



CITY COUNCIL AGENDA
Municipal Building & Virtual

This meeting will be held in-person and virtual.

**25 Crescent Road
Greenbelt, MD 20770**

OR

Virtual Participation

Zoom Webinar Attendees:

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

Please click the link below to join the webinar:

**[https://us02web.zoom.us/j/86711967570?](https://us02web.zoom.us/j/86711967570?pwd=Ty84bGJ5VkRjdWNNODhlcmNNS0o0Zz09)
[pwd=Ty84bGJ5VkRjdWNNODhlcmNNS0o0Zz09](https://us02web.zoom.us/j/86711967570?pwd=Ty84bGJ5VkRjdWNNODhlcmNNS0o0Zz09)**

Dial-in: 301 715 8592

Webinar ID: 867 1196 7570

Passcode: 993194

**Monday, April 11, 2022
7:30 PM**

I. ORGANIZATION

1. Roll Call
2. Call to Order

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

II. COMMUNICATIONS

7. Presentations

7a. Earth Day Proclamation

Suggested Action:

Greenbelt issues a proclamation annually in recognition of Earth Day. This year Earth Day will be celebrated by the City on Saturday, April 23rd. Kevin Carpenter-Driscoll will accept the proclamation and give an overview of this year's Earth Day plans.

[EarthDayProc2022.pdf](#)

[Earth Day 2022 Agenda Council.pdf](#)

7b. Telecommunication Week Proclamation

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. Chief Bowers will be present to receive the proclamation on behalf of the Communication Unit.

[Proclamation Telecommunications Week 2022.pdf](#)

7c. City Council Support of Ukraine Proclamation

Suggested Action:

Mayor Jordan will present a proclamation declaring Council's Support of Ukraine.

[Ukraine Proclamation.pdf](#)

7d. ARPA Engagement Update

Suggested Action:

Reference: Memorandum - T. George

[Memorandum - T. George.pdf](#)

***8. * Minutes of Council Meetings**

Suggested Action:

- * Regular Meeting - March 22, 2021
- * Regular Meeting - April 26, 2021
- * Work Session - December 1, 2021
- * Work Session - December 15, 2021
- * Work Session - February 16, 2022
- * Interview - March 02, 2022
- * Interview - March 21, 2022

[RM210426.pdf](#)

[RM210322.pdf](#)

[WS211201.pdf](#)

[WS211215.pdf](#)

[WS220216.pdf](#)

[INT220302.pdf](#)

[INT220321.pdf](#)

9. Administrative Reports

Suggested Action:

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

https://www.greenbeltmd.gov/government/city-administration/city-manager-s-office/weekly-reports/-folder-1453#docan2352_4054_3510

*10. * Committee Reports

III. LEGISLATION

11.

A Resolution To Authorize The Negotiated Purchase Of Professional Consulting Services For Configuring And Deploying Data Dashboards For Crime And Traffic Stops

- 2nd Reading and Adoption

Suggested Action:

Reference: Resolution

Environmental Systems Research Institute, Inc. Invoice

The Police Department is seeking to implement a publicly available data dashboard to provide greater transparency related to police interactions with residents as well

as crime trends across the City.

These interactive dashboards show the departments commitment to improving transparency and meet the requirements of Resolution 2103 that require the department to produce reports on traffic stop data. Updated monthly, available data will include statistics related to police traffic stops and crime statistics. Future uses may also include arrests, use of force, and complaints.

The Police Department has funds in the FY2022 budget that had been previously allocated for records management software. That records management system is no longer in use due to the switch to the Prince Georges County system.

The City currently has existing contracts with Environmental Systems Research Institute, Inc. (Esri) and this would be an addition to those services.

Ms. Pope 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.pdf](#)

[ESRI Invoice.pdf](#)

12. A Resolution to Authorize the Negotiated Purchase of a New Financial Management System from Edmunds GovTech at a Cost Not to Exceed \$100,000.

-1st Reading

Suggested Action:

Reference: Resolution

Memorandum - B. Gaymon

Sales Proposal

The Finance Department is seeking to replace its aging and outdated financial management system to help streamline many of the City's current financial processes; provide electronic access to vendors and provide integration with other City tracking systems.

The recommended product has the required modules necessary for the city's financial operations to continue including the general ledger, accounts payable, accounts receivable, payroll, budget, human resources, fixed assets, utility and property tax billing, miscellaneous receivables and cash receipts.

The Finance Department has \$400,000 in the FY2022 budget and the recommended financial management system is at a cost of \$96,180 for implementation in the first year and \$56,619 for maintenance in subsequent years.

It is recommended this resolution be introduced for first reading.

[Resolution.pdf](#)

[Memorandum, B. Gaymon.pdf](#)

[Sales Proposal.pdf](#)

IV. OTHER BUSINESS

13. ARPA Lost Revenue Designation

Suggested Action:

Reference: Memorandum - T. George

As part of the City's April 30th ARPA Report submission to Treasury, the City must advise if we will calculate revenue loss according to Treasury's "itemized" formula or elect a "Standard Allowance" of \$10 million. This was announced/discussed during Council meetings and at the ARPA public meetings. Designating the full \$10M in lost revenue was recommended by the Hagerty Group during their weekly meetings and will provide flexibility in use as well as reducing the reporting requirements. Based on the recommendations of the Treasury/State representatives, staff is recommending the City designate the \$10M standard allocation as lost revenue.

[Memorandum - T. George.pdf](#)

14. Council Activities

15. Council Reports

***16. * Appointment to Advisory Board**

Suggested Action:

Reference: Applicant and Signed Code of Conduct

On February 9, 2022, Council interviewed Ms. Amanda Spaid, for appointment to the Arts Advisory Board (AAB).

Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Spaid to the Arts Advisory Board.

***17. * Reappointment to Advisory Boards/Committees**

Suggested Action:

Reference: Reappointment Survey

Lisa Behuncik has indicated her willingness to continue to serve on the Employee Relations Board (ERB).

Owen Kelley has indicated his willingness to continue to serve on the Forest

Preserve Advisory Board (FRAB).

Mary Sciannella has indicated her willingness to continue to serve on the Employee Relations Board (ERB).

Patrick Carroll has indicated his willingness to continue to serve on the Youth Advisory Committee (YAC).

Xochitt Zamora-Thompson has indicated her willingness to continue to serve on the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES).

Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Behuncik, Mr. Kelley, Ms. Sciannella, Mr. Carroll, and Ms. Zamora-Thompson to a new term.

***18. * Resignation from Advisory Group**

Suggested Action:

Reference: Reappointment Survey

Melinda Brady has submitted her resignation from the Advisory Committee on Education (ACE).

Joseph Hamlin has submitted his resignation from the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES).

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

V. MEETINGS

Meetings

Suggested Action:

[meetings.pdf](#)

Stakeholders

[Stakeholder Schedule.pdf](#)

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

Earth Day Proclamation

Suggested Action:

Greenbelt issues a proclamation annually in recognition of Earth Day. This year Earth Day will be celebrated by the City on Saturday, April 23rd. Kevin Carpenter-Driscoll will accept the proclamation and give an overview of this year's Earth Day plans.

Attachments:

[EarthDayProc2022.pdf](#)

[Earth Day 2022 Agenda Council.pdf](#)

PROCLAMATION

WHEREAS, Earth Day was first celebrated on April 22, 1970, with the goal of inspiring environmental awareness and encouraging the conservation, protection, and appreciation of our nation's natural resources; and

WHEREAS, it is the responsibility of each of us to safeguard the environment by recognizing that all human life depends upon the Earth and upon one another for our mutual existence, well-being, and development; and

WHEREAS, Greenbelt supports the Climate Change Initiative goals of the Metropolitan Washington Council of Governments and the State of Maryland's Greenhouse Gas Reduction initiative; and

WHEREAS, Greenbelt takes many steps to protect and enhance our natural surroundings through a variety of positive actions, including community cleanup events, planting projects, refuse and recycling initiatives, and educational forums and workshops; and

WHEREAS, Greenbelt is recognized as a Tree City USA by the National Arbor Day Foundation, a Bee City USA by the Xerces Society, a Maryland Smart Energy Community, a Sustainable Maryland Certified Community, and an Environmental Protection Agency Green Power Partner, and has pledged to continue increasing its recycling rate, expanding its fleet of alternative fuel vehicles, promoting green building and complete street techniques, increasing energy efficiency, improving air quality, and preserving its open spaces; and

WHEREAS, the City established the Greenbelt Advisory Committee on Environmental Sustainability and a Green Team to study, investigate and advise Council on environmental issues impacting Greenbelt; and

WHEREAS, Greenbelt proudly recognizes all who participate in Earth Day for their proactive dedication to shaping a better future.

NOW THEREFORE, I, Emmett V. Jordan, by the authority vested in me by the citizens and City Council of Greenbelt, do hereby issue this proclamation in honor of the

52nd ANNIVERSARY OF EARTH DAY

and urge all our residents to celebrate Earth Day by supporting and joining in efforts to protect our environment and to preserve the beauty, wonder, and diversity of our Earth's lands, skies, and waters.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 11th day of April 2022.

EMMETT V. JORDAN, Mayor

ATTEST: Bonita Anderson, City Clerk



Volunteer Event Schedule

Earth Day Celebration

April 23, 2022 from 10 am – 1 pm

Location:

Buddy Attick Park

Saturday, April 23rd

Registration 9:45 am – 10:05 am	➤ Volunteer registration paperwork
Orientation 10:05 am – 10:25 am	➤ Introduce staff from Greenbelt Public Works and describe the scope and importance of the day's work (Kevin) ➤ Earth Day Proclamation (Mayor Jordan)
Service 10:25 am – 12:45 am	➤ Volunteers will work with PW personnel to install native plants and apply mulch to portions of the food forest ➤ If time allows, volunteers will work to remove invasive species from the wood line
Clean Up 12:45 pm – 1:00 pm	➤ Return gloves and equipment to Public Works truck (All) ➤ Thanks for service, final wrap up, and group picture (Kevin)

Follow Up: Write a News Review article describing the event turnout (# of volunteers, what was planted, quotes, pictures, etc.).

Contacts:

Kevin Carpenter-Driscoll
Chondria Andrews

kdriscoll@greenbeltmd.gov (240) 542 -2168
candrews@greenbeltmd.gov

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

Telecommunication Week Proclamation

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. Chief Bowers will be present to receive the proclamation on behalf of the Communication Unit.

Attachments:

[Proclamation Telecommunications Week 2022.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, Emmett V. Jordan, by the authority vested in me by the citizens and City Council of Greenbelt, declare the week of April 10th through the 16th, 2022 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, SARAH GIGNAC, LINDSEY LOVING and AMANDA GALYON** 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 11th day of
April, 2022.

EMMETT V. JORDAN, MAYOR

ATTEST:

Bonita Anderson
City Clerk

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS

Subject:

City Council Support of Ukraine Proclamation

Suggested Action:

Mayor Jordan will present a proclamation declaring Council's Support of Ukraine.

Attachments:

[Ukraine Proclamation.pdf](#)

PROