby, the Director of Planning, regarding establishing a new crosswalk.

Ms. Weiss provided an update on the replacement needs of the trees on Ivy Lane. Ms. Ard noted that the Public Works Department is working on a plan for tree replacement. Mr. Roberts stated that the power lines need to be placed underground and that there needs to be proper placement of the trees.

Mayor Jordan inquired about communication with Washington Metropolitan Area Transit Authority (WMATA) on the planned Metro station closure during renovation next spring 2020. Ms. Weiss noted that there has not been any communication. Mayor Jordan inquired about public art and the Farmers Market. Council noted that Ms. Liggins could coordinate the Farmers Market with Capital Office Park and possibly coordinate with the Arts Department.

Informational items

Several informational items were discussed.

The meeting ended at 9:40 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, October 21, 2019, to meet with Watershed Groups.

Mayor Jordan started the meeting at 8:03 p.m. The meeting was held in the Council Chambers of the Municipal Building.

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

Staff members present were Bonita Anderson, City Clerk.

Also present were Bill Duncan, Friends of Still Creek and Greenbelt Homes Inc. (GHI) Stormwater Task Force; Tom Taylor, Beaverdam Creek Watershed Watch Group and GHI Stormwater Task; Susan Barnett, Beaverdam Creek Watershed Watch Group; Member of Citizens to Conserve and Restore Indian Creek and Bill Orleans.

Mayor Jordan inquired about the GHI Stormwater Task Force. Mr. Duncan reported that the GHI Stormwater Task Force was formed to address stormwater issues in GHI. Before their formation, there was a crisis with the stormwater swales, which were damaged over the years. The GHI Stormwater Task Force was able to obtain a grant from The Chesapeake Bay Trust Foundation, a little over a year ago, to identify areas of intervention and to work on fixing the problems.

Mr. Taylor noted that they were creating a comprehensive mapping of non-title problem areas. Mayor Jordan requested that the GHI Stormwater Task Force keep the Council up-to-date on the grants the GHI Stormwater Task Force is seeking to avoid any conflicts with the City. Mr. Taylor noted that the GHI Stormwater Task Force is working with the University of Maryland as well. Ms. Mach inquired about community outreach. Mr. Taylor noted the distribution of activity books to the local schools.

Ms. Davis asked who was maintaining the rain garden at 20 Court Ridge Road. Mr. Taylor stated that there is collaboration with other workgroups to maintain the rain garden.

Mr. Roberts asked if water flowing into crawl space was fixed with the rain garden project at 20 Court Ridge Road. Mr. Taylor noted that a stone swale was installed and that the design doesn't capture all the water. He stated that the GHI Stormwater Task Force is monitoring the stone swale to see if improvements are needed.

Mr. Putens noted concerns about the runoff at 33, 35, and 37 Court of Ridge Road. He also commented on the struggle with obtaining volunteers to assist with maintaining that area. Mr. Taylor indicated that GHI is in the process of working on a design to address the issues. Ms. Davis stated that the runoffs from the driveways of the above locations end up on the walkway of 56, 58, and 60 Court of Crescent Road.

Mr. Duncan noted that GHI Stormwater Task Force advocates bring awareness to a problem and that GHI's maintenance department addresses the issue. He noted that the area is within the City and that there's difficulty in notifying the City when their focus is GHI.

Ms. Barnett provided an overview and status update from the Beaverdam Creek Watershed Watch Group. Mr. Roberts provided input on the Beaverdam Creek, which contains waste from the cows with additional waste dumped into the creek. Ms. Barnett noted that there's a current trend and that the City needs to fight to protect the affected area coverage. Mayor Jordan asked how often the group meets. Mr. Taylor and Ms. Barnett are currently the only active members and meet on an as-needed basis. Mr. Taylor and Ms. Barnett are working on a pilot compostable program and are seeking support from the Council.

Ms. Davis mentioned that farmers in the area are not surviving and inquired about the Stream Circle group. Mr. Duncan noted the group still exists and has morphed into the GHI Stormwater Task Force. Ms. Barnett noted that BARC is underfunded. Council agreed. Mr. Roberts noted that there is a need for more City advocacy to protect BARC.

Mr. Coppock, Citizens to Conserve and Restore Indian Creek (CCRIC), provided the Council with an update concerning its membership and meeting status. Ms. Davis inquired about surveying the Sunnyside Bridge area. Mr. Coppock noted that CCRIC has visited the site in the past. He suggested having a meeting with an engineer on the industrial site.

Ms. Barnett noted that there is a mentoring program for farmers and that Dr. Zang will have the rumble strips on Powder Mill Road removed soon. Mayor Jordan indicated that a meeting needs to take place for the rumble strips discussion.

Mayor Jordan inquired about the status of Friends of Still Creek (FOSC). Mr. Duncan noted that there were no projects at this time. Mr. Duncan inquired about the proposed Royal Farms project. Ms. Davis stated that the Planning Department and the Advisory Planning Board are reviewing the proposed project. The groups and Council both agreed that the proposed project is not a good idea at the proposed site.

Mayor Jordan encouraged the groups to provide information regarding their events to help get Council participation.

Informational Items

Several informational items were discussed.

The meeting ended at 9:35 p.m.

Respectfully Submitted,

*Bonita Anderson
City Clerk*

CHARTER MEETING OF THE GREENBELT CITY COUNCIL held Monday, November 11, 2019.

Outgoing Mayor Jordan called the meeting to order at 7:30 p.m.

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

Staff present were Nicole Ard, City Manager; David Moran, Assistant City Manager; Todd Pounds, City Solicitor; and Bonita Anderson, City Clerk.

Mayor Jordan asked for a moment of silence in honor of Greenbelt resident Janet Parker and Brecken Chinn. Ms. Davis then led the pledge of allegiance to the flag.

CERTIFICATION OF FINAL COUNT: Ms. Anderson reported that in accordance with Section 8-9 of the City Code, she had posted on the bulletin board in the Municipal Building the Certification of Final Count of the Regular Council Election held Tuesday, November 5, 2019, as certified to the City Clerk by the chair and members of the Board of Elections. She said a copy of the Board's Certification of Final Count was also provided to all the candidates in the City Council race. Early voting and absentee ballots were accounted for and tallied by three election clerks in the Council Room of the Municipal Building in the presence of at least two members of the Board of Elections.

The results of the November 5, 2019, Regular Election for City Council in order of ballot were:

Judith F. Davis	1,609
Emmett V. Jordan	1,677
Edward V.J. Putens	1,320
Rodney M. Roberts	1,447
William A. Orleans	617
Silke I. Pope	1,396
Colin A. Byrd	1,772
Leta M. Mach	1,344

There were 2,180 ballots cast. Seven of the eight candidates received a number of votes equal to more than 40% of the total ballots cast. Thus, in accordance with the requirements of Section 31 of the City Charter, the following seven candidates were elected to serve as member of the Council for a two-year term of office:

Colin A. Byrd	1,772
Emmett V. Jordan	1,677
Judith F. Davis	1,609
Rodney M. Roberts	1,447
Silke I. Pope	1,396
Leta M. Mach	1,344
Edward V.J. Putens	1,320

OATH OF OFFICE: Judith F. Davis, Colin A. Byrd, Leta M. Mach, Silke I. Pope, Edward V. J. Putens and Rodney M. Roberts took and subscribed to the oath of office administered by Emmett V. Jordan, Outgoing Mayor, as prescribed by Section 71 of the City Charter and state law. Copies of the executed oaths of office, attested to by the City Clerk, will be filed in the City Clerk's office.

ELECTION OF TEMPORARY CHAIRPERSON: Mr. Putens nominated Ms. Davis to serve as temporary chairperson. Ms. Pope seconded the motion, which carried unanimously.

ELECTION OF MAYOR: In accordance with Section 6 of the City Charter, Ms. Davis called for nominations for the position of Mayor. Mr. Roberts moved that Mr. Byrd be nominated to serve as Mayor of the City of Greenbelt for the 43rd term of Council. Mr. Putens seconded. The motion carried unanimously.

ADMINISTRATION OF OATH OF OFFICE TO MAYOR: Colin Byrd recited and subscribed to the oath of office before La Shawn Freeman, on behalf of the Clerk of the Circuit Court for Prince George's County, as required by Section 71 of the City Charter and state law. Mayor Byrd then assumed the gavel from Ms. Davis. Congratulations were extended to Mayor Byrd by the rest of Council.

ELECTION OF MAYOR PRO TEM: Mayor Byrd called for nominations for Mayor Pro Tem. Mayor Byrd moved that Mr. Jordan be nominated to serve as Mayor Pro Tem. Ms. Davis seconded. The motion carried unanimously. Congratulations were extended to Mr. Jordan by the rest of Council. Mayor Pro Tem Emmett Jordan recited and subscribed to the oath of office before Mayor Colin Byrd.

Mayor Byrd recognized Maryland State Delegate Alonzo T. Washington (District 22), Maryland State Delegate Wanika Fisher (District 47B), Town of District Heights Vice Mayor Jonathan Medlock, City of New Carrollton Councilmember Lincoln Lashley, City of Seat Pleasant Councilmember Shireka McCarthy, Prince George's County Councilmember Jolene Ivey, Maryland State Delegate Julian Ivey, future Maryland State Delegate Nicole Williams (District 22), Town of Capitol Heights Mayor Shawn Maldon, Prince George's County Board of Education Edward Burroughs, III, Prince George's County Executive Angela Alsobrooks, Maryland State Comptroller Peter Franchot, Prince George's County Councilmember Calvin Hawkins, former City of Greenbelt Councilmembers Konrad Herling and Robert Zugby, and former Town of Cheverly Councilmember Ray Sexton. He thanked everyone in the audience for attending the meeting.

STATEMENTS BY MAYOR PRO TEM AND MEMBERS OF COUNCIL: Mayor Pro Tem Jordan and Councilmembers Putens, Mach, Pope, Roberts and Davis all made statements thanking the voters, their supporters, all the candidates, the Board of Elections and City staff.

STATEMENT BY MAYOR: Mayor Byrd expressed his gratitude to all the residents for electing him to serve as Mayor. He also thanked all the candidates who had participated in the election process. Mayor Byrd recited his written speech and noted that he looked forward to working together with all members of Council for a successful new term.

OTHER BUSINESS: None

ADJOURNMENT: Ms. Mach made a motion to adjourn. Mr. Putens seconded. The motion passed 7-0. Mayor Byrd adjourned the Charter Meeting of November 11, 2019, at 8:30 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the Special Charter Meeting of the City Council of Greenbelt, Maryland, held November 11, 2019."

Colin A. Byrd
Mayor

DRAFT

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, January 15, 2020, to meet with the National Park Service – Greenbelt Park.

Mayor Byrd started the meeting at 8:02 p.m. The meeting was held in the Community Center, 15 Crescent Road, room 201.

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

Staff present were: Nicole Ard, City Manager; and Shaniya Lashley-Mullen, Administrative Assistant.

Also present were: Matthew Carroll, National Park Service; Robert Goldberg Strasser, Marjory Gray, Susan McCutcheon, Bill Orleans, and others.

Mr. Carroll provided Council with an update of the Greenbelt Park. He noted the National Park Service (NPS) is advancing the Greenbelt Park and the Baltimore Washington Parkway (BW Parkway).

Mr. Carroll reviewed the five priorities he established at the Greenbelt Park since 2015, which include: improve visitors' experience, institute sound business practices, foster a culture of safety in daily operations, ensure good stewardship with Park resources and facilities, and develop a professional workforce.

Mr. Carroll noted that visitation has increased in the park since 2015, mainly focusing on campground usage. He stated that campsite reservations can be made online and the park would be reopened in 2020.

Mr. Carroll advised an annual calendar will be posted online that would outline various programs.

There was discussion of the programs that the Greenbelt Park offers.

Mr. Carroll explained the Greenbelt Park facilities and roadways are undergoing significant upgrades. The Greenbelt Park had been closed since mid-July 2019. He advised the roadway bridge between the main park area and the campground would be replaced. Mr. Carroll stated the all the roadways would be repaved.

Mr. Carroll stated that there had been significant improvement to the campgrounds. He noted that two out of the four campground loops have an American with Disabilities Act (ADA) grill/ring and upgraded tables. The third campground loop upgrades would be completed in summer 2020.

Mr. Carroll mentioned that Greenbelt Park would upgrade the electrical infrastructure, which include the Information Technology and phone system in 2022-2023.

Mr. Carroll advised the NPS safety crew would be removing from the picnic area, campgrounds, and trail areas dead or dying trees that have been identified as a current or future safety hazard.

Based on a question asked from Mr. Jordan, Mr. Carroll stated the Greenbelt Park is healthy. Mr. Carroll advised one of the oldest living trees in all of the National Capital Parks East resides in the Greenbelt Park. He noted concern was the deer population and the NPS would be conducting a deer population study in the summer or fall of 2020.

There was discussion of stormwater run-off and erosion. Mr. Carroll noted that stormwater run-off is a problem for Greenbelt Park and the BW Parkway. Mr. Carroll stated that Greenbelt Park is working with the State of Maryland and Maryland Department of the Environment (MDE) to identify areas where the park can have improvement projects.

Ms. Davis asked about the recently built barn. Mr. Carroll noted it was the Salt Dome. He stated that the Salt Dome had increased salt storage capacity.

Mr. Carroll noted the foundation documents to guide how to manage Greenbelt Park were never developed. He stated the park's purpose is to provide recreation opportunities and serve as space for the natural environment to thrive.

Mr. Jordan asked about staffing and funding at Greenbelt Park. Mr. Carroll responded that staffing had been declining slightly.

Mr. Carroll discussed the maintenance on the BW Parkway. He noted the focus was on potholes, paint striping the roadway, trees, and vegetation removal. Mr. Carroll stated that the main paving of the BW Parkway has been completed from US-50 to MD-175, and the majority of all the ramps have been restriped and repaved.

There was discussion of the potholes on the BW Parkway. Mr. Carroll noted that the emergency repairs of the Parkway took four weeks during the government shut down with the Parkway being shut down on Friday/Saturday nights.

Ms. Davis asked about the proposed BW Parkway widening. Mr. Carroll responded that the momentum has shifted since the Parkway has been repaired. Ms. Davis noted that there would have to be congressional approval to give the BW Parkway to the State.

There was discussion on the Maglev. Mr. Carroll noted that NPS has been providing comments regarding the potential impact of the alignments on the Parkway for the past three years. He stated the bigger concern was the encroachment on the narrow corridor of the Parkway. Mr. Carroll advised an environmental impact statement would be released in 2020.

Mr. Putens asked which agency, NPS or the Federal Highway Administration, had the final authority concerning the realignment of the Maglev on the Parkway. Mr. Carroll stated he would follow-up with NPS.

Based on a question asked by Mr. Jordan, Mr. Carroll noted that the Federal Railroad Administration (FRA) is the lead Federal agency concerning the Loop Project.

Mayor Byrd stated that the City of Greenbelt strongly opposed the Maglev.

Mayor Byrd asked Mr. Carroll what the impact of the project would be on the Parkway during construction. Mr. Carroll noted that it is a concern of NPS, due to entry points for underground

tunnels.

There was discussion on the Maglev being above ground and underground.

Mr. Roberts inquired on the number of trees/forest that would be destroyed due to the impact of the Maglev on NSP right of way. Mr. Carroll responded that he would follow up with the Council with the exact number.

Mr. Jordan stated that the crosswalk coming from northbound BW Parkway onto westbound Greenbelt Road across from the Greenway Shopping Center is very dangerous for pedestrians and bicyclists. The visibility is limited. He inquired was it the State Highway Administration or NSP that maintains the location.

Ms. Susan McCutcheon, Bladensburg Citizens Against SC Maglev, expressed her concerns and views opposing the Maglev.

Debra, Greenbelt resident, inquired did any of the Federal Agencies receive any data from the Maglev company in Japan. Ms. Pope stated she hasn't heard any success stories regarding the Maglev.

Cathy, Greenbelt resident, asked what changes did the National Environmental Policy Act (NEPA) make to help with the Maglev. Ms. Davis noted that it was supposed to speed up the process of the studies that are required.

Ms. Mach noted the exit from the Parkway onto Southway is problematic. She suggested adding an additional right turn lane. Mr. Carroll stated that the Federal Highway Administration advised the space was too narrow to add an additional lane, but he would follow up, with the Federal Highway Administration.

Mr. Carroll outlined some of the Greenbelt Park's upcoming events including the Park's reopening in 2020, the work toward obtaining Greenbelt Park designation as a National Register Historic Place, foundation studies, and Park staff engagement with local communities. Ms. Davis suggested reaching out to the Greenbelt Station Homeowners Association.

Mr. Aaron Marcavitch, Greenbelt Resident and Director of the Anacostia Heritage Trails, suggested the Greenbelt Park and the City of Greenbelt apply for the Federal Lands Access Program (FLAP) Grant, Bikeway Grants, and the Safe Routes to Schools Grant.

Ms. Pope left the meeting at 10:01 p.m.

Several informational items were discussed.

The meeting ended at 10:05 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Administrative Assistant*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, February 19, 2020, to meet with Verizon.

Mayor Byrd started the meeting at 8:02 p.m. The meeting was held in the Community Center, 15 Crescent Road, room 201.

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

Staff present were: Nicole Ard, City Manager; Beverly Palau, Public Information and Communications Coordinator; and Shaniya Lashley-Mullen, Administrative Assistant.

Also present were: Candice Austin, Director of State Government & Community Affairs Verizon; Genes Thomas, Verizon Wireless, Real Estate Manager; David Scot Gray, Senior Manager – OSP Network Engineering Verizon; Charlene Bobel, Senior Manager – OSP Network Engineering Verizon; Frank Gervasi, Jermaine Timmerman, Bill Orleans, and others.

Ms. Davis asked, on behalf of Mr. Jordan, what was Verizon's plan for implementation of 5G. Ms. Thomas stated that Verizon was working through the new Prince George's County Zoning Ordinance and design manual. Then Verizon would address municipal regulations. She noted there weren't any immediate plans to deploy in the City of Greenbelt.

Ms. Pope asked what was Verizon's plan for the upkeep of the current infrastructure in place. Ms. Pope noted that the green cable box that was recently placed behind her residence was not secured. She stated that at 8040 Lakecrest Drive, there was another unsecured cable box. Mr. Gray stated that Verizon should be notified immediately when an unsecured box is located.

There was discussion on Verizon's contact information. Ms. Pope stated Homeowner Associations (HOA's) contact Verizon, but Verizon doesn't follow up with HOA's. Ms. Palau noted that she had to contact the Escalation Team when alerted of unsecured boxes. She noted that the public and HOA's don't have the contact information she has. Ms. Palau and Council requested a number for the public to contact. Ms. Bobel stated she will follow-up with the repair department for a contact number for the public.

Ms. Pope inquired if the green boxes were inspected on a regular basis and did Verizon know the location of each box in the City of Greenbelt. Mr. Gray noted that he will follow-up to see if there was a proactive plan to inspect the boxes.

Ms. Timmerman, 6907 Lady Ann Court, stated that her HOA's property manager was told he was unable to communicate with Verizon since he didn't have an account.

Mr. Putens noted in 2015, he and the board members of his HOA identified and inspected all the boxes in Greenbrook Estate. He explained that there were 20 pages of damaged boxes that were submitted to Verizon and Verizon didn't respond. Ms. Bobel and Mr. Gray asked for the information to follow-up.

There was discussion regarding double pole issues. Ms. Thomas explained that Verizon has a double pole program. Ms. Davis noted a double pole at Beltway Plaza and along Greenbelt

Road and Mr. Jim Sterling, the Director of Public Works, had a list of other locations. Mr. Gray stated that there is a break-down in communications between the utility companies and it is being addressed. Ms. Davis inquired about the excess loops of wires that are left on the pole. Mr. Gray responded the excess loops of wires are used for emergency maintenance. Mr. Gray explained the sequence of utilities' contacts and actions, noting Verizon is typically the last to be notified. Verizon was not the cause of the delay.

There was discussion regarding copper wire. Ms. Davis advised she received a letter from Verizon regarding discontinuing her copper wire service. Ms. Palau noted that the letter that was sent out from Verizon is harsh to the citizens. Ms. Bobel noted that Verizon is transitioning customers from copper wire to FIOS. Ms. Pope suggested the letter could be changed; make it clearer to the citizens and include a phone number to call to have someone explain the changes.

There was a brief discussion regarding Greenbelt Homes Inc. (GHI) receiving FIOS.

Mayor Byrd stated that the discussion would not include PEG and HD channels. Ms. Davis and Mr. Gervasi asked about PEG. Ms. Palau noted that PEG and HD channels would be discussed during the franchise negotiations. She explained that the City would participate in Countywide, multi-government franchise negotiations.

Ms. Davis noted during the Roosevelt Center Merchants Association (RCMA) meeting, the merchants stated FIOS couldn't be installed at some of the businesses at Roosevelt Center. Ms. Bobel indicated Verizon would follow-up.

Ms. Timmerman requested the loops of wire that are left on the poles be removed. She also requested when the boxes are installed, there would be a quality control check, and that techs keep enough wire in their tracks to avoid leaving coils of wire on the poles. Mr. Gray had explained the reasons for the coils of fiber on poles. He said Verizon would check and tighten where needed.

Several informational items were discussed.

The meeting ended at 9:26 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen
Administrative Assistant

WORK SESSION OF THE GREENBELT CITY COUNCIL held Saturday, February 22, 2020, for the purpose of discussing Council Goals.

Mayor Byrd started the meeting at 8:18 a.m. It was held in the Council Room of the Municipal Building.

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

Staff present were: Nicole Ard, City Manager; David Moran, Assistant City Manager; Bonita Anderson, City Clerk; and Shaniya Lashley-Mullen, Administrative Assistant.

Also present were: Catherine Tuck Parrish, Novak Consulting Group; Molly Lester and Bill Orleans.

Ms. Tuck Parrish introduced herself. She began by outlining the plan for the day and she challenged Council to be bold, temper expectations, and be patient.

Council introduced themselves and shared something they may have seen and/or experienced during their travels to the retreat.

Ms. Tuck Parrish provided an overview of the agenda. She also asked everyone his or her expectations of the retreat. Ms. Ard hoped to receive direction from Council to take back to the directors. Mr. Putens stated there was too much to be done in one day. He hoped to get some stuff done in the next 12 months. Ms. Mach hoped Council agrees on priorities. Ms. Davis hoped to give staff direction and be flexible. Mayor Byrd hoped to get clarity to the City Manager to focus on the next 1-2 years. Mr. Jordan hoped to identify priorities for staff and the City Manager. Mr. Roberts hoped to achieve some goals for a long time. Ms. Pope hopes that Council gets a clear understanding of realistic goals and be on the same page.

Ms. Tuck Parrish discussed the need for a framework. She asked what things must occur to achieve Greenbelt's desired future. The City's current goals were listed as the following:

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

Mr. Jordan noted that there would be a Community Vision Work Session and Council's Goals would be combined with the community vision.

There was discussion on the services the City provides and taxes. Councilmembers noted that Greenbelt has the 12th highest tax rate in Maryland and the City provides many services other communities don't offer. Mayor Byrd noted that instead of increasing taxes, Council should try to decrease taxes and still provide the same services.

Next, Council listed their individual top three priorities. Mr. Putens stated his three priorities were implementing a citywide camera program, secure the Armory for a fire station, and use the museum as a model to hire the director of the Old Greenbelt Theatre as a City employee. Ms. Davis noted her three priorities as continuing to oppose the Maglev, Hyperloop and the I-495 extension; enhance recreation in Greenbelt West with community input; and finalize the Tree Master Plan, double fund it, and then implement it. Mr. Jordan advised having fiscal restraint to avoid a tax increase, invest in Greenbelt West Infrastructure, and community economic development were his three priorities. Ms. Pope indicated her three priorities were transportation, Inclusionary Zoning, and repairs and expansion to the infrastructure. Ms. Pope also noted park enhancements would be her fourth priority. Mr. Roberts stated being a steward of the original City of Greenbelt, a new park in Greenbelt West and acquiring the Armory were his three priorities. Ms. Mach noted her three priorities were stopping the Maglev, opposing the transfer of the Baltimore Washington Parkway and I-495 extension; finding a better location for the firehouse and senior housing; and developing a strategy for revitalization of the Roosevelt Center. Mayor Byrd noted his three priorities were having sound fiscal management, having a steady tax rate, or decrease; recreation for the Greenbelt Station Community; and constructing the Washington Metropolitan Area Transit Authority (WMATA) Trail at Greenbelt Station Community.

Council members identified those items to prioritize over the coming Council term. Ms. Tuck Parrish reviewed the list. Ms. Tuck Parrish provided a list of their priorities that received Council consensus.

High Priorities

- *Complete the City Space Study (including security improvement)*
- *Acquire the Armory*
- *Senior Housing Opportunities*
- *Enhance Recreation Opportunities in Greenbelt West*
- *Greenbelt Road Streetscape*
- *Dog Park Improvements to the Existing Dog Park*
- *Finalize the NCO Zone*

Council made closing comments.

Mr. Orleans suggested that the work session should have been recorded and maybe there would have been more public participation.

The meeting ended at 12:13 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Administrative Assistant*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, March 4, 2020, to meet with the Greenbelt Postmaster.

Mayor Byrd started the meeting at 7:31 p.m. The meeting was held in the Community Center, 15 Crescent Road, room 201.

Present were: Councilmembers Judith F. Davis, Emmett V. Jordan, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts (8:05), and Mayor Colin A. Byrd. Councilmember Leta M. Mach was absent.

Staff present were: Nicole Ard, City Manager; and Shaniya Lashley-Mullen, Administrative Assistant.

Also present were: Carenda Tillery, Greenbelt Post Office; Germaine Timmerman, Bill Orleans, and others.

There was discussion regarding the employees at the Greenbelt Post Office. Ms. Tillery noted there are currently 32 employees at the Greenbelt Post Office. Ms. Davis inquired about postal carrier uniforms. Ms. Tillery responded that once the new postal carriers have worked for 90 days, the postal carriers would receive uniforms. Until then, the postal carriers would have a reflector vest with the USPS on the back.

Ms. Pope inquired about lost and altered mail. Ms. Tillery stated that the lost mail is not due to shortage of employees, it was due to new employees. Ms. Pope complained about poor and rude customer service at the Greenbelt Post Office.

Ms. Pope stated she had located three or four packages on Lakecrest Drive that had fallen out of the mail carrier's truck and she returned it to the mail carrier. Ms. Tillery asked for information, including did she see the packages fall from the carrier's truck.

There was discussion regarding gang mailboxes. Ms. Pope questioned why it is the responsibility of the Homeowners Association (HOAs) to replace the mailboxes. Ms. Tillery noted that when the customer loses the key or mailboxes are broken into, it is the responsibility of the HOAs. She also provided a website where to purchase the gang mailbox.

Based on a question asked by Ms. Davis on behalf of Ms. Mach, Ms. Tillery stated that littered, unopened mail on the sidewalk couldn't be blamed on the mail carrier if it wasn't witnessed being dropped. She noted that it could have been anyone who dropped the mail.

Ms. Davis asked about a rumor of a lost mailbox key, where the person has taken out checks from the mailboxes. Ms. Tillery stated that the mail carriers have to sign in and out the mailbox keys. She also stated that it would cost the Postal Service hundreds of thousands of dollars to change all the locks for the mailboxes. Ms. Tillery advised new blue mailboxes are being installed.

There was discussion regarding mail fraud. Ms. Tillery stated mail fraud is handled by the Postal Inspectors. Mr. Jordan inquired who to contact when packages are stolen. Ms. Tillery suggested contacting the Postal Service to file a claim as most packages are insured.

Mr. Putens informed Ms. Tillery about the tampering issues that have taken place in Greenbrook Estates within the last six months. Ms. Tillery noted that each individual would have to file his or her own report with the Postal Inspectors.

There was discussion regarding maintenance of the Postal Office. Ms. Davis commented that the outside of Postal Office looks shabby. Ms. Tillery explained she has submitted seven work orders since January to have several maintenance issues fixed. Ms. Davis suggested having a voluntary group plant flowers at the Greenbelt Post Office. Ms. Tillery agreed to contact USPS and follow-up with Council.

Mr. Jordan suggested placement of an additional bike rack at the Greenbelt Post Office. Ms. Tillery noted a work order has been submitted for the additional bike rack.

There was discussion regarding security at the Greenbelt Post Office. Mr. Jordan advised of homeless individuals sleeping in the post office lobby afterhours. Ms. Tillery noted that she had contacted the Postal Police and the Greenbelt Police Department and requested patrol during the evening hours. She stated she also has handled the issue when she worked at the post office late in the evenings.

Based on a question asked by Mr. Roberts regarding HVAC unit repairs, Ms. Tillery stated she has put in work orders when the HVAC unit wasn't working properly. She also noted that she also purchased fans and heaters for her and her staff. Mr. Roberts suggested writing letters to the legislators regarding the conditions at the Greenbelt Post Office.

Ms. Davis inquired about the inconsistent mail delivery times. Ms. Tillery indicated the mail is transferred to the Greenbelt Post Office from a sorting facility and there isn't a set time for the mail to get delivered.

Ms. Timmerman, Greenbelt resident, inquired if the HOAs buy replacement locks to the gang mailboxes, would the postal service replace the locks or could a private resident do so. Ms. Tillery indicated she would send a tech to replace the locks.

Several informational items were discussed.

The meeting ended at 8:38 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Administrative Assistant*

WORK SESSION OF THE GREENBELT CIT COUNCIL held Tuesday, March 10, 2020, for interviewing candidates for City Advisory Groups.

The meeting began at 7:40 p.m. It was held in the Library of the Municipal Building.

PRESENT WERE: Councilmembers Judith F. Davis, Leta M. Mach, Edward V. J. Putens (7:43pm), and Mayor Colin A. Byrd. Councilmember Emmett V. Jordan, Silke I. Pope, and Rodney M. Roberts were absent.

STAFF PRESENT: Shaniya Lashley-Mullen, Administrative Assistant.

Sudhanshu Sinha was interviewed for appointment to the Advisory Committee on Trees, Advisory Planning Board, Community Relations Advisory Board, Forest Preserve Advisory Board, Greenbelt Advisory Committee on Environmental Sustainability and Park & Recreation Advisory Board.

The meeting was adjourned at 7:52 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Administrative Assistant*

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held Tuesday, March 10, 2020.

Mayor Byrd called the meeting to order at 8:00 p.m.

ROLL CALL was answered by Councilmembers Judith F. Davis, Emmett V. Jordan, Leta M. Mach, Silke I. Pope (8:20 pm), Edward V.J. Putens, Rodney M. Roberts, and Mayor Colin A. Byrd.

ALSO PRESENT were Nicole Ard, City Manager; David Moran, Assistant City Manager; Charise Liggins, Economic Development Coordinator; Dr. Luisa Robles, Sustainability Coordinator; Brian Townsend, Assistant Director-Parks; Chief Richard Bowers and Captain Gordon Pracht, Greenbelt Police; Terri Hruby, Director of Planning & Community Development; Todd Pounds, City Solicitor; and Shaniya Lashley-Mullen, Administrative Assistant.

Mayor Byrd asked for a moment of silence in honor of Greenbelt's former resident Leroy F. Bowen. Mr. Putens then led the Pledge of Allegiance to the flag.

CONSENT AGENDA: Ms. Davis moved that the minutes of Work Session November 5, 2018; April 29, 2019; January 15, 2020, and February 19, 2020, be removed. Ms. Mach seconded that the consent agenda be approved as amended. The motion carried 6-0.

Council thereby took the following actions:

Appointment to Advisory Groups: Council appointed Patrick Carroll to the Youth Advisory Committee.

Greenbelt Postal Letters: Council approved the letters.

APPROVAL OF AGENDA: It was moved by Mr. Putens and seconded by Ms. Davis that the agenda be approved as amended. The motion carried 6-0.

PRESENTATIONS:

Government Finance Officers Association (GFOA): Mayor Byrd announced that the City had received the GFOA Distinguished Budget Presentation Award for the Fiscal Year 2019 Budget. Nicole Ard, City Manager, thanked Council for the award. She accepted it on behalf of all the individuals involved in the budget process including David Moran, Anne Marie Belton, Beverly Palau, and Department Heads.

National Women's History Month Proclamation: Mayor Byrd read a Proclamation to recognize March as National Women's History Month. Councilmembers Davis and Mach received the proclamation.

The Friends of Greenbelt Theatre Presentation on Second Screen Renovation: Dr. Catlin McGrath stated that the Friends of Greenbelt Theatre (FOGT) was seeking Council approval on

construction of the connecting door from the historic theatre to the Pop-Up space. Mr. Roberts noted the windows of the Old Greenbelt Theatre had the original trim. Ms. Davis moved to have this item placed on the next agenda for Council discussion and action.

There was discussion regarding the time-sensitivity of the project. Dr. McGrath noted that the project is estimated to be 8-12 weeks. She stated that each day the Pop-Up is closed the Old Greenbelt Theatre loses \$500 a day in revenue.

Ms. Hruby noted that the staff had not had an opportunity to fully review the renovation plans.

The motion passed 7-0.

PETITIONS AND REQUESTS:

Bill Orleans, Greenbelt resident, requested the vendors to come and fix the audio in the Council Chambers. He also requested all candidates of the Maryland Primary to come to a Council meeting for a presentation.

Michael Gelen, 2 B Westway, inquired about the status of hiring the Recreation Director. Ms. Ard agreed to discuss the matter offline.

ADMINISTRATIVE REPORTS:

Ms. Ard provided an update on COVID-19. Ms. Ard noted the City's Continuity of Operation Planning (COOP). Ms. Ard stated the State and County are the lead agencies. Ms. Ard indicated the City would be providing updated information on the City's website, social media, and inclement weather line. Ms. Ard noted that activities may be canceled and operations conducted differently to protect public health.

Ms. Pope inquired about the status of the State's repair of the ramp from Edmonston Road to Kenilworth Avenue. Ms. Ard noted she would follow up with the State Highway Administration.

LEGISLATION:

A Resolution to Repeal and Reenact with Amendment Resolution Number 2065 to Adopt
Standing Rules for the Council of the City of Greenbelt, Maryland
-2nd Reading, Adoption

Mayor Byrd read the agenda comments.

Ms. Mach introduced the resolution for seconding reading and moved that it be adopted. Ms. Davis seconded.

There was discussion regarding changing the Council's oath. Ms. Mach noted that would be a separate

item on the agenda.

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

The resolution was declared adopted (Resolution No. 2081, Book 8).

A Resolution for State Enterprise Zone Designation

- 1st Reading, Suspension of Rules
- 2nd Reading, Adoption

Mayor Byrd read the agenda comments.

Mr. Putens introduced the resolution for the first reading and suspension of the rules.

The motion passed 4-3. (Ms. Davis, Mr. Roberts, and Mayor Byrd opposed)

Mr. Jordan suggested expanding the County Proposed Enterprise Zone to the existing Hub Zone on Edmonston Road.

Andre' Plummer, Prince George's County Economic Development Corporation (EDC), explained the State Enterprise Zone Program, the County's effort to renew an expired program, and provided Council with a presentation of potential zone boundaries.

There was discussion on the locations of the census tract. Mr. Plummer noted the tax incentives and tax credits are for commercial business only and not residential. Mr. Plummer stated based on the census tract data per the City's request; the EDC included the following expansion areas: additional commercial property on Greenbelt Road, Edmonston Road, and in the immediate vicinity of Franklin Park. Capital Office Park didn't qualify.

Based on a question asked by Ms. Davis, Mr. Plummer advised Berwyn Heights would have to provide its own resolution.

Mr. Kapastin suggested adding the following address zone boundaries, 5700 Greenbelt Road; 5601 Cherrywood Lane; 5801 Greenbelt Road; 5910 Greenbelt Road; 5900 Greenbelt Road; and 5930 Greenbelt Road.

Ms. Davis motioned to table this discussion to the next regular meeting. Mr. Jordan seconded the motion.

The motion passed 6-1. (Mr. Roberts opposed)

Special Ordered – Establishment of Firefly Sanctuary

Mr. Roberts special ordered the Establishment of Firefly Sanctuary. Ms. Davis seconded the motion.

The motion passed 7-0.

Mayor Byrd read the agenda comments.

There was a discussion regarding other firefly sanctuary locations. Ms. Canter noted of a location in Connecticut and Mexico.

Mr. Roberts inquired about Greenbelt Homes Inc.'s (GHI) feedback. Mr. Steve Skolink, President of the GHI Board, noted that GHI has a pesticide policy in place. He advised the fireflies are on the City property and if the fireflies migrate to the GHI property it wouldn't be a problem. Mr. Roberts noted the area would not be mowed which was what feedback was requested on.

Ms. Davis moved to establish a firefly sanctuary. Mr. Roberts seconded the motion.

The motion passed 7-0.

A Resolution to Abrogate Resolution 2068, which was for Installation of Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption to EDF Renewables Distributed Solutions of Columbia, Maryland (Solar Farm)

- 1st Reading, Suspension of the Rules
- 2nd Reading, Adoption

Mayor Byrd read the agenda comments.

Mr. Jordan introduced the resolution for the first reading and suspension of the rules.

The motion passed 6-1. (Mr. Roberts opposed the Suspension of the Rules)

There was discussion regarding switching the solar farm company and location. Dr. Robles explained to Council that EDF could not receive their approval permits from Pepco based on location near DC. Mr. Skolink noted EDF made a promise the company couldn't keep.

Based on a question asked by Mr. Roberts, Mr. Skolink stated the property of Standard Solar is in Southern Maryland. He also noted the Standard Solar term would be for 20 years.

Mr. Jordan introduced the resolution for seconding reading and moved that it be adopted. Ms. Davis seconded.

ROLL CALL: Ms. Davis - Yes

Mr. Jordan	-	Yes
Ms. Mach	-	Yes
Ms. Pope	-	Yes
Mr. Putens	-	Yes
Mr. Roberts	-	Yes
Mayor Byrd	-	Yes

The resolution was declared adopted (Resolution No. 2082, Book 8).

A Resolution to Negotiate the Installation of Solar Photovoltaic Energy System to Offset
Municipal Consumption to Standard Solar, Inc. of Rockville, Maryland (Solar Farm)
- 1st Reading

Mayor Byrd read the agenda comments.

Mr. Jordan introduced the resolution for the first reading.

OTHER BUSINESS

Buddy Attick Parking Lot Project Update

Mayor Byrd read the agenda comments.

Mr. Jordan stated he had requested this item to be placed on the agenda.

Ms. Hruby provided Council with an update on the Buddy Attick Parking Lot Project. She noted that the project was awaiting final permitting before going out for construction bids.

Mr. Roberts inquired about the plans to cut down the pine trees. Ms. Hruby noted that not all the pine trees would be cut down. Ms. Hruby indicated that at a previous work session, Council approved the amount of trees.

There was discussion on the delay of the project. Ms. Hruby noted various agencies must complete review permits for the project to go forward.

MOU with Prince George's County for Police Computer Software

Mayor Byrd read the agenda comments.

Ms. Pope moved to approve the MOU with Prince George's County for Police Computer Software. Mr. Jordan seconded.

There was discussion on whether Motorola would have access to the software. Chief Bowers noted that the City would own the hardware and the data would be stored on the Prince George's County server.

The motion passed 7-0.

Approval of the Advisory Committee on Trees Report #2020-1

Mayor Byrd read the agenda comments.

There was discussion regarding the species of tree to be used to replace the Eleanor Roosevelt Tree. Dr. Jackman noted that it would be an American Holly Hybrid, which grows between 7 and 8 feet tall.

Mr. Townsend noted it was he hoped to have the tree planted soon and to hold the plaque ceremony later.

The motion passed 7-0.

Hanover Parkway Bikeway Facility Feasibility Study

Mayor Byrd read the agenda comments.

Ms. Mach moved to support Staff's recommendation for the off-road decision option for the Hanover Parkway Bikeway and to direct staff to authorize the City consultant to move forward and to develop 30% design drawings for the priority area. Mr. Jordan seconded.

The motion passed 7-0.

State Legislation

Mayor Byrd read the agenda comments.

Ms. Davis moved Council support HB 1087 – Business Occupations and Professions – Architects – Scope of Licensure. Mr. Putens seconded.

There was a brief discussion about the bill.

Ms. Davis suggested sending a letter thanking Delegates Williams and Washington.

Council decided not to take a position on HB 1628 – Sales and Use Tax – Rate Reduction and Services.

County Wide Map Amendment

Mayor Byrd read the agenda comments.

There was discussion regarding the memo. Mr. Roberts requested the letter come back to Council for approval.

Ms. Hruby provided Council with a presentation of the changes of the map amendment.

Regulating Cable Companies

Councilmember Roberts requested this item to be included on the agenda.

Ms. Pope noted that she would like to have an ordinance regarding the regulation of cable companies on the March 23rd regular meeting.

Mr. Pounds agreed to prepare that ordinance. There was discussion regarding the regulation of cable companies. Ms. Palau noted that the regulation of cable companies is outlined in the Franchise Agreement and City Code. It was also noted that telecommunication attorneys would be available at a Council Work Session that would be held later in the week.

Greenbelt Post Office Issues Letter

Mayor Byrd noted that this item was approved on the consent agenda; he wanted a separate letter to be mailed out to the Congressional delegation.

Mr. Putens requested a work session with the Postal Inspector.

Council Activities:

- Metropolitan Washington Council of Governments Air Quality Committee Meeting – (Ms. Mach)
- Cookies at the Bridge – (Ms. Mach, Ms. Pope)
- Delegate Washington Table Talk – (Mayor Byrd, Mr. Jordan, Ms. Davis, Ms. Mach)
- Bond Initiative Day, Annapolis – (Ms. Mach, Ms. Davis)
- Washington Metropolitan Area Transit Authority Budget Hearing HQ Testify – (Mr. Jordan)
- University of Maryland Smart Cities Coalition, Utility Metering – (Mr. Jordan)
- Mid-Winter Business Coffee – (Mayor Byrd, Mr. Jordan, Ms. Davis, Ms. Mach)
- Delegate Williams Maglev Bill 1238 -Testimony, Annapolis – (Mr. Jordan)
- Greenbriar Community Meeting, Greenbelt Police – (Mr. Jordan, Ms. Davis, Mr. Putens)
- Legislative Dinner, Annapolis (Mayor Byrd, Mr. Jordan, Ms. Davis, Ms. Mach, Ms. Pope, Mr. Putens, and Mr. Roberts)
- MML Legislative Committee, Conference Call – (Ms. Davis)
- NLC Congressional Cities Conference DC – (Mr. Jordan, Ms. Davis, Ms. Pope, Mr. Putens, Ms. Mach)

Council Reports: None

MEETINGS: Council reviewed the meeting schedule.

ADJOURNMENT: Mr. Jordan moved to adjourn the meeting. Ms. Pope seconded. The motion passed 7-0.

Mayor Byrd adjourned the regular meeting of Tuesday, March 10, 2020, at 11:39 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen
Administrative Assistant

"I hereby certify that the above and foregoing is a true and correct report of the regular meeting of the City Council of Greenbelt, Maryland, held on March 10, 2020"

Colin A. Byrd
Mayor

DRAFT

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: COMMUNICATIONS

Agenda Section:

Subject:

* Committee Reports

Suggested Action:

Attachments:

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section:

Subject:

* Forest Preserve Advisory Board (FPAB) - Report #2020-02 (Final Report A. Morton Thomas & Associates)

Suggested Action:

It is recommended that Council accept this report.

Attachments:

[FPAB Report to Council 2020-02.pdf](#)

**FOREST PRESERVE ADVISORY BOARD
REPORT TO COUNCIL**

Report # 2020-02

SUBJECT: Recommendation that Council accept the final report of A. Morton Thomas & Associates Regarding the Forest Preserve

DATE: February 2, 2020

BACKGROUND: In 2015, A. Morton Thomas & Associates was contracted to assess the Greenbelt Forest Preserve and review the relevant sections of the City Code as well as the Forest Preserve Maintenance Guidelines. An initial draft of a report, entitled “Forest Health Assessment Report for North Preserve & South Preserve of the Greenbelt Forest Preserve”, was received in April of 2016. After the initial draft was received, AMT attended a meeting of the FPAB, participated in a city council work session, and held a walk through the North Woods that was open to the public. The FPAB provided AMT extensive written feedback on the initial draft of the report. This feedback was communicated to the City Council in FPAB report 2017-01. AMT revised the report in August of 2018 and again in September of 2019.

DISCUSSION: As specified in the report to council, the FPAB felt that there were numerous shortcomings in the initial report. These included a lack of GPS coordinates for the forest assessment plots, unclear data collection methods, outdated standards used to map vegetation communities, incorrect plant identification, listing native plant species as invasive and insufficiently detailed management recommendations. The FPAB had anticipated receiving detailed recommendations for each forest stand, but instead received a table stating that all parts of the forest preserve were “high priority”.

The most recent update addresses some but not all of these concerns. GPS coordinates were provided for the forest assessment plots, native plants are no longer listed as invasive and some improvements have been made to the plant identification. Unfortunately, the vegetation communities are still identified using outdated standards and there are no stand specific management recommendations or priorities.

RECOMMENDATION: FPAB recommends that, despite the shortcomings of the report, Council should accept the final draft. While the board had hoped for a more detailed report, the work of AMT was helpful in drafting the new Stewardship Guidelines, and was particularly helpful in suggesting updates to City Code. The board feels that, given the passage of time and turnover in AMT staff, there is no reason to expect further improvements to the report, and that if AMT was capable of providing more detailed recommendations they would have already done so. We see no reason for additional city staff time to be spent pursuing additional revisions. Since AMT did not fulfill the contract, the city does not owe them any further compensation.

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section:

Subject:

* Forest Preserve Advisory Board (FPAB) - Report #2020-03 (Zoning for the Greenbelt Forest Preserve)

Suggested Action:

It is recommended that Council accept this report.

Attachments:

[FPAB Report to Council 2020-03.pdf](#)

[Reserved Open Space Map.pdf](#)

**Greenbelt Forest Preserve Advisory Board
Report to City Council**

Report #2020-03

Subject: Zoning for the Greenbelt Forest Preserve

Date: March 12, 2020

1. Recommendation

Based on the protection that the Greenbelt city code gives to the Forest Preserve, the Forest Preserve Advisory Board recommends that the city work with the county to have the Forest Preserve re-zoned as Reserved Open Space (ROS). In municipalities adjacent to Greenbelt, a wide range of green space is zoned as Reserved Open Space, including forests and also parks with mowed lawns, paved paths, and athletic fields. Green space is valued in Greenbelt, which draws attention to the incongruity of Greenbelt's zoning compared with how green space is zoned in neighboring towns. The Forest Preserve Advisory Board also believes that the forest in two additional city-owned tracts is worthy of Reserved Open Space zoning: Greenbrier Park (next to Eleanor Roosevelt High School) and Schrom Hills Park.

2. "Reserved Open Space" Defined

On October 23, 2018, the county council approved a rewrite of the county's zoning ordinance, and in that rewrite, the purpose of the Reserved Open Space zone was stated:¹

The purposes of the Reserved Open Space (ROS) are to encourage the preservation of large areas of agriculture, trees, and open spaces; to protect scenic and environmentally-sensitive areas; to ensure the retention of certain areas for nonintensive, active, or passive recreation uses; and to provide for a limited range of public, recreational, and agricultural uses. The use of the ROS Zone is intended to facilitate the permanent maintenance of certain areas of the County, both publicly and privately owned, in an undeveloped state.

This language from 2018 is almost word-for-word the same as the zoning ordinance's definition of Reserved Open Space that has been in-force since the county council created this zoning category in 1994. The county's zoning map gives a rather broad interpretation to Reserved Open Space that includes nature preserves, forests, athletic fields, paved tennis courts, recreation centers, and the parking lots that serve them.

The county considers Reserved Open Space to be "undeveloped" land while the county uses other zoning categories for land that is available for "low density" development. An example of a low-density-development zone is "Open Space" (OS). This zone allows subdivisions with lots at

¹ Quoted text is from Section 27-4201(b) of the document "Part 27-4 Zone and Zone Regulations" (PG County, 2018). Essentially identical language existed in the county's zoning ordinance prior to the 2018 rewrite and as of February 2020 can still be located in the Prince George's County code, Section 27-424.05(a), https://library.municode.com/md/prince_george%27s_county/codes/code_of_ordinances.

least 5 acres big. The 2018 zoning rewrite gave this 5-acre-lot zone a new name of "Agriculture and Preservation" (AG) while retaining the idea that land in this zone is available for "low density and development intensity" [sic] and for "economic use" that includes "residential estates." ²

Zoning has a limited but important purpose. While zoning can change from time to time, it is always meant to reflect the highest-density construction possible on a particular land parcel given the currently-in-force county master plan, applicable local planning documents, and any exceptions approved by the county zoning authority. The county's zoning map serves as a "cheat sheet" so that developers, politicians, and residents can quickly remind themselves of what, if any, further development is conceivable on any given parcel at the present time. The county applies zoning to government land (local, county, state, and federal). Such zoning lacks the compulsory force that zoning has on private land. The zoning of government-owned land nonetheless serves to announce the maximum level of development that is appropriate for that land in light of currently-in-force planning documents.

3. Map of "Reserved Open Space" in or near Greenbelt

The map that accompanies this report shows in light green the land that is currently zoned Reserved Open Space in Greenbelt and neighboring towns. Dark green indicates land in Greenbelt that the Forest Preserve Advisory Board recommends as Reserved Open Space but that is currently zoned otherwise.

The map shows that the county, state, and federal government have all worked hard to purchase and preserve green space along stream valleys in the Greenbelt area, including along Paint Branch, Indian Creek, Still Creek, and the Northwest Branch of the Anacostia River. The land that the Forest Preserve Advisory Board recommends as Reserved Open Space in Greenbelt contributes to this sort of ecological preservation. The North Woods and Hamilton Woods tracts of the Forest Preserve contain Goddard Branch, which flows into Beaverdam Creek and from there into Indian Creek. Greenbrier Park contains a water feature that flows into Goddard Branch and the Boxwood tract of the Forest Preserve contains a water feature that flows into Indian Creek. The Sunrise tract of the Forest Preserve and Schrom Hills Park contain the main tributary to Still Creek.

4. Current Zoning in Greenbelt

The following table lists the current zoning of the five tracts of the Greenbelt Forest Preserve and two other high-quality forested tracts that the Forest Preserve Advisory Board has identified.

² Quote from 2018 zoning rewrite taken from Section 27-4201(c) of PG County (2018). Prior to the 2018 zoning rewrite, see the zoning ordinance, Section 22-444 (b) (6a).

Table 1. Land in Greenbelt that appears to qualify as Reserved Open Space (ROS)

Location	Current Zoning and Acreage ^a
North Woods tract, Forest Preserve	R-R (102.6 acres) O-S (52.9 acres)
South Woods tract, Forest Preserve	O-S (88 acres)
Boxwood tract, Forest Preserve	O-S (8.8 acres)
Belle Point tract, Forest Preserve	O-S (12.9 acres)
Sunrise tract, Forest Preserve	R-18C (10.0 acres) R-R (0.6 acres)
Greenbrier Park next to Eleanor Roosevelt High School	R-18 (7.0 acres)
Schrom Hills Park	O-S (40.5 acres) R-R (1.2 acres) R-T (0.6 acres)

^a Multifamily Medium Density Residential-Commercial (R-18C), Multifamily Medium Density Residential (R-18), Rural Residential (R-R), Townhouse (R-T), One-family Detached, and Open Space (O-S).

Reserved Open Space in Greenbelt is currently limited to the following land:

- State conservation land: A 75.5-acre parcel of forest and wetlands along Indian Creek south of the Greenbelt Metro station, established by the Greenbelt Metro Sector Plan and Sectional Map Amendment (MNCPPC 2013).
- Two parcels of PG County Board of Education land: A 16-acre parcel that contains forest and the city-maintained Mandan Park south of Greenbelt Road; and a 10-acre parcel of forest that contains a fitness trail north of Greenbelt Road and adjacent to NASA Goddard.
- National Park Service land: Greenbelt Park and the Baltimore Washington Parkway.³

5. Greenbelt's Zoning History

For reasons related to Greenbelt's history as a planned community, Greenbelt's municipal government has greater responsibility over its parkland and recreation programming than do neighboring municipalities. To a large degree, Greenbelt is responsible for purchasing parkland, maintaining parks and forests, and developing planning documents that govern green space within city limits. Neighboring towns merely advise the county government on such green-space issues within their boundaries. The county government does hold zoning authority over Greenbelt, which requires the city government to call on the county for redress when zoning becomes out of sync with Greenbelt's own vision for its future.

³ The National Park Service's Baltimore Washington Parkway was zoned Reserved Open Space in 1998 although pgatlas.com today does not show the zoning of roads. See amendment #2 of MNCPPC (2013).

When Greenbelt was established during the New Deal, the federal government envisioned that the town would be surrounded in perpetuity by a belt of green and that the town's center would feature a large block of recreation space, parkland, and forest centered on Greenbelt Lake. In the 1950s, the federal agency that inherited responsibility for Greenbelt lacked enthusiasm for the original plan and sold off most of the town's forestland to developers. A few years later, the precursor to Greenbelt Homes Inc. sold much of the remaining belt of green to developers.

Greenbelt residents never forgot the original vision for Greenbelt. Beginning in the 1960s, the city council and Greenbelt residents began the long-term project of reclaiming the town's green space. In 2007, this effort culminated in the strong environmental protections for the Forest Preserve that were enshrining in the Greenbelt City code. The city clearly intends to continue being a good steward, as evidenced by the town's 2019 master plan for parkland (*Recreation and Park Facilities Master Plan*) and in the 2019 update to the management guidelines for the Forest Preserve (*Forest Preserve Stewardship Guidelines*).

Deviating from this pro-conservation story is the fact that Reserved Open Space zoning has not yet been applied to the town's large tracts of green space. For example, the Sunrise tract of the Forest Preserve and portions of nearby Schrom Hills Park retain the town-house zoning or medium-density-residential zoning that existed prior to the city purchasing the land. For another thing, the Greenbelt City Council in 1998 declined the county's invitation to have green space in town rezoned as Reserved Open Space. In so doing, the city council rejected the Greenbelt planning department's recommendation that was in favor of Reserved Open Space zoning.⁴ As a result, the county excluded Greenbelt's city-owned land when it applied, in 1998, the Reserved Open Space zone to thousands of acres of public parks, forest, athletic fields, and other green space.

On October 23, 2018, the county council approved a new zoning ordinance that retains the Reserved Open Space (ROS) zone for undeveloped land and recreation land. Also in October 2018, the county began work on a "Countywide Sectional Map Amendment" (CMA), a bill to revise the county's zoning map to reflect the newly approved zoning categories. By December 2019, the county allowed the public to see a draft map of the county zones that would occur once the county council approves the pending Map Amendment in 2020. This information was disseminated in various ways including via an online "swipe tool."⁵

As of early March 2020, the Countywide Sectional Map Amendment does not show any parcels in Greenbelt being added or removed from the Reserve Open Space zone. Nonetheless, there may still be time for the Greenbelt city council to request that parcels in Greenbelt be

⁴ Minute of 26 Jan 1988 Greenbelt city council meeting; See also *Greenbelt News Review* (5 Feb 1998).

⁵ See "Proposed Zoning Comparison Tool", <http://zoningpgc.pgplanning.com/zoning-swipe-tool/>.

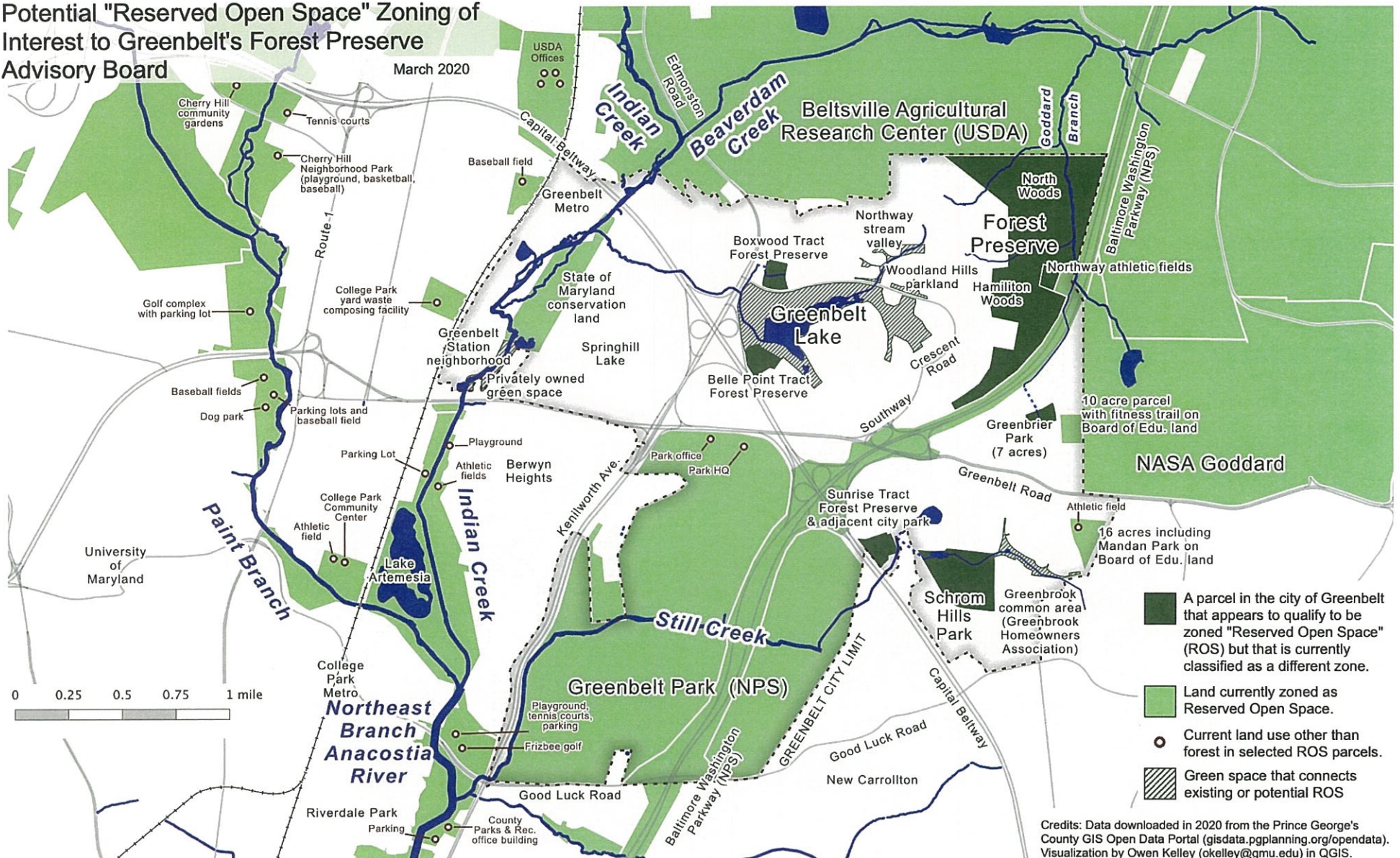
zoned Reserved Open Space as part of this Map Amendment. The Forest Preserve Advisory Board recommends that the city council work toward having Reserve Open Space zoning for all tracts of the Greenbelt Forest Preserve whether or not this rezoning can occur within this Countywide Sectional Map Amendment.

References

- City of Greenbelt, 2020: *Forest Preserve Stewardship Guidelines*. Written by the Forest Preserve Advisory Board in 2019. Approved by the Greenbelt City Council in February 2020.
- City of Greenbelt, Jan. 2019: *Recreation and Park Facilities Master Plan*. 143 pp. Available online at <https://www.greenbeltnmd.gov/>.
- County Council of Prince George County sitting as the District [zoning] Council, 1994: An ordinance for the purpose of creating a Reserved Open Space (ROS) zone. Council Bill CB-73-1994. Introduced 27 September 1994 by Council Member Del Giudice. Enacted 25 October 1994. Taking effect 31 December 1994.
- County Council of Prince George County sitting as the District [zoning] Council, 1994: Agenda Item Summary for "An Ordinance for the purpose of creating a Reserved Open Space (ROS) Zone." 4 pp.
- GIS Open Data Portal. website. <https://gisdata.pgplanning.org/opendata/>. This data was used in QGIS to create the map that accompanies this report. The data can also be displayed using the online GIS at <https://pgatlas.com/>.
- Greenbelt City Council, 26 Jan 1988: Minutes of City Council meeting. Available online at <https://www.greenbeltnmd.gov/>.
- MNCPPC, March 2013: *Approved Greenbelt Metro Area and MD 193 Corridor Plan and Sectional Map Amendment*. MNCPPC Prince George's County Planning Department. 440 pp. Available online at http://mncppcapps.org/planning/publications/BookDetail.cfm?item_id=278.
- MNCPPC, May 1998: Approved Countywide Map Amendment (CMA) for the Reserved Open Space (ROS) Zone in Prince George's County. Maryland-National Capital Park and Planning Commission. 84 pp. Available online at <http://www.mncppcapps.org/planning/Publications/PDFs/115/Aproved%20Countywide%20Map%20Amendment%20for%20the%20Reserved%20Open%20Space%20Zone%20in%20Prince%20Georges%20County%20May%201998.pdf>. The CMA was initiated by Council Resolution CR-73-1994, and the CMA was approved by Council Resolutionn CR-42-1998.
- Oberg, D., 5 Feb 1998: Council opposes rezoning parks as open space. *Greenbelt News Review*, page 1.
- Prince George's County, 2020: Code of Ordinances. Available online at https://library.municode.com/md/prince_george%27s_county/codes/code_of_ordinances. The "county code" that includes the definitions of zoning categories that are currently in force as of March 2020 and that are expected to be superseded later in 2020 by the new zoning ordinance approved by the county council on October 23, 2018.
- Prince George's County, 2018: Part 27-4 Zone and Zone Regulations. Available online at <https://princegeorgescountymd.legistar.com/View.ashx?M=F&ID=7137958&GUID=109F2762-E70F-45F4-85A3-F631FE6C0ECE>. To find this document in early 2020, go to the county's zoning rewrite portal (<https://pgccouncil.us/589/Zoning-Ordinance-Rewrite-Portal>) and click on CB-013-2018 to go to the legislative history of the zoning rewrite bill (<https://princegeorgescountymd.legistar.com/LegislationDetail.aspx?ID=3482803&GUID=0ABC9FC5-E9D8-4850-A8A5-3C1CDC0D6CE3&Options=ID%7CText%7C&Search=>). This document describes the new zoning categories.

Potential "Reserved Open Space" Zoning of Interest to Greenbelt's Forest Preserve Advisory Board

March 2020



City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section:

Subject:

* Arts Advisory Board (AAB) Report #20-3 (Proposed Gift of Artwork from K. Karlson, Artist in Residence)

Suggested Action:

It is recommended that Council accept this report.

Attachments:

[AAB Report 20-3 Public Art Proposal from Kathy Karlson.pdf](#)

[Kathy Karlson proposal 2-28-20.pdf](#)

[Karlson 1.jpg](#)

[Karlson 2.jpg](#)

[Karlson 3.jpg](#)

[Karlson 4.jpg](#)

Greenbelt Arts Advisory Board Report 20-3

To: Greenbelt City Council
Date: March 13, 2020
Subject: Proposed Gift of Artwork from Kathy Karlson, Artist in Residence

At their March 3, 2020 meeting, the Greenbelt Arts Advisory Board reviewed a public art proposal from painter Kathy Karlson. Ms. Karlson, a resident of University Park, MD, has been an Artist in Residence at the Greenbelt Community Center since 2006. She is interested in creating and donating a painting with one or more panels for long-term display in the interior, brick stairwell of the Greenbelt Municipal Building. The composition would be colorful and non-representational, with an estimated overall scale of about 4' wide by 8' tall. The artwork would be created with the above location in mind, but it would not be installed in a permanent manner; it could be relocated at a later time as needed. In accordance with the city's public art procedural guidelines, the minimal duration of display would be three months; however, the painting is intended to remain on view indefinitely.

Ms. Karlson's proposal letter, her resume, and examples of her work are attached here for your reference. This report is provided for Council's information; no recommendation is being made, and no action is needed at this time.

Ms. Karlson is requesting installation assistance and reimbursement for her material expenses. Her precise costs have yet to be determined pending resolution of technical questions concerning the substrate and installation methods, but the total is not expected to exceed \$600. The estimated value of the painting which Ms. Karlson intends to donate is \$3,000, based on her prior sales.

AAB members present at the March 3 meeting were receptive to the proposal and unanimously decided to advance it to the next step. In accordance with the city's public art procedures, AAB will invite public input concerning the proposal at a future meeting, TBA.

The stakeholders for this project include city staff who work at the Greenbelt Municipal Building as well as the general public. Prior to board's meeting, AAB staff liaison Nicole DeWald will reach out to all applicable departments to invite staff input either at the meeting or by email. Staff will also provide enhanced advertisement of the meeting. The Arts Advisory Board will consider the input of citizens and other stakeholders. Per procedural guidelines, the Board will make a recommendation to Council in a separate report, advising as to whether the city should accept Ms. Karlson's generous offer.

Respectfully Submitted,
Kristin Stenson, Chair, Arts Advisory Board

Attachments: Initial proposal (subject to revision), resume and sample images from Kathy Karlson

To the Members of the Greenbelt Arts Advisory Board

From Kathy Karlson, Ph.D., Artist in Residence, Greenbelt

February 28, 2020

In response to the Greenbelt public art program, I would like to donate my time to make a large painting for the central staircase of the Municipal Building. The painting would be acrylic with a vertical format of 8' X 5'. As a longtime Artist in Residence, I have made many friends in Greenbelt and appreciate the support of the community, the staff of the Center and artist colleagues.

Greenbelt has made my artist's life satisfying and often joyful through work in the Art Gallery, in teaching participants in the yearly large painting parties, inviting kids to paint with me, bringing material to the Sew for Charity group, the Artful Afternoons, and so on.

The painting would be a gift, something permanent for the city.

I have donated more than 80 works to SOME, the DC organization for the homeless, for their many offices, residences in the District, their rehab program in West Virginia and for their yearly GALA auction. I was commissioned in 2018 (and 2019) to make ten 3' X 5' paintings for SOME's new Conway Center that has residences, job training and other activities. And I will continue to support their work.

For the proposed project, I would like to be reimbursed up to \$400, please, for materials - similar to my arrangements with SOME for the Conway Center. For insurance purposes, I would estimate the value of my gift to the city at \$3,000.

I have shown work in galleries, schools, churches, universities, and so on, but am now interested in selling work to people who come to my studio. I have at least 100 works in private collections and try to make my work affordable. Please go to my website, kathykarlson.com for more information about me and for examples of my work. And please see the attached images of a few of my paintings.

Thank you for considering my proposal to have my work at City Hall. This project would allow me to grow as an artist; I am interested in working in a larger format and having an outlet for the new work will let me pursue that goal as well as repaying my gratitude to the city.









City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Brian Kim

Submitting Department: Public Works

Item Type: Resolution

Agenda Section:

Subject:

A Resolution to Negotiate the Installation of Solar Photovoltaic Energy System to Offset Municipal Consumption to Standard Solar, Inc. of Rockville, MD (Solar Farm)
- 2nd Reading and Adoption

Suggested Action:

Reference:

Resolution

Memo, J. Sterling, 03/02/2020

RFP Solar PVES to Offset Municipal Electricity Consumption

In 2012, the City of Greenbelt began participating in the Maryland Smart Energy Communities (MSEC) program through the Maryland Energy Administration (MEA). As part of the MSEC program, the City agreed to work towards accomplishing two goals of the program. The first goal was to reduce electricity consumption 15% by 2017 from the 2012 baseline. The second goal was to provide 20% of the electricity from renewable sources by 2022. During the first four years of the MSEC grant program, applications were made towards efforts to reduce electricity consumption. In 2017, the focus was placed on addressing the renewable energy goal.

In 2017, the Department of Public Works submitted a MSEC application to provide photovoltaic systems at the Public Works building and the Springhill Lake Recreation Center (SLRC) building. The MSEC awarded \$58,500 towards these projects, a fraction of the original \$175,000 request. Staff then submitted an attachment to MEA detailing how the \$58,500 was going to be spent. The attachment was approved to install a photovoltaic system at the Springhill Lake Recreation Center. The SLRC solar project only provides a very small percentage of renewable energy towards the renewable source goal.

Staff and the Solar Task Force (staff) carefully reviewed the proposals and checked references to determine which company would provide the City with the best value. Staff believed they had three very promising proposals. All three RFP proposals met the requirements of the RFP, and all three companies received positive recommendations from their previous clients.

Staff interviewed the three companies that submitted proposals. The three companies were: WGL Energy (WGL), EDF Renewables Distributed Solutions (EDF), and Standard Solar. The interviews took place in late May and early June of 2018.

Staff has carefully reviewed all proposals and believes Standard Solar's proposal is the best value. Staff recommends that Council award the RFP for the Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption, to Standard Solar, Inc., 1355 Piccard Drive, Suite 300, Rockville, MD 20850. Staff also recommends Council direct staff to work with the City's Attorney and Standard Solar's Attorney to develop a

twenty (20) year Power Purchase Agreement consistent with all the requirements of the Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption RFP dated January 18, 2018.

Mr. Jordan introduced this resolution for first reading at the last meeting. It is recommended the resolution be introduced for second reading and moved for adoption tonight.

Attachments:

[Resolution Standard Solar \(solar farm\).pdf](#)

[Solar Farm Project 2020 Award Memo.pdf](#)

[RFP Solar PVES to Offset Municipal Electricity Consumption_Final.pdf](#)

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

RESOLUTION NUMBER XXXX

A RESOLUTION TO NEGOTIATE THE INSTALLATION OF SOLAR PHOTOVOLTAIC ENERGY SYSTEM TO OFFSET MUNICIPAL ELECTRICITY CONSUMPTION TO STANDARD SOLAR, INC. OF ROCKVILLE, MARYLAND (SOLAR FARM)

WHEREAS, the City of Greenbelt is a Maryland Smart Energy Communities member; and

WHEREAS, the City of Greenbelt has agreed to work towards a goal of providing 20% of its electricity from renewable sources by 2022; and

WHEREAS, the Council decided to move forward with the solar farm option that would allow the City to meet its MEA Smart Energy goal of generating 20% of the City's demand with renewable energy by 2022 and significantly offset the carbon footprint; and

WHEREAS, Request for Proposals (RFP) was issued for the design, installation of solar photovoltaic energy system (Solar Farm) to offset municipal electricity consumption; and

WHEREAS, three proposals were received and evaluated by City staff; and

WHEREAS, the proposal submitted by EDF Renewables Distributed Solutions was determined to be the best value on September 11, 2018 by Resolution Number 2068; and

WHEREAS, Council abrogated Resolution Number 2068 because EDF was not able to fulfill the requirements of the RFP; and

WHEREAS, staff reevaluated the other proposals; and

WHEREAS, the proposal submitted by Standard Solar, Inc. was determined to be the best value.
NOW, THEREFORE,

BE IT RESOLVED by the Council of the City of Greenbelt, Maryland, that the City Manager be authorized to contract with Standard Solar, Inc, 1355 Piccard Drive, Suite 300, Rockville, MD 20850. Staff also recommends Council direct staff to work with the City's Attorney and Standard Solar's Attorney to develop a twenty (20) year Power Purchase Agreement consistent with all the requirements of the Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption (Solar Farm) RFP dated January 18, 2018.

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of March 23, 2020.

Colin A. Byrd, Mayor

103

ATTEST:

Bonita Anderson, City Clerk

DRAFT



CITY OF GREENBELT
Department of Public Works
555 Crescent Road, Greenbelt, Maryland
20770

M E M O R A N D U M

DATE: March 2, 2020
TO: Nicole Ard, City Manager
FROM: James Sterling, Director of Public Works
REGARDING: **Solar Photovoltaic Energy System to Offset
Municipal Electricity Consumption (Solar Farm)**

Background

In 2012, the City of Greenbelt began participating in the Maryland Smart Energy Communities (MSEC) program through the Maryland Energy Administration (MEA). As part of the MSEC program, the City agreed to work towards accomplishing two goals of the program. The first goal was to reduce electricity consumption 15% by 2017 from the 2012 baseline. The second goal was to provide 20% of the electricity from renewable sources by 2022. During the first four years of the MSEC grant program, applications were made towards efforts to reduce electricity consumption. In 2017, the focus was placed on addressing the renewable energy goal.

In 2017, the Department of Public Works submitted a MSEC application to provide photovoltaic systems at the Public Works building and the Springhill Lake Recreation Center (SLRC) building. The MSEC awarded \$58,500 towards these projects, a fraction of the original \$175,000 request. Staff then submitted an attachment to MEA detailing how the \$58,500 was going to be spent. The attachment was approved to install a photovoltaic system at the Springhill Lake Recreation Center. The SLRC solar project only provides a very small percentage of renewable energy towards the renewable source goal.

On June 19, 2017, a proposal was presented to Council to enter into a new three year contract for electricity. The proposal was from Constellation, the successful bidder of the State's bidding process for electricity. Constellation provided the City with an offer that included 100% wind Renewable Energy Credits. Constellation's quote was 42% lower than the City's rate at the time.

Another electricity option, a solar farm, was also discussed at the same meeting. Staff had

been exploring this idea for many years. The solar farm could potentially generate electricity to offset a significant amount of the City's electricity usage. This solar farm would allow the City to meet its MEA Smart Energy goal of generating 20% of the City's demand with renewable energy by 2022 and significantly offset our carbon footprint. Council decided to move forward on the solar farm option. Council directed staff and the Solar Task Force to work together and develop a RFP for a solar farm.

Proposal Process

A Request for Proposal (RFP) for a qualified solar contractor for a "turnkey" design and installation of a solar photovoltaic energy system (PVES) that would produce sufficient renewable electricity to offset a minimum of 25% and a maximum of 90% of the City's annual electrical power consumption was developed by the Solar Task Force. The PVES was also to be located out of the City, but within the Pepco service area. In the fall of 2017, staff began meeting with the Solar Task Force to finalize the RFP. The RFP called, "Solar Photovoltaic Energy System to Offset Municipal Electricity" was finalized in January 2018.

The RFP dated January 18, 2018, was advertised in the newspaper, the city website and eMaryland Marketplace in early March of 2018. A pre-proposal meeting was held on April 4, 2018 where ten contractors attended. The meeting provided an opportunity for contractors to examine the scope of work and ask questions of City staff. Three of the ten contractors who attended the pre-proposal meeting submitted proposals. The RFP is attached with the memo.

Analysis of Proposals

Initial Review Process

Staff and the Solar Task Force (staff) carefully reviewed the proposals and checked references to determine which company would provide the City with the best value. Staff believed they had three very promising proposals. All three RFP proposals met the requirements of the RFP, and all three companies received positive recommendations from their previous clients.

Staff interviewed the three companies that submitted proposals. The three companies were: WGL Energy (WGL), EDF Renewables Distributed Solutions (EDF), and Standard Solar. A list of questions for each company was compiled before the interviews. The questions included general questions and specific questions for each company regarding their proposal. The interviews took place in late May and early June of 2018.

WGL provided the most interesting proposal which included an interactive kiosk located in town for real-time monitoring. WGL also proposed gifting a 10kw solar array to the City at any location the City owned. WGL's proposal included using American made materials on the project, where EDF and Standard Solar proposals did not specify. WGL's and Standard Solar's proposals were very similar besides the gifting of the kiosk and solar array. Both WGL and

Standard Solar had similar cost escalators built into their proposals. Both Standard Solar and WGL, at the time of the interviews, had not secured or owned land to develop the solar farm. Standard Solar and WGL proposals both included a twenty (20) year Power Purchase Agreement (PPA) with additional years as an option.

EDF's proposal was different from the other two companies in that it did not have an escalator built into the cost. EDF also was the only company at the interviews that had secured land to develop the solar farm. The proposed property was being supplied electricity from a District of Columbia (DC) feeder. This is what made EDF's proposal unique. EDF expected to be able to retain DC Solar Regulatory Energy Credits (SREC).

This is important because DC SREC's are much higher than Maryland SREC's and this alone makes this project very attractive financially. The main two items of concern about EDF's proposal were: all the assumptions that were built into their proposal and it was a fifteen (15) year PPA without the guarantee of additional years.

After the interviews, staff requested that each company provide detailed calculations showing cost savings to the City. These cost savings would be based on actual bills provided at the time of the RFP process. Additional questions were provided to each company from the interview process. A "Best and Final" offer was requested of each company.

All three companies responded to the "Best and Final" offer. However, WGL informed the City that they are still working on a viable alternative site for the RFP. They recommended the City reissue the RFP in the fall of 2018, thus removing themselves from consideration.

Standard Solar's "Best and Final" offer included answers to the following items requested below:

1. Cost analysis
2. An example of a PPA agreement
3. Financial and scheduling impacts of using American made materials
4. A 20 year payment chart and Standard Solar's capabilities to provide a rate cap versus guaranteed savings (Pepco rate cap)
5. Alternative project locations within the Pepco service territory
6. Background on pollinator garden systems for solar fields

EDF's "Best and Final" offer included answers to the following items requested below:

1. Cost analysis
2. An example of a PPA
3. Cost impacts of American made materials
4. Assumptions
5. Pepco rate cap

Staff met again to discuss the two proposals. Cost analyses and answers to the questions posed were discussed. The biggest and most important question answered was EDF's response

to the pricing assumptions that were included in the original RFP proposal. EDF's assumptions went down from thirteen (13) to three (3). Standard Solar answered the buy American-made materials question by saying they could not make a binder offer at this time. EDF's proposal assumed American-made products would be used. However, EDF did reserve the right to use the world market products at its discretion.

Resolution Awarded

Based on the information above Resolution 2068 was approved by the City Council on September 11, 2018. The Council awarded the RFP for the Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption, to EDF.

Resolution Abrogated

Immediately, after receiving approval to move forward with the solar farm project staff worked with EDF to submit an interconnection permit for a 1.98 MW photovoltaic solar system on the proposed solar farm site.

By November of 2018, staff was notified by EDF that the City's application for the interconnection permit with Pepco was denied. Pepco stated they were unable to approve the requested 1.98 MW (AC) photovoltaic system as the project exceeded the available capacity of the distribution line.

EDF expected this response from Pepco. EDF had previously filed two interconnection applications with Pepco's consultant in the spring of 2018 for solar projects on this site. EDF's plan moving forward was to remove one of the two projects that were slated for this property. This would "free up" space on the lines, and provide enough capacity for the 1.98 MW project to connect to the distribution system. This was slated to be done in February of 2019.

Below is a brief summary and timeline of activities that lead to the recommendation to abrogate Resolution 2068 (EDF solar farm):

- On November 19, 2018 -The City signed and returned the interconnection denial form. The letter places us in queue, should capacity become available.
- In February 2019, meetings and drafting of a confidentiality agreement.
- In March 2019, EDF working with Pepco's consultant on interconnection approval.
- On June 3, 2019, EDF met with a County Council Representative regarding the project.
- On August 2, 2019, EDF provides a letter to the City recommending the City explore other alternatives. This letter is attached with this memo.
- In September 2019, meetings with EDF exploring other locations.
- November 25, 2019, EDF provides a list of additional sites with DC SREC's.

Exploring Other Solar Farm Options

After receiving the letter from EDF in August 2019, staff began researching other solar projects in the region and reaching out to the other offerors from the RFP. Staff reached out to WGL and Standard Solar to see if they were in a position to honor their previous offers. Staff contacted other agencies searching for possible solar farm piggyback opportunities. Staff found two solar farms RFP's that were issued in the area; one was by Washington Sanitary Sewer Commission and the other was by Maryland National Park and Planning Commission (MNPPC). Staff reviewed both RFP's, neither RFP was determined to be viable. It did provide useful information to what the current rates are for solar farms.

Staff met with Standard Solar three different times to discuss various solar farm options. During these meetings discussion was had regarding possibly piggybacking off of another RFP and honoring their best and final offer from the current RFP. Standard Solar did provide staff a copy of their MNPPC solar farm RFP. The MNPPC Power Purchase Agreement (PPA) pricing rates for the MNPPC solar farm are higher than the rates provided to us on their best and final offer. Standard Solar has agreed to honor their best and final PPA rates which are shown later in the document along with cost savings.

It was exciting to learn early on in the discuss process that Standard Solar was in a position to move quickly on meeting all the requirements of the RFP. Standard Solar has secured land in Southern Prince Georges County. The land is currently farm land and will not require tree removal. The same piece of land is also going to be used for a solar farm for another public agency.

Cost Saving Analysis

In order to establish a fair cost savings analysis, several fixed variables were included as well as assumptions. All companies were given actual City bills to figure out electricity usage and pricing. At the time of the RFP, the electricity rate was higher than what the City currently pays. This pricing fluctuation is normal and would be typical over a 15 or 20 year period. Because of this factor alone, savings will vary from year to year. The other fixed variable in the solar chart shown is the assumption that Pepco rates will increase by 1%. Obviously, if Pepco rates increase more than 1%, so will savings.

1% Annual PEPCO Rate Escalation Scenario

Year	LC - Solar Offsettable rate(\$/kWh)	PPA Rate (\$/kWh)	Solar Production (kWh/yr)	Projected Savings	Cumulative Savings
1	\$ 0.1015	\$ 0.0749	2,969,000	\$78,885	\$78,885
2	\$ 0.1025	\$ 0.0764	2,954,155	\$77,063	\$155,948
3	\$ 0.1035	\$ 0.0779	2,939,384	\$75,199	\$231,146
4	\$ 0.1045	\$ 0.0795	2,924,687	\$73,292	\$304,438
5	\$ 0.1056	\$ 0.0811	2,910,064	\$71,342	\$375,780
6	\$ 0.1066	\$ 0.0827	2,895,514	\$69,347	\$445,127
7	\$ 0.1077	\$ 0.0843	2,881,036	\$67,308	\$512,435
8	\$ 0.1088	\$ 0.0860	2,866,631	\$65,223	\$577,658
9	\$ 0.1099	\$ 0.0878	2,852,298	\$63,092	\$640,750
10	\$ 0.1110	\$ 0.0895	2,838,036	\$60,914	\$701,664
11	\$ 0.1121	\$ 0.0913	2,823,846	\$58,688	\$760,351
12	\$ 0.1132	\$ 0.0931	2,809,727	\$56,413	\$816,764
13	\$ 0.1143	\$ 0.0950	2,795,678	\$54,088	\$870,852
14	\$ 0.1155	\$ 0.0969	2,781,700	\$51,714	\$922,566
15	\$ 0.1166	\$ 0.0988	2,767,791	\$49,288	\$971,854
16	\$ 0.1178	\$ 0.1008	2,753,952	\$46,810	\$1,018,664
17	\$ 0.1190	\$ 0.1028	2,740,183	\$44,280	\$1,062,944
18	\$ 0.1202	\$ 0.1049	2,726,482	\$41,695	\$1,104,639
19	\$ 0.1214	\$ 0.1070	2,712,849	\$39,057	\$1,143,696
20	\$ 0.1226	\$ 0.1091	2,699,285	\$36,362	\$1,180,058
0.5% annual degradation				\$1,180,058	

Note: PPA rate escalates at 2% per year

Risks

The reasons so few solar farm projects materialize are many; ranging from inexperience at the hand of the developer, to site specific problems, technical issues, regulatory problems and permitting issues. All affect the financial and technical viability of a project. In the end, failure to develop projects at some point in the development process comes at considerable cost for the project developer as well as the solar industry as a whole. These factors are in play throughout the United States. Locally, things can be even more complicated when installing a solar farm. New zoning laws, county and city improvement requirements, and utility requirements are all things that continue to evolve and change.

The biggest risk or hurdle to the City is actually completing the project. The City would enter into a PPA which would require the developer to design, permit, finance and install a solar energy system on a property located in the Pepco service area at no cost to the City. The

developer would sell power generated to the City at a fixed rate which is typically lower than the local utility's retail rate.

This lower electricity price serves to offset the City's purchase of electricity from the grid while the developer receives the income from these sales of electricity as well as any tax credits and other incentives generated from the system. PPAs typically range from 10 to 25 years and the developer remains responsible for the operation and maintenance of the system for the duration of the agreement. At the end of the PPA contract term, the City may be able to extend the PPA, or the developer may choose to remove the system. Removal of the system would be at the developer's expense. The PPA will address all the risks that may be associated with a solar farm project. Even if for some reason the solar energy system quit working, for any number of reasons, the City would not suffer any interruptions in electrical service.

Recommendation

Solar farms harness energy from the sun to create clean, renewable electrical energy. Unlike fossil fuels, such as coal, generating electricity from renewable sources like solar power creates no emissions that are harmful to human health and the environment. The City's participation in the MSEC program through the MEA would result in an organizational goal to provide 20% of the City's electricity from renewable sources by 2022. Approval and successful completion of the solar farm would result in the City accomplishing its renewable energy goal and significantly offsetting its carbon footprint.

Staff has carefully reviewed all proposals and believes Standard Solar's proposal is the best value. Staff recommends that Council award the RFP for the Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption, to Standard Solar, Inc., 1355 Piccard Drive, Suite 300, Rockville, MD 20850. Staff also recommends Council direct staff to work with the City's Attorney and Standard Solar's Attorney to develop a twenty (20) year Power Purchase Agreement consistent with all the requirements of the Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption RFP dated January 18, 2018.



REQUEST FOR PROPOSALS

Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption

January 18, 2018

Proposal Deadline: April 25, 2018 at 3:00 P.M.

Overview

The City of Greenbelt, Maryland, is seeking proposals from experienced solar developer contractors who have demonstrated abilities to perform the attached Scope of Work. All applicable Federal, State, and local laws, ordinances and regulations must be adhered to.

Contractors submitting a proposal should review the procurement requirements listed. Specifically, the contractor selected will be required to:

- Execute a contract with the City of Greenbelt;
- Attend a pre-construction meeting where City staff will review regulations and other City requirements;
- Complete certain forms and certifications;
- Maintain General Liability Insurance (\$1,000,000 minimum), Workers Compensation Insurance (\$500,000), business automobile liability (\$1,000,000) and furnish proof of such insurance;
- Post a performance and payment bond for 100% of the contract amount to cover faithful performance of and/or payment of the contract (however, bonds are not required if the form of contract is a multi-year Power Purchase Agreement.)

Any contractor who is the recipient of City funds, or who proposes to perform any work or furnish any goods under this agreement, shall not discriminate against any worker, employee, applicant, or any member of the public because of race, color, sex, gender, sexual orientation, religion, age, marital status, national origin, veteran status, physical or mental disability or perceived disability, or other criteria protected by law. Discriminatory practices based on the foregoing are declared to be contrary to the public policy of the City. The City of Greenbelt complies with all Equal Employment Opportunity requirements.

The City of Greenbelt does not discriminate on the basis of disability in the admission of, or employment in, its programs, activities or services. Minority and women owned

businesses, as well as contractors located in Greenbelt or Prince George's County, are encouraged to submit proposals.

Unless otherwise provided in the contract, the contractor shall secure and pay for all permits and governmental fees, licenses and inspections necessary for proper execution and completion of the contract.

Proposal Submittal

Proposal responses shall be submitted in triplicate on the Proposal Submission Form (pages 11-13). Proposal must include the manufacturer's cut sheets. ***All costs are to be final, including all time, materials and contingencies.***

Proposal must include a minimum of three professional references. These references should be attached to the Proposal Submittal Form and include current contact information including name, address, telephone number and email address.

Please direct any questions regarding proposal submission to the Project Manager listed on Page 10.

Completed proposals must be received no later than 3:00 pm April 25, 2018, and delivered to: City of Greenbelt, Finance Office, 25 Crescent Road, Greenbelt, MD 20770, clearly marked **"Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption"**.

NOTE: Proposals received after this deadline may be refused and deemed ineligible for consideration at the City's sole discretion.

Selection of Contractor

The City will review all proposal submittals, and if deemed to be in the best interest of the City of Greenbelt, a contractor will be chosen. The City reserves the right to reject any and all proposals at its sole discretion. The City will determine final scope and project components, based on funding availability.

The contractor selected will be required to submit a Certificate of Insurance naming the City of Greenbelt as an additional insured, which will be reviewed by the City Manager's Office. The contractor will also be required to post a performance and payment bond for 100% of the contract amount to cover faithful performance and/or payment of the contract (however, bonds are not required if the form of contract is a multi-year Power Purchase Agreement.)

A contract will then be negotiated between the contractor and the City of Greenbelt, with each agreeing to the terms of the contract and affixing authorized signatures. The contractor will be required to complete all forms and certifications required by the City, State and Federal governments.

Living Wage Requirement

Concern has grown across the nation that the compensation provided to workers is sometimes not sufficient to provide for a minimal standard of living; and this situation has given rise to support for a Living Wage by organizations and governments across the nation. Prince George's County approved a Living Wage rule in 2003 and the State of Maryland and the City of Greenbelt approved one in 2007. All contractors are encouraged to pay a living wage.

Any vendor that has a contract(s) valued at \$50,000 or more with the City shall also be required to pay a Living Wage in accord with State law. The contractor is responsible to check with the State Division of Labor and Industry, or other appropriate agency, to determine the appropriate wage rate.

Contractors and Subcontractors subject to the Living Wage Law shall pay each covered employee at least the minimum amount set by law for the applicable Tier Area.

Proposal Requirements and Examination of Specifications

The contractor is required to thoroughly examine the proposal requirements and specifications for the work contemplated, and it will be assumed that the contractor has investigated and is satisfied as to the requirements of the specifications and special provisions. It is mutually agreed that submission of a bid shall be considered prima facie evidence that the bidder has made such examination.

Before submitting the proposal, the contractor shall study all the specifications and visit the site of the work to become familiar with the working conditions and the exact nature and extent of the work, taking into account any special or unusual features peculiar to this project.

There will be a pre-proposal meeting on **April 4, 2018** at 10:00 am at the Department of Public Works, 555 Crescent Road, Greenbelt, MD 20770 to discuss the RFP, including review of specifications and proposal requirements, and to answer questions. Attendance at the pre-proposal meeting is encouraged.

Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption

Technical Specifications

PART I INTRODUCTION AND BACKGROUND

Introduction and Background

Greenbelt, Maryland (hereinafter 'the City') is an incorporated municipality located just northeast of Washington, D.C. Originally constructed as a planned 'green town' by the federal government between 1935 and 1944, Greenbelt is now listed on the National Register of Historic Properties, and is home to some 23,000 residents. Greenbelt City Council (hereinafter 'Council'), the elected authority, has determined that it may be in the City's fiscal and environmental interests to install a solar photovoltaic energy system (PVES) to offset a significant portion of the City's annual municipal electricity consumption, and thereby desires to solicit proposals from qualified solar developer contracting firms as described herein.

Council wishes to investigate a full range of financing alternatives for the PVES. Contractors are encouraged to offer proposals that include a range of financing options, including but not limited to:

1. Power Purchase Agreement (PPA) with third party owner/operator of PVES
2. Loan agreement, such that payments are fully offset by electricity cost savings
3. Lease agreement, such that payments are fully offset by electricity cost savings
4. Other financing arrangement(s) offeror determines to be advantageous to the City

PART II PROPOSED PVES LOCATION

Proposed PVES Location

All City of Greenbelt municipal electricity is delivered from Potomac Electric Power Company (PEPCO). PVES shall be located within the PEPCO service area but may be outside of the City of Greenbelt limits; contractors shall represent and warrant that the selected site location meets all criteria under Maryland state law and PEPCO regulations for municipal aggregated net metering.

PART III SCOPE OF WORK

Scope of the Work

Council desires to enter a single contract with a qualified and experienced solar integrator contracting firm (hereinafter "Contractor") for the 'turn-key' design and installation of a PVES that will produce sufficient renewable electricity to offset a minimum of 25% and a maximum of 90% of the City's annual electrical power consumption for all municipal facilities. The 2016 amalgamated consumption of electricity on all municipal electric utility accounts is approximately 3,300 megawatt-hours (mWh), see table below. The PVES may be located outside of the City, but must be within the Potomac Electric Power Company

(PEPCO) service area, as there is not sufficient open land within the city limits to site an array of the required dimensions. The PVES shall be directly connected to the existing PEPCO electric power distribution system; Contractor shall work with the City to establish a virtual net metering account with PEPCO on the City's behalf, so that the entire electrical production of the PVES is credited to the City's PEPCO account(s). The work shall include all aspects required for a complete and operating PVES, including but not limited to:

1. Identification of, and lease or purchase of land where PVES is to be located within PEPCO service area
2. Design and layout of PVES, including direct interconnection with existing PEPCO distribution system
3. Engineered drawings, including professional certification(s), adequate to secure required construction permits
4. All permits and inspections as required by local authorities having jurisdiction (Prince George's County, City of Greenbelt) and by PEPCO
5. Mono- or polycrystalline photovoltaic array(s)
 - a. Self-supporting structural post or ground rack system, where ground-mounted
 - b. Fixed or sun-tracking module support system, at Contractor's option
6. DC- to AC- power inverter(s) for grid-tied application
7. Solar module optimizers, if and as indicated to maximize solar electricity production
8. Complete DC and AC wiring system, including combiner boxes, overcurrent protection, etc. as required by PEPCO, local and national electric and life safety codes
9. Coordination with local utility company (PEPCO) and preparation of virtual net metering agreement, to include any work required by PEPCO for acceptance of utility interconnection
10. Internet connected remote monitoring system for revenue-grade reporting of PVES status and performance
11. Full manufacturers' warranties on all equipment provided
12. If financed via PPA, solar developer retains ownership and full responsibility for operation and maintenance of PVES for the full duration of PPA contract.
13. If and where appropriate, assistance and advice to the City regarding financial incentives available, e.g., tax credits, rebates, grants, and solar Renewable Energy Credits (sREC's)
14. If PVES is owned by City of Greenbelt, Contractor shall provide performance monitoring and PVES maintenance for a period of not less than ten (10) years
15. In addition to the above, should the City choose to own the PVES outright, the City will seek to enter an extended term agreement with the successful offeror for performance monitoring, preventive maintenance, and repairs of the PVES.
16. General Requirements
 - a. Contractor shall at all times for duration of the contract work, comply fully with all safety requirements established in federal Occupational Safety and Health Administration (OSHA) and Maryland Occupational Safety and Health Agency (MOSHA) regulations.
 - b. The contractor shall follow good trade practices, supply all labor, tools, transportation, services, equipment, new materials, etc., to accomplish all work specified in a first-class professional manner.
 - c. Contractor shall submit a scope of work, describing materials, suppliers, sub-contractors (if any), equipment, and personnel intended for this project and also the proposed work sequence and schedule to complete the work.

- d. Contractor will perform daily clean up to collect all wrappings, empty containers, paper, and other debris from the project site. A dumpster shall be provided by the contractor for disposal of all trash and debris.
 - e. Contractor shall coordinate with the Facilities Maintenance Manager on the loading, unloading, storage, removal and security of all materials, equipment, etc.
17. The measurements stated herein are believed accurate; however, the City assumes no responsibility for accuracy of such measurements for the purpose of figuring labor, ordering material and equipment to accomplish the work. The contractor shall visit the site, take their own measurements, and examine the conditions under which the work must be performed.
18. If discrepancies are discovered between the existing conditions and those noted in the specifications, Contractor shall promptly notify the City's representative and secure approval prior to commencing with the work.

PART IV CITY OF GREENBELT'S ELECTRICITY CONSUMPTION

Figure 1 Electrical Consumption, City of Greenbelt (Aggregated)

ELECTRICITY - KWH consumed per year per building in the City of Greenbelt											
	AFC	CC	MB	PD	PW	SHL	YC	Theatre	Other lights	Total all buildings	City Lights
2005	1,228,840	899,520	274,590	462,960	190,970	178,850	277,240	0	290,117	3,803,087	634,174
2006	1,257,800	828,960	239,183	487,200	187,600	226,360	218,080	0	261,923	3,707,106	634,174
2007	1,240,760	997,440	242,347	529,440	184,320	213,180	255,200	0	303,359	3,966,046	634,174
2008	1,156,340	737,760	239,162	430,320	168,228	162,370	232,480	0	251,602	3,378,262	634,174
2009	1,159,040	862,080	221,289	426,000	312,804	206,250	252,080	0	270,636	3,710,179	634,174
2010	1,138,160	861,600	246,032	463,840	259,840	203,560	267,960	0	272,281	3,713,273	634,174
2011	1,263,400	815,520	229,219	440,640	241,440	180,210	225,280	0	263,463	3,659,172	634,174
2012	1,241,740	854,400	209,986	406,880	251,360	200,740	197,440	0	211,549	3,574,095	633,695
2013	1,238,600	750,560	209,177	413,600	296,800	208,992	202,560	0	173,116	3,493,405	629,636
2014	1,178,880	699,840	214,575	394,400	247,040	214,648	214,720	1,400	212,911	3,378,414	626,770

2014 COST	\$86,839.45	\$77,240.22	\$22,021.23	\$39,121.21	\$24,575.31	\$21,838.12	\$22,103.28	\$140.00	\$21,291.20	\$315,170.02	TOTAL ELEC COST for 2014
COST/kWh	\$0.074	\$0.110	\$0.103	\$0.099	\$0.099	\$0.102	\$0.103	\$0.100	\$0.100	\$0.093	AVG COST PER kWh for 2014

CODE	FACILITY
Other Lights	Traffic Signals, Flashers, and other Misc. Lighting (320, 330, 440, 470, 700)
City Lights	City Lights - Electricity - Dept account # 440 - Pepco # 3083-0121-73
YC	99 Centerway (Youth Center) -
SHL	6111 Cherrywood (SHL Recreation Center) -
PW	555 Crescent (Public Works) -
PD	550 Crescent (Police) -
MB	25 Crescent (Municipal Building) -
CC	15 Crescent (Community Center) -
AFC	101 Centerway (Aquatic and Fitness Center) - Fitness Center + Outdoor Pool

PART V CHANGES IN WORK SCOPE

Contractor understands and agrees that the City, without in any way invalidating this Contract, shall have the right to make changes, additions and/or deletions in the Work. Such changes by the City shall be made in writing. Should Contractor determine that any such change results in alteration of the project schedule or cost, Contractor shall, within five (5) days of receipt of Owner's notice, submit a Change Proposal detailing alterations in schedule and cost to accomplish the new work scope.

PART VI PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Deliver materials to job site in the manufacturer's original, unopened containers or wrappings with the manufacturer's name, brand name and installation instructions intact and legible.
- B. Comply with the manufacturer's written instructions for proper material storage.
- C. Any materials which are found to be damaged shall be removed and replaced at the Contractor's expense.

PART VII JOB CONDITIONS AND SITE PROTECTION

Contractor shall adequately protect all buildings, paved areas, service drives, lawn, shrubs, trees, etc. from damage while performing the required work. The contractor shall repair or be responsible for costs to repair all property damaged during the work.

PART VIII SAFETY

Contractor shall provide the work in accordance with regulations and guidelines set forth by the U.S. Occupational Safety and Health Administration (OSHA), and by the Maryland Occupational Safety and Health Agency (MOSHA). Further, Contractor shall adhere to the City's rules governing personnel safety while within the City of Greenbelt and the PVES project site.

Within thirty (30) days of issuance of Notice to Proceed, Contractor shall prepare and submit for the City's approval a detailed Safety Plan; said plan shall be specific to the work, and shall address anticipated hazards and Contractor's plan for addressing jobsite safety. Work shall not commence prior to approval of the Safety Plan. The Contractor further agrees to report promptly, in writing to the City, all accidents in connection with the performance of the work, including statements from witnesses and photographs when possible.

PART IX QUALITY ASSURANCE

Offeror shall submit the following information with the proposal:

1. Organizational data including years in business under current name; all other names by which organization has been known and the length of time known by each name;
2. Type of organization (corporation, partnership, sole proprietorship, etc.) and names of principal officers;
3. Number of years firm has been involved in the solar PVES business;
4. Number of personnel currently in your employ who are certified by the North American Board of Certified Energy Practitioners (NABCEP);
5. Number of solar PVES projects installed by your firm each year for the past three (3) years.
6. Project references: Provide names and contact information (phone and email) of at least three (3) project owners for whom your firm has provided a solar PVES. For each project referenced, state the name and address of the project, project size (kW), and whether funded by owner or under a Power Purchase Agreement with a third party;
7. Unless otherwise noted in this specification, Contractor shall strictly comply with manufacturers' current specifications and installation instructions for all components of the PVES.
8. There shall be no deviations made from this specification or the approved shop drawings without the prior written approval of the City. Any deviation from the manufacturer's installation procedures must be supported by a written certification on the manufacturer's letterhead and presented to the City for consideration.
9. Upon completion of the installation, Contractor shall perform thorough functional testing of the PVES to assure full and proper functioning of all systems and components. The City may, at its sole option, require that final testing be witnessed by personnel designated by the City.

PART X PRODUCT INFORMATION

1. The City prefers to utilize products manufactured and sourced in the United States. Contractor is encouraged to offer American made components and systems, where available and priced competitively. Where there is strong economic advantage, Contractor may offer products sourced outside the United States as an alternate to American made components.
2. Contractor represents, and shall assure that all products, systems and components incorporated into the PVES project are compatible and will function in harmony for a complete, fully operational solar power generating system.

PART XI EVALUATION OF PROPOSALS

Proposals will be evaluated on the following general criteria:

1. Completeness as to delivery of ‘turn-key’ design/build PVES
2. Completeness, detail and accuracy of financial analysis
3. Proposed project schedule
4. Experience of offeror in providing local solar PVES projects of similar size and scope
5. Licensing and insurance of offeror
6. Use of environmentally responsible, American made, and locally sourced materials where possible and appropriate
7. Personnel Information: Qualifications and relevant experience of Offeror’s staff in engineering, project management and installation of turn-key solar PVES projects
8. Price: The City seeks, to the extent possible, to stabilize and lower the cost of electricity over a long term

PART XII WARRANTY

1. Should the City own the PVES, Contractor shall transfer or assign all manufacturers’ warranties to the City.
2. Should the City enter a Power Purchase Agreement whereby Contractor continues to own and operate the PVES, all manufacturers’ warranties shall rest with Contractor. Should the City enter a Power Purchase Agreement whereby Contractor operates PVES to sell solar electricity to the City, then Contractor shall warrant that all solar electricity it produces from the PVES shall be of quality and reliability equal to or exceeding that produced by PEPCO under the terms of the utility’s Standard Offer Service.

Contact Information

Project Manager:

Brian Kim

Assistant Director of Public Works
City of Greenbelt
555 Crescent Road
Greenbelt, MD 20770

Office: 301-474-8004
Cell: 240-603-5515
Fax: 301-474-8149
E-mail: bkim@greenbeltmd.gov

PROPOSAL FORM

**SOLAR PVES TO OFFSET MUNICIPAL ELECTRICITY CONSUMPTION
CITY OF GREENBELT, MARYLAND
25 CRESCENT ROAD
GREENBELT, MD 20770**

NAME OF OFFERER
ADDRESS

PHONE NUMBER OF OFFERER
NAME OF CONTACT
DATE OF PROPOSAL

Gentlemen:

Having carefully examined the "Request for Proposals", and all Addenda thereto, receipt of which are acknowledged and as listed below, and having examined the premises and conditions affecting the work, the undersigned hereby makes the following proposal for providing all the labor and materials and doing all things necessary for the proper construction and completion of the work in accordance with said Documents.

PVES OFFER

(Contractor is encouraged, but NOT REQUIRED, to offer multiple alternatives for financing the PVES. See below.)

A. POWER PURCHASE AGREEMENT FOR CITY OF GREENBELT

PVES capacity in kW(DC)..... kW
Portion of Owner's annual electrical consumption to be offset by PVES %
Initial price (all inclusive) for solar PV-generated electricity (\$ per kWh)..... \$
Annual escalator for solar PV-generated electricity, years 1 to 3..... %
Annual escalator for solar PV-generated electricity, years 4 to 20 %
Owner's estimated net savings over duration of PPA..... \$

B. LOAN FOR PVES PURCHASE FOR CITY OF GREENBELT

Option for the City to purchase PVES through a loan by Offeror:

PVES capacity in kW(DC)..... kW
Portion of Owner's annual electrical consumption to be offset by PVES %
Initial price (all inclusive) for PVES \$
Loan principle amount \$ 122

Rate of interest..... %
Monthly payment\$
Loan duration months

C. CLOSED-END LEASE FOR PVES FOR CITY OF GREENBELT

Option of a multi-year lease capped with a refinanced buyout, granting City of Greenbelt ownership of the system within a set number of years with no upfront cost to Owner. Ideally, the annual lease payment will be lower than the total cost of utility power that is offset by the solar electricity production. Benefit of all financial incentives during the lease period (tax credits, MACRS depreciation, sREC's, etc.) remains with Contractor. At the end of the lease period, ownership is transferred to the City of Greenbelt and the market value of the system will be financed at a low rate of interest. Contractor will collaborate with the City to finalize the terms of the lease in accordance with specification set forth above.

PVES capacity in kW(DC)..... kW
Portion of Owner's annual electrical consumption to be offset by PVES %
Annual lease pre-payment.....\$
Lease duration years
Anticipated date City of Greenbelt assumes PVES ownership outright
Years to full payback..... years

D. OTHER FINANCING OPTION(S)

Offeror shall provide narrative and details giving full description of proposed financing method(s).

E. Receipt of Addenda are acknowledged as follows:

Addendum No. _____ Date: _____

Addendum No. _____ Date: _____

Addendum No. _____ Date: _____

The undersigned agrees that if this proposal is accepted by the Owner, Offeror will enter into a written Contract, said Contract having been received and reviewed by Offeror and found to be acceptable.

NAME OF FIRM: _____

SIGNATURE: _____
(Proprietor, General Partner or Duly Authorized Principal Officer)

PRINTED NAME AND TITLE: _____

State License No: _____ **License Type:** _____

FIRM ADDRESS _____

EMAIL _____

TELEPHONE _____

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Gordon Pracht

Submitting Department: Greenbelt Police

Item Type: LEGISLATION

Agenda Section:

Subject:

A Resolution for the Purchase of Police Department Mobile Data Terminals (MDT) Computers

- 1st Reading, Suspension of the Rules

- 2nd Reading, Adoption

Suggested Action:

Reference:

Resolution

Memo, G. Pracht, 03/18/2020

Mobile Data Terminals Quotes

Staff recommends Council approval for the purchase of 20 replacement Mobile Data Terminals (computers) for the Police Department. Ten of these replacements would come from the current budget and ten would be from the 2022 budget. This staggered purchase allows for splitting the expense between two budget years, but allows for the same model of computers to be acquired to aid the IT Department in programming. Further, staff recommends the purchase through Front Line Mobile Tech. Front Line Mobile Tech is a local business currently servicing local police departments to include Hyattsville, Laurel, Riverdale Park, Cheverly and Prince Georges County.

It is recommended this Resolution be introduced for first reading.

Attachments:

[Resolution.pdf](#)

[Memo, G. Pracht, 03/18/2020.pdf](#)

[Mobile Data Terminals Quotes.pdf](#)

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

RESOLUTION NUMBER XXXX

A RESOLUTION TO AUTHORIZE THE NEGOTIATED PURCHASE OF TWENTY (20) REPLACEMENT MOBILE DATA TERMINALS FROM FRONT LINE MOBILE TECH AT A TOTAL COST OF \$67,752.00

WHEREAS, the Greenbelt Police Department has identified the need for replacement of 20 Mobile Data Terminals for the department; and

WHEREAS, the department has \$40,000.00 budgeted in the current FY 2020 budget for half of these replacements and another \$40,000.00 has been budgeted in the next year's proposed FY 2021 budget for the second half; and

WHEREAS, the City's Information Technology and Police Departments collaborated to determine the configuration for these terminals and requested proposals from three companies; and

WHEREAS, the City's Information Technology and Police Departments evaluated the three proposals which met the requirements for the terminals needed; and

WHEREAS, the Front Line Mobile Tech of Jessup, Maryland has a submitted proposal for 10 mobile data terminals for FY 2020; and

WHEREAS, Front Line Mobile Tech has offered the City of Greenbelt 10 mobile data terminals for FY 2020 for a cost of \$33,876.00 and 10 mobile data terminals for FY 2021 at a cost of \$33,876.00, subject to Council approval; NOW THEREFORE

BE IT RESOLVED by the Council of the City of Greenbelt, Maryland, that the City Manager be authorized to contract with Front Line Mobile Tech of Jessup, Maryland to provide its Mobile Data Terminals (Toughbooks) in accord with its proposal of November 12, 2019, at a cost of \$33,876.00 for FY 2020.

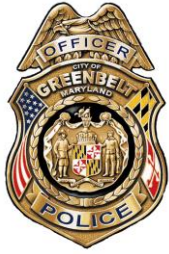
BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon passage.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of April 14, 2020.

Colin A. Byrd
Mayor

ATTEST:

Bonita Anderson, City Clerk



City of Greenbelt

Police Department

Captain Gordon Pracht

550 Crescent Road

Greenbelt Maryland 20770

(240) 542-2139

To: City Council via City Manager and Chief of Police

From: Captain Gordon Pracht

Date: March 18, 2020

Re: Replacement Mobile Data Terminals (Toughbook) for Police Department

In conjunction with the City IT Department, the Police Department has identified the need for replacement of 20 Mobile Data Terminals for the Police Department. \$40,000.00 has been budgeted in the current budget for half of these replacements and another \$40,000.00 has been budgeted in next year's proposed budget for the second half. The City IT Department and Police Department collaborated to determine the configuration for these terminals and requested quotes from three companies: USC Canterbury, Blue Tech LLC and Front Line Mobile Tech. The City IT Department and Police Department evaluated the three quotes and found that each met the requirements for the terminals needed. Further it was determined the 3 year warranty was the proper warranty for the current needs. The quotes came in at the below figures:

- 1) USC Canterbury \$35,500.00
- 2) Blue Tech LLC \$36,200.00
- 3) Front Line Mobile Tech \$35,500.00

Staff recommends the purchase of 20 Mobile Data Terminals (10 out of this current budget and 10 from 2021 proposed budget). This staggered approach is a cost saver, but will facilitate the necessary configuring of the same computers as requested by the IT Department. Further, staff recommends the purchase be approved through Front Line Mobile Tech. Front Line currently services local police departments such as Hyattsville, Laurel, Riverdale Park, Cheverly and the Prince Georges County Police. Front Line has developed a good working relationship with our Police Department through the process and is locally operated. Staff asks Council to recommend this purchase with Front Line Mobile Tech.

Captain G. Pracht



BlueTech, LLC

Date: March 11th, 2020

Gordon Pracht
Administrative Division Commander
Greenbelt Police Department
Office: 240-542-2139
gpracht@greenbeltmd.gov

From: Justin Dysart – Blue Tech Services
309 Powell Cir, Berlin, MD 21811
Bluetechservices16@gmail.com
Phone: 410.726.7661
Re: Panasonic Toughbook

Providing the below equipment to customer standards:

TOUGHBOOK:

QTY 10 - CF-318B498VM- WIN10 PRO, INTEL CORE I5-7300U 2.60GHZ, VPRO, 13.1" XGA TOUCH,
16GB(8+8), 256GB SSD, INTEL WI-FI, TPM 2.0, BLUETOOTH, DUAL PASS
(CH1:NONE/CH2:SELECTABLE), NO PC/EXPRESSCARD, EMISSIVE BACKLIT KEYBOARD, DVD

PRICE: \$3,359 EACH

TOTAL: \$33,590 FOR QTY 10

WARRANTY OPTIONS (PICK ONE):

CF-SVCLTNF3YR - PROTECTION PLUS WARRANTY LAPTOP - 3 YEAR NO FAULT - PRICE: \$261 EACH

CF-SVCLTNF5Y - PROTECTION PLUS WARRANTY LAPTOP - 5 YEAR NO FAULT - PRICE: \$693 EACH

AUTHORIZED CUSTOMER SIGNATURE: _____

DATE: _____



QUOTE

1638 Trawler Lane, Annapolis, Maryland 21409-3737

Date 2/18/2020
Name Greenbelt Police Dept
Address Marcia Brown
 550 Crescent Rd
City, State ZIP Greenbelt, MD 20770
eMail mbrown@greenbeltmd.gov
 Phone - 240-542-2144
SR David Councell / davidc@usc-canterbury.com

Qty	Part	Description	Unit Price	Ext. Price
State of Maryland Desktop, Laptop and Tablet 2015 Master Contract BPO# 060B5400007				
USC Canterbury Corp is MDOT Certified MBE #07-336				
<u>3 Year Warranty</u>				
10	CF-318B498VM	Panasonic Toughbook CF-31 - WIN10 PRO, INTEL CORE I5-7300U 2.60GHZ, VPRO, 13.1" XGA TOUCH, 16GB(8+8), 256GB SSD, INTEL WI-FI, TPM 2.0, BLUETOOTH, DUAL PASS (CH1:NONE/CH2:SELECTABLE), NO PC/EXPRESSCARD, EMISSIVE BACKLIT KEYBOARD, DVD	\$3,294.00	\$32,940.00
10	CF-SVCLTNF3YR	PROTECTION PLUS WARRANTY LAPTOP	\$256.00	\$2,560.00
			Total	\$35,500.00
<u>5 Year Warranty</u>				
10	CF-318B498VM	Panasonic Toughbook CF-31 - WIN10 PRO, INTEL CORE I5-7300U 2.60GHZ, VPRO, 13.1" XGA TOUCH, 16GB(8+8), 256GB SSD, INTEL WI-FI, TPM 2.0, BLUETOOTH, DUAL PASS (CH1:NONE/CH2:SELECTABLE), NO PC/EXPRESSCARD, EMISSIVE BACKLIT KEYBOARD, DVD	\$3,294.00	\$32,940.00
10	CF-SVCLTNF5Y	PROTECTION PLUS WARRANTY - CF-31, CF-53, CF-54, CF-20, CF-C2 LAPTOP (YEARS 1, 2, 3, 4, 5,)	\$680.00	\$6,800.00
			Total	\$39,740.00



PAN_CF-31_STANDARD_QTY10

Quote #FLMSE039027 v1



Prepared For:
Greenbelt Police Dept
 Marcia Brown
 550 Crescent Rd
 Greenbelt, MD 20770

P: (240) 542-2144
E: mbrown@greenbeltmd.gov

Prepared by:
Frontline Mobile Tech
 Sarah Ellison
 10555 Guilford Rd
 Suite 119-121
 Jessup, MD 20794

P: 240-280-8964 ext. 202
E: sellison@frontlinemobiletech.com

Date Issued:
11.12.2019
Expires:
12.30.2019

Products	Price	Qty	Ext Price
CF-318B498VM PANASONIC TOUGHBOOK CF-31 WIN10 PRO, INTEL CORE I5-7300U 2.60GHZ, VPRO, 13.1" XGA TOUCH, 16GB(8+8), 256GB SSD, INTEL WI-FI, TPM 2.0, BLUETOOTH, DUAL PASS (CH1:NONE/CH2:SELECTABLE), NO PC/EXPRESSCARD, EMISSIVE BACKLIT KEYBOARD, DVD	\$3,294.00	10	\$32,940.00
WARRANTY OPTIONS			
CF-SVCLTNF3YR PROTECTION PLUS WARRANTY LAPTOP	\$256.00	1	\$256.00
CF-SVCLTNF5Y PROTECTION PLUS WARRANTY - CF-31, CF-53, CF-54, CF-20, CF-C2 LAPTOP (YEARS 1, 2,	\$680.00	1	\$680.00
Subtotal:			\$33,876.00

Quote Summary	Amount
Products	\$33,876.00
Total:	\$33,876.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Acceptance

Frontline Mobile Tech

Greenbelt Police Dept

Sarah Ellison

Signature / Name

11/12/2019

Date

Marcia Brown

Signature / Name

Initials

Date

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

Relief Payments - Phase 4

Suggested Action:

Mr. Putens requested this item to be added to the agenda.

Attachments:

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

City's Response to COVID-19

Suggested Action:

Mr. Jordan requested this item to be added to the agenda.

Attachments:

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Terri Hruby

Submitting Department: Planning

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

* Comment Letter on Countywide Sectional Map Amendment

Suggested Action:

Reference: Letter, Council Comments CMA, 03/23/2020 (Please note this letter does not address the Neighborhood Conservation Overlay Zone Draft Neighborhood Study and Standards. Public discussion of these documents is forthcoming)

At the March 10, 2020, City Council received a presentation by City Planning Staff on the County's Countywide Sectional Map Amendment (CMA) and requested staff draft a letter outlining the City's comments on the CMA to be part of the County's public hearing record. As requested, the letter is on City Council's consent agenda this evening for approval.

Attachments:

[Letter, Council Comments CMA, 03/23/2020.pdf](#)

March 23, 2020

The Honorable Todd Turner, Chair
Prince George's County Council
County Administration Building
14741 Governor Oden Bowie Drive
Upper Marlboro, Maryland 20772

Re: Prince George's County Countywide Map Amendment

Dear Chairman Turner:

On March 10, 2020, The Greenbelt City Council received a briefing from City planning staff on the Countywide Sectional Map Amendment (CMA). The Council understands that the CMA is necessary to apply the new zoning categories contained in the new Zoning Ordinance that was approved by the County Council in October 2018, and that the intent of the CMA is to place property in the new zone that is closest in uses and purposes to the current zone.

Before commenting on the base zones proposed in the CMA, the City wants to reiterate its support for a Greenbelt Neighborhood Conservation Overlay (NCO) Zone for the areas of Greenbelt that are currently zoned Residential Planned Community (R-P-C). The City has not had an opportunity to review the recently released Draft Greenbelt Neighborhood Overlay Zone Neighborhood Study, but looks forward to working with your planning staff and stakeholders over the next couple of months on finalizing the Study and the NCO Zone Standards soon to be released. As you are aware the NCO Zone is essential to protecting and preserving the special development characteristics of Historic Greenbelt, a National Historic Landmark.

For the majority of properties in the City, the CMA represents the intended one to one zone conversion, however the City has identified a number of properties where the City believes the wrong zone is being applied in the CMA. Specifically as it relates to the City's Forest Preserves, school properties, Roosevelt Center and Greenbelt Station South Core. The following is a list of revisions that the City respectfully requests that the District Council and the Prince George's Planning Board approve with respect to properties within Greenbelt:

1. Approve a Greenbelt Neighborhood Conservation Overlay Zone for properties currently located in the Residential Planned Community (R-P-C) Zone.
2. Apply the Commercial Neighborhood (CN) Zone to Roosevelt Center. The proposed Commercial General and Office (CGO) Zone is not appropriate for Roosevelt Center. Roosevelt Center is representative of the form, scale and uses of development that is referenced in the purpose of the CN Zone, “ 1) To provide lands for a range of small scale, low intensity retail and service commercial development that provides goods and services primarily serving the daily needs of residents of the immediately surrounding neighborhoods, and 2) To ensure uses, development intensities, and development forms that are consistent with a pedestrian-friendly and neighborhood scale, traditional main street character, and that do not attract significant traffic from outside surrounding neighborhoods.”
3. Apply the Residential Single-Family Attached (RSF-A) Zone to the townhouse section of Greenbelt Station South Core, Residential Multifamily – 20 (RMF-20) Zone to the apartment section (Verde Apartments) of Greenbelt Station South Core and Agricultural and Preservation (AG) Zone to parkland as shown on the approved Preliminary Plan for the development. These zones are consistent with the development patterns/characteristics of the South Core of Greenbelt Station, where the proposed Residential Multifamily (RMF-48) Zone is not.
4. In consultation with Berwyn Heights, City of Greenbelt and property owners, apply a more appropriate zone to the properties located on the north side of Branchville Road. The City does not believe the RMF-48 Zone represents the type of development envisioned for this area, and is not the appropriate Zone to replace the existing M-X-T/DDOZ Zoning.
5. Apply the Agricultural and Preservation (AG) Zone to all developed Board of Education owned properties within the City of Greenbelt. Currently in the City school properties have various zones including Mixed Use Infill (M-U-I), One-Single Family Detached Residential (R-55) and Rural Residential (R-R). The City believes developed school sites should be zoned consistently, and that the AG Zone is most appropriate.
6. Apply the Reserved Open Space (ROS) Zone to all properties designated as a Forest Preserve per the Greenbelt City Code (See attached map). The Greenbelt Forest Preserve was established in 2003 and consists of nearly 200 wooded acres owned by the City of Greenbelt. These areas are protected areas that are different from a park, play area or other green areas. Given the significance, purpose and function of these spaces, the ROS Zone is the most appropriate Zone for these properties.
7. Apply the Agricultural and Preservation (AG) Zone to the 1.17 acre City park parcel located off Hanover Parkway adjacent to Schrom Hills Park (See attached

map). This parcel is part of Schrom Hills Park and should be zoned consistently with the other parcels that comprise this park.

Thank you for the opportunity to review and comment. The City looks forward to working with you and your staff on the Greenbelt Neighborhood Conservation Overlay Zone. Please direct any questions to Terri Hruby, Director of Planning and Community Development, (301)345-5417 or thruby@greenbeltmd.gov.

Sincerely,

Colin A. Byrd
Mayor

Attachment

cc. Elizabeth M. Hewlett, Chair Prince George's County Planning Board
Chad Williams, M-NCPP
City Council
Nicole Ard, City Manager

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Terri Hruby

Submitting Department: Planning

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

* Private Recreation Facilities Agreement for NRP/Greenbelt Metro Residential Development

Suggested Action:

Reference:

Private Facilities Agreement

Letter, E. Hewett, 09/24/2019

On September 23, 2019, the City Council conditionally approved the Preliminary Plan of Subdivision for the NRP/Greenbelt Metro multi-family residential development. A condition of City Council's approval was that, "Prior to the submission of a final record plat, the Applicant agrees to execute a Private Recreation Facilities Agreement (RFA) with the City to provide for the retention and future maintenance of proposed private recreation facilities." The Applicant has prepared the required RFA which identifies the private recreation facilities that are to be provided per the approved Preliminary Plan of subdivision. The RFA has been reviewed by the City Solicitor and Terri Hruby, the Director of Planning and Community Development and found to be acceptable.

Staff recommends the City Council approve the RFA for the NRP/Greenbelt Metro multi-family residential development.

Attachments:

[Private Facilities Agreement.pdf](#)

[Letter, E. Hewett, 09/24/2019.pdf](#)

**PRIVATE RECREATION FACILITIES AGREEMENT
FOR
GREENBELT METRO**

THIS AGREEMENT made this _____ day of _____ 2020, by and between **The City of Greenbelt** (hereinafter the “City”), a municipal corporation of the State of Maryland, with its principal offices at 25 Crescent Road, Greenbelt, Maryland 20770, and **Greenbelt Apartments LLC**, a Delaware limited company, with its principal office at 1228 Euclid Avenue, 4th Floor, Cleveland, Ohio 44115 (hereinafter the “Developer”).

WHEREAS, the City is a municipal corporation located outside of the Maryland-Washington Metropolitan District and it provides, maintains, and operates its own park system; and

WHEREAS, the City has delegated authority over the operation of parks and recreation in its municipal boundary to its Parks and Recreation Department; and

WHEREAS, according to Section 24-134(a) of the Prince George’s County Code, Developer’s proposed development was not subject to the mandatory dedication of parkland to the Maryland-National Capital Park and Planning Commission (hereinafter the “M-NCPPC”) requirement because the property is located outside of the Maryland-Washington Metropolitan District; and

WHEREAS, Section 24-134(a), however, requires mandatory dedication of parkland to a municipality, upon a request from such a municipality, and, in accordance with this section, the City requested that the mandatory dedication of parkland be met through the provision of a fee-in-lieu and private on-site recreational facilities; and

WHEREAS, Section 24-135 of the Subdivision Regulations of the Prince George’s County Code provides that, in conjunction with certain types of development, recreation facilities which equal or exceed the requirements for mandatory dedication may be provided by a subdivision applicant to satisfy the mandatory dedication requirement of the Subdivision Regulations, which was requested by the City; and

WHEREAS, the Developer is the contract purchaser of certain property that is the subject of a preliminary plan of subdivision 4-14010 (PGCPB No. 19-118) and a detailed site plan DSP-19014 (PGCPB No. 20-02). Said property being the same land owned by Greenbelt/Springhill Lake Associates, LLC; Greenbelt GKA Realty, LLC; and Greenbelt L Realty, LLC, respectively; being further identified as Parcels J, K, and L in Plat Book VJ 182 at Plat No. 39, comprising of approximately 15.89 acres of land in the 21st Election District, Prince George’s County, Maryland (the “Property”); and

WHEREAS, the Developer has proposed to provide a fee-in-lieu and private on-site recreation facilities to satisfy the City’s requirements of mandatory dedication; and

WHEREAS, the City has accepted the Developer's proposal.

NOW, THEREFORE, in consideration of the acceptance by the City of the Developer's offer to provide a fee-in-lieu and private on-site recreation facilities in lieu of mandatory dedication, the mutual promises and obligations contained herein, and for other good and valuable consideration which is hereby acknowledged, the parties hereto have agreed to the following provisions:

1. Recreation Facilities. The Developer shall construct on that portion of the property being subdivided, in accordance with approved preliminary plan of subdivision 4-14010 (PGCPB No. 19-118) and detailed site plan DSP-19014, the recreation facilities approved by the Planning Board (PGCPB No. 20-02) (the "Project"), as specified below:

- (a) **Fee-in-Lieu:** The Developer shall make a financial payment of Fifty Thousand Dollars (\$50,000.00) to the City's Parks and Recreation Department upon the City's approval of a building permit for Building No. 2000. This financial payment shall be used by the City's Parks and Recreation Department for use at the City's discretion towards improvements planned for the Springhill Lake Recreation Center.
- (b) The private on-site recreation facilities to be constructed by the Developer, subject to force majeure, are as follows:

FACILITY DESCRIPTION	CONSTRUCTION SCHEDULE
Clubhouse & Pool Facility	Prior to the issuance of the 210 th Use and Occupancy Permit
Community Garden	Prior to the issuance of the 210 th Use and Occupancy Permit
Dog Park	Prior to the issuance of the 354 th Use and Occupancy Permit
Pet Spa/Wash	Prior to the issuance of the 354 th Use and Occupancy Permit
Tot Lot	Prior to the issuance of the 354 th Use and Occupancy Permit

(c) It is occasionally necessary to adjust the precise timing of the construction of private on-site recreational facilities as more details concerning grading and construction become available and due to impacts of severe weather events. Phasing of the recreational facilities may be adjusted by written permission of the City, or its designee, without modification of this

Agreement, under certain circumstances, such as the need to modify construction sequence due to engineering/building necessity. An increase in the number of permits allowed to be released prior to construction of any given facility shall not exceed 10% over the number originally provided herein for each trigger. All other modifications will be governed by Section 7 of this Agreement.

(d) "Force majeure" shall be defined as any delay or added cost due to one or more of the following: (i) area-wide strikes or lockouts affecting the Project area generally, (ii) delays in the delivery of materials or disruption of shipping affecting the Project area generally, (iii) acts of God, (iv) weather conditions that exceed usual conditions for the geographic area, (v) fire, casualty, criminal acts, embargoes, quarantines, enemy action, wars, riots, civil commotion, civil insurrections or acts of terrorism, (vi) tariffs, changes in laws, codes and regulations, or capricious or arbitrary governmental interpretations, policies or procedures concerning same, or unforeseeable delays in receiving required licenses, permits, inspections or approvals, (vii) adverse and unknown physical or environmental site conditions not otherwise disclosed in an environmental Phase I report, (viii) materials shortages not due to the failure to contract for the same, and (ix) other cases or circumstances beyond the control of the Developer.

2. Non-discrimination. The Developer shall not discriminate against any employee or applicant for employment due to age, sex, race, creed, color, national origin or disability.

3. Indemnification. The Developer shall indemnify and save harmless the City from and against all actions, liability, claims, suits, damages, cost or expense of any kind arising from the Developer's negligence or failure to perform any of the obligations under the terms of this Agreement.

4. Certificate of Compliance. Within thirty (30) days of written request by either party given to the other Party requesting a statement of compliance with this Agreement, the other Party will execute and deliver to the requesting Party a statement certifying that:

- (a) This Agreement is unmodified and in full force and effect, or if there have been modifications, that this Agreement is in full force and effect as modified and stating the date and nature of each modification;
- (b) There are no current uncured defaults under this Agreement, or specifying the date and nature of each default;
- (c) All improvements outlined in Section 1(b) have been completed and are acceptable as approved in DSP-19014 (PGCPB No. 20-02); and/or
- (d) Any other information that may be reasonably requested.

5. Mortgagee Protection. This Agreement will not affect the right of Developer to encumber all or any portion of the Property by mortgage, deed of trust or other instrument to secure financing for the Project. The City understands that a lender providing financing of the development of the Property ("Lender") may require interpretations of or modifications to this Agreement and agrees to not unreasonably refuse to cooperate with Developer and its Lenders' representatives in connection with any requests for interpretations or modifications so long as such modifications are not substantially inconsistent with the terms of this Agreement. The City agrees not to unreasonably condition, withhold or delay its approval of any requested interpretation or

modification if the interpretation or modification is consistent with the intent and purposes of this Agreement. The City further agrees as follows:

- (a) The City will, upon written request of a Lender given to the City by certified mail, return receipt requested, at the addresses provided by Lender, provide the Lender with a copy of any written notice of default given to Developer under this Agreement within ten (10) days of the date such notice is given to Developer.
- (b) Upon default by Developer under this Agreement, a Lender may, but will not be obligated to, promptly cure any default during any cure period extended to Developer, either under this Agreement or under the notice of default.
- (c) Any Lender who comes into possession of any portion of the Property by foreclosure or deed in lieu of foreclosure will take such Property subject to the terms of this Agreement. No Lender will be liable for any defaults or monetary obligations of Developer arising prior to the Lender's acquisition of title, but a Lender will not be entitled to obtain any permits or approvals with respect to that Property until all delinquent fees and other obligations of Developer under this Agreement that relate to the Property have been paid or performed.

6. Binding Covenant. The provisions of this Agreement shall be a covenant which runs with the lands and is binding on the Developer, his heirs, successors and/or assigns. In the event that the Developer assigns this RFA to more than one successor, the City reserves the right to require a new or amended RFA for each successor.

7. Recordation. This Agreement shall be recorded in the Land Records of Prince George's County prior to the acceptance of the above-referenced plat by the Development Review Division of M-NCPPC. All recording fees shall be paid by the Developer. The original recorded RFA shall be returned to the City with a copy to the Developer and M-NCPPC. The failure of the Developer to record this Agreement shall preclude the issuance of any building permits applied for in the above-named subdivision.

8. Modification. Any substantial modification to this Agreement, which shall only be deemed to include a modification that contemplates the removal of any or all of the on-site recreational facilities, shall be permitted only upon the filing of a new preliminary plat or site plan by the Developer, approval by the Planning Board or its designee, and the recording of an Amended Recreation Facilities Agreement.

9. Entire Agreement. This instrument contains the entire Agreement between the parties and shall not be modified except by written agreement signed by the parties and attached hereto.

10. Severability. The invalidity or illegality of any provision of this Agreement shall not affect the remainder of this Agreement or any other provision contained herein.

11. Applicable Law and Forum. This Agreement shall be interpreted and enforced in

accordance with the laws of the State of Maryland.

12. Waiver. The failure of the City to enforce any part of this Agreement shall not be deemed as a waiver thereof.

13. Termination. This Agreement shall extend for twenty-five (25) years from the date of execution. All obligations of the Developer under this Agreement shall become due one (1) year prior to the expiration of this Agreement.

14. Recitals. The Recitals are hereby incorporated in this Agreement.

[The remainder of this page has been intentionally left blank.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be properly executed on the day and year first written above.

SEAL/WITNESS:

GREENBELT APARTMENTS LLC.

Name:

Title:

ATTEST:

THE CITY OF GREENBELT

Name:

Title:

STATE OF MARYLAND :
COUNTY OF _____ :

I hereby certify that before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared _____, _____ who acknowledged that he/she is authorized to execute the above Agreement for the reasons and purposes stated therein.

Witness my hand and official seal this _____ day of _____, 2020.

Notary Public

My commission expires: _____

STATE OF MARYLAND :
COUNTY OF _____: ss

I hereby certify that before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared _____, _____ for the City of Greenbelt, who acknowledged that s/he is authorized to execute the above Agreement for the reasons and purposes stated therein.

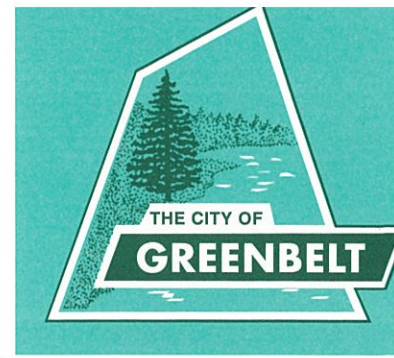
Witness my hand and official seal this _____ day of _____, 2020.

Notary Public

My commission expires: _____

CITY OF GREENBELT

25 CRESCENT ROAD, GREENBELT, MD. 20770-1886



September 24, 2019

CITY COUNCIL

Emmett V. Jordan, Mayor
Judith F. Davis, Mayor Pro Tem
Colin A. Byrd
Leta M. Mach
Silke I. Pope
Edward V.J. Putens
Rodney M. Roberts

Chairman Elizabeth M. Hewlett
Prince George's County Planning Board
14741 Governor Oden Bowie Drive
Upper Marlboro, MD 20772

RE: Preliminary Plan of Subdivision (PPS 4-19010) – NRP Greenbelt Metro

Dear Chairman Hewlett:

The Greenbelt City Council has reviewed the Preliminary Plan of Subdivision (PPS) for Greenbelt Metro, and on September 23, 2019 voted 5 to 2 to support the PPS with conditions. Attached is a list of the conditions approved by the City Council, and accepted by the applicant. The City respectfully requests that its conditions are supported by the Prince George's County Planning Board and included as conditions of approval by the Planning Board, if the Board recommends approval of the PPS.

The PPS proposes a 354 unit multi-family development on land previously approved for commercial office. The City was enthused by the applicant's earlier vision of a mixed use, multi-family development accessible to transit built at the Capital Office Park and that at the time included a retail component. The City is disappointed that the PPS under consideration does not include a retail component and has requested the applicant reconsider the introduction of a retail use as the project moves forward.

Over the last year, the Applicant has worked closely with the City to address the city's concerns relating to density, open space, transportation, recreational amenities, and the environment. The City believes that with the Applicant's agreement to the City conditions, these issues will be adequately addressed at the time of detailed site plan and looks forward to supporting this project as it moves through the development review process.

Thank you for the opportunity to review and comment. If you have any questions regarding the City's position on this matter please contact Judith Howerton, Community Planner II at (240) 542-2040.

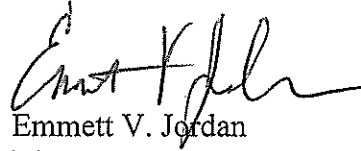
A NATIONAL HISTORIC LANDMARK

(301) 474-8000 FAX: (301) 441-8248

www.greenbeltmd.gov



Sincerely,

A handwritten signature in black ink, appearing to read "Emmett V. Jordan".

Emmett V. Jordan
Mayor

cc. City Council
Honorable Todd Turner, County Council Chair
Nicole Ard, City Manager
Terri Hruby, Director of Planning and Community Development
Judith Howerton, Community Planner II
Christopher Davis, M-NCPPC, Subdivision and Zoning
Todd Pounds, City Solicitor
Matt Tedesco, McNamee Hosea

City of Greenbelt
Preliminary Plan of Subdivision (PPS 4-19010) – NRP Greenbelt Metro

Greenbelt City Council Conditions of Support
September 23, 2019

1. The applicant shall obtain a construction in the right-of-way permit from the City of Greenbelt for the construction of the proposed access drives on Cherrywood Lane, and frontage improvements prior to the issuance of the first building permit. The access permit application shall include a traffic impact study. The traffic impact study shall be conducted in accordance with the adopted M-NCPPC Transportation Guidelines, which shall also include an unsignalized intersection analysis for the Cherrywood Lane and Ivy Lane intersection. If that intersection fails the applicable unsignalized intersection analysis, the applicant shall then provide a signal warrant analysis, as required by the M-NCPPC Transportation Guidelines. The traffic impact study shall be reviewed by the City, and if traffic improvements are required as a result of the findings of the traffic impact study, said improvements shall be funded and constructed by the applicant, with timing to be agreed upon prior the issuance of the first building permit.
2. The applicant shall construct frontage improvements along Cherrywood Lane that include sidewalk, bike lane, lighting, bus stop/shelter, and street trees consistent with the City's approved Complete and Green Street Policy. In addition, the applicant agrees to contribute \$100,000.00 towards the City's Cherrywood Lane Complete and Green Street Project. Timing of said contribution shall be agreed upon prior to the issuance of the first building permit by the City.
3. The applicant agrees to provide off-site woodland mitigation/conservation in conformance with and pursuant to Subtitle 25 of the County Code and the Woodland and Wildlife Habitat Conservation Technical Manual, and agrees to work with the City to identify if there are any suitable woodland mitigation banks within the City. All costs associated with such mitigation shall be the responsibility of the Applicant.
4. Excluding non-native invasive species, the applicant agrees to mitigate the loss of trees (≥ 6 inches in caliber) in the stream buffer associated with utility installation and grading operations. At the time of Detailed Site Plan, a mitigation plan shall be submitted for review by the City of Greenbelt.
5. At the time of Detailed Site Plan, the applicant shall submit a Phase II noise study in accordance with M-NCPPC guidelines for review by the City.
6. At the time of Detailed Site Plan, the applicant shall submit a recreation package to the County and to the City of Greenbelt that includes details of the private recreational facilities in accordance with the standards outlined in the Prince Georges' County Park and Recreation Facilities Guidelines to include a pool and associated club house and amenities, pet spa, pet wash equipment, dog park, tot lot, and community garden. In

addition, the applicant agrees to contribute \$50,000.00 to the City's Parks and Recreation Department for use towards City improvements planned for the Springhill Lake Recreation Center. Timing of said contribution shall be agreed upon prior to the issuance of the first building permit by the City.

7. Prior to the submission of a final record plat, the Applicant agrees to execute a Private Recreation Facilities Agreement with the City to provide for the retention and future maintenance of proposed private recreation facilities. The executed agreement shall be recorded among the land records of Prince Georges County.

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Joe McNeal

Submitting Department: Recreation

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

* Greenbelt Arts Center Lease Agreement

Suggested Action:

Reference: Greenbelt Arts Center Lease Agreement

The Greenbelt Community Center leases use of space at the facility to a number of tenants. The annual lease the City holds with the Greenbelt Arts Center for the Costume Shoppe located on the ground floor of the facility is due for renewal May 1, 2020.

Included in Council's packet is a copy of the Lease Agreement for review. It is recommended the lease agreement be approved. Approval of this item on the consent agenda will indicate Council's approval of the lease agreement.

Attachments:

[GACenter lease 2020 proposed.pdf](#)

**Greenbelt Recreation Department
City of Greenbelt, Maryland**

GREENBELT COMMUNITY CENTER

GREENBELT ARTS CENTER LEASE AGREEMENT

THIS AGREEMENT, is hereby made this 1st day of May 2020 by and between the City of Greenbelt, Maryland, hereinafter referred to as the "City", a public body corporate of the state of Maryland, and Licensee name Greenbelt Arts Center, hereinafter the "Licensee".

WHEREAS, the City is the owner of the building known as the Greenbelt Community Center (hereinafter the "Center"), located in the City of Greenbelt, Prince George's County, Maryland;

WHEREAS, the City is desirous of entering into an agreement with the Licensee to lease space in the Community Center.

NOW, THEREFORE, in the consideration of the mutual covenants and agreements herein contained, it is agreed as follows;

1. Term. The term of this agreement shall be for one year ending at 11:59 p.m. on April 30, 2021. After that date, the Licensee and City will renew for additional terms of one year at the sole discretion of the City.

2. Payment. The Licensee shall pay to the City the sum of \$136.85 per month by the 1st of each month. A late fee of 10% shall be assessed if payment is not received by the 5th of the month. If payment is not received on or before the last day of the month, the City may, at its option, terminate this agreement.

3. Payment Increase. Any extensions or renewals of this Agreement shall be subject to an increase in the monthly payments.

4. Security Deposit. Licensee hereby agrees that Landlord will hold previous paid one month security deposit in the amount of \$106.00 through the term of the lease.

5. Space. Upon execution of this Agreement, the City shall designate Room 12 at the Greenbelt Community Center known as the Greenbelt Arts Center Costume Shop as the rented space. The room shall be for the exclusive use of the Licensee with access during Center business hours.

6. Obligations of the Licensee. The Licensee shall comply with the following obligations and requirements:

- (a) utilize such space allocated to it in said Center by the City;
- (b) keep the premises and fixtures in good order and condition and, at

the expiration or other termination of this Agreement, surrender same in like good order and condition, ordinary wear and tear excepted. The Licensee is responsible for providing their trash and recycling removal from the Center to the garbage areas located outside;

(c) maintain the premises in an organized fashion with clear passage to all doors and HVAC terminals. All doors must be able to open completely. On a bi-annual basis, conduct a review of inventory and discard unusable items and garbage;

(d) indemnify and save harmless the City from and against any and all claims, suits, damages, costs, losses and expenses arising from the Licensee's negligence or use of the subject premises;

(e) observe and comply with the regulations of the City as may be prescribed from time-to-time on written notice to the Licensee for safety, care and cleanliness of the Center and the comfort and convenience of other Licensees;

(f) obtain all insurance coverage for all personal property, materials, and tools, located at the Center;

(g) to describe all chemicals, equipment and tools that are stored and/or utilized at the Center. The Licensee shall update the City in writing during the course of this Agreement as needed;

(h) not store any hazardous materials on the premises or any materials that would violate the City's insurance policy on the Center.

(i) apply for and obtain all required County and State permits or licenses and provide the City with copies, if applicable.

7. Insurance. The Licensee shall furnish a Certificate of Insurance verifying the existence of \$100,000.00 in liability insurance coverage required by the City. The Certificate shall name the City as an additional insured and require sixty (60) days advance notice in the event of modification or termination.

8. Waiver. The City's failure to enforce any provision of this Agreement, any regulation required pursuant to this Agreement, or a breach by the Licensee, shall not be deemed a waiver of any such provision, regulation or breach.

9. Non-Liability. The City shall not be responsible for any liability, loss or damage to any personal property of the Licensee located in the Center with the exception of any damage caused by city employees or their contractual personnel.

10. Termination. Should either party fail to fulfill the terms of this agreement the other party may terminate the lease with thirty (30) days written notice. If the City decides to close or needs to stop operating the Center, this Agreement may also be terminated by the City upon thirty (30) days written notice. Upon termination, the Licensee shall immediately vacate the Center after the expiration of the last month paid in full. A fee for the entire month shall be assessed in the event that the Licensee holds over beyond

the termination date.

11. Assignments. The Licensee is prohibited from assigning this Agreement or any rights hereunder without the prior written approval of the City.

12. Joint and Several Liability. Each Licensee to this Agreement is jointly and severally responsible to the City for the full performance under this Agreement and for compliance with applicable laws, rules and regulations.

13. Space Alteration. The Licensee shall not make any structural or substantive alterations or additions to the work space without the prior written consent of the City. The Licensee may attach items to the walls, e.g. photographs or plaques and bookcases or cabinets, and may repaint. Alterations, improvements and changes made by the Licensee shall be performed at the Licensee's sole expense.

14. Utilities. The City shall furnish water, gas, sewer, electricity, light, heat, and power. The Licensee upon written approval by the City, may install telephone, cable television, and other utility service to its work space. The Licensee shall be responsible for any costs associated with the installation and the provision of any additional utility services and for monthly telephone charges.

15. Lost Key Charge. Licensee will be charged for replacement of lost or stolen keys according to the Facility Key Agreement. Licensee must report to City that the key has been lost or stolen.

IN WITNESS WHEREOF, the parties herein have affixed their signatures on the day and year first written above.

WITNESS:

LICENSEE:

Name:

Title:

CITY OF GREENBELT

Name:

Title:

GREENBELT ARTS CENTER

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

* Reappointment to Advisory Groups

Suggested Action:

Reference: Reappointment Surveys

The following individuals have indicated their willingness to continue to serve on City Advisory Boards and Committees:

Jamie Krauk - Community Relations Advisory Board

Patricia Evans - Board of Elections

Janet Mirsky - Advisory Committee on Education

Attachments:

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section:

Subject:

* Resignation from Advisory Group

Suggested Action:

Reference: Letter, J. Ott, 03/04/2020

Judith Ott has submitted her resignation from he Board of Election.

Approval of this item on the consent agenda will indicate Council's intent to accept her resignation with regret.

Attachments:

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section:

Subject:

Meetings

Suggested Action:

Attachments:

[meetings.pdf](#)

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

4/8/2020 1:54 PM



City Council Meetings & Work Sessions
April – May

Budget Work Session – Overview, General Fund, General Government, Miscellaneous & Other Funds, (Virtual)	Thurs.	04/16	8:00 pm
Budget Work Session – Museum/Social Services (CARES), (Virtual)	Mon.	04/20	8:00 pm
Budget Work Session – Public Works/ Capital Projects Fund, (Virtual)	Wed.	04/22	8:00 pm
Regular Meeting, (Virtual)	Mon.	04/27	8:00 pm
Budget Work Session – CERT/CART/GVFD/Public Safety, (Virtual)	Wed.	04/29	8:00 pm
Budget Work Session – Recreation, (Virtual), (Subject to COVID-19)	Mon.	05/04	8:00 pm
Work Session – TBD, (Virtual), (Subject to COVID-19)	Wed.	05/06	8:00 pm
Regular Meeting – 1 st Public Hearing, (Virtual), (Subject to COVID-19)	Mon.	05/11	8:00 pm
Budget Work Session – Planning/Economic Development, (Virtual), (Subject to COVID-19)	Wed.	05/13	8:00 pm
Budget Work Session – Final Budget Review, (Virtual), (Subject to COVID-19)	Mon.	05/18	8:00 pm
Work Session – TBD, (Virtual), (Subject to COVID-19)	Wed.	05/20	8:00 pm
No Meeting – Memorial Day	Mon.	05/25	
Regular Meeting – 2 nd Public Hearing/Constant Yield Tax Rate, (Virtual), (Subject to COVID-19)	Tues.	05/26	8:00 pm
Budget Work Session – Green Ridge House, (Virtual), (Subject to COVID-19)	Wed.	05/27	7:30 pm

- *Councilmembers will present reports on conferences, meetings and events as the last item of business at Monday Work Sessions.*

This schedule is subject to change. For confirmation, call 301-474-8000. Regular and Special meetings and Work Sessions are open to the public. If special accommodations are required for any disabled person, please call 301-474-8000 or 301-474-3870 no later than 10 a.m. on the meeting day. Deaf individuals are advised to use MD RELAY at 711 or e-mail banderson@greenbeltmd.gov to reach the City Clerk. Unless otherwise noted, meetings will be held in the Council Room of the Municipal Building (MB) at 25 Crescent Rd. Meetings marked "CC" will be held in the Community Center at 15 Crescent Rd., "Greenbriar" will be held in the Terrace Room at 7600 Hanover Parkway, "SHL" will be held in the Springhill Lake Recreation Center, Green Ridge House will be held at 22 Ridge Road, "GHI" will be held at 1 Hamilton Place and "Verde" will be held at 8010 Greenbelt Station Parkway.

Bonita Anderson, City Clerk

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

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

MD RELAY 711

157

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

4/8/2020 1:54 PM

Ready to be scheduled:

BARC/BEP Meeting (include: Beltsville &
Vansville Associations, FAR-B, Congressman
Hoyer, etc.)
Roosevelt Center Owner
MARC Train Service/ MDOT
GHI – NCOZ/Arts & Entertainment District
Potential Bond Referendum/Capital Financing
Cemetery Plans
Forest Preserve/Community Gardens
WSSC
Beltway Plaza (stakeholder)
State Highway Administration
Teleconferencing
Pepco
Board of Education – Facility Needs
University of Maryland (2020)
Civic Association

For later scheduling:

Zoning Enforcement
Parkway Apartment Owners/GHI (parking)
Northway Fields Master Plan
City Manager Updates (Jan, Pre-budget; July &
Sept/Oct)
Meeting with County on Transportation Plan
Hotels
Department of Permitting, Inspections &
Enforcement (DPIE)
Museum Plan
Apartments

City Council Agenda Item Report

Meeting Date: April 14, 2020

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section:

Subject:

Stakeholders

Suggested Action:

Attachments:

[Stakeholder Schedule.pdf](#)

Annual														
Advisory Group Chairs	3/16	2/17	7/18	7/19										
Franklin Park at Greenbelt Station Mgmt.	8/16	11/17	12/18	12/19										
Greenbelt East Advisory Coalition	3/16	7/17	3/19											
Greenbelt Homes, Inc.	6/16	7/17	7/18	7/19										
County Executive/ County Council	12/13	9/16	1/19											
Biennial														
Roosevelt Center Merchants	11/16	1/18	1/20											
Beltsville Ag. Research Center/ NPS Greenbelt Park	03/14	7/16	8/18											
	7/15	1/18	1/20											
Beltway Plaza	9/14	3/17												
Greenway Center	7/14	12/16	2/19											
Civic Associations	8/14	2/18												
NASA/GSFC	3/15	3/17	9/19											
PG Co. Economic Development Corp.	8/14	4/17	7/19											
School Board	2/16	5/17	10/18	3/19										
State Highway Administration	6/15	10/17												
Every Three Years														
Apartments	2/18													
Religious/Spiritual Organizations	3/13	6/15	6/19											
Greenbelt Watershed Groups	8/14	10/16	10/19											
Hotels														
University of Maryland	3/13	4/15												
Every Three Years or Major Issue														
Comcast	9/13	11/17												
Verizon	2/20													
PEPCO	9/14	1/17												
WSSC	12/12	9/16												
WGL														
Capital Office Park	12/12	1/16	9/19											
Other Business Parks:														
Maryland Trade Center														
Golden Triangle														
Hanover Parkway														
Belle Point														
Edmonston Road														
Hanover Parkway														
Roosevelt Center Owner	9/15													

WMATA/PGDPW&T (Semi-Annual)	11/16	9/17	11/18	1/20										
Other/As Needed														
M-NCPPC/Planning Board (Major Issue)	6/06	7/14	10/19											
Business Coffee (Every Four Months)	10/17	2/18	8/18	11/18	2/19	5/19	8/19	12/19	3/20					
State's Attorney (4 years)	2/11	4/15	9/19											

(Rev. March 5, 2020)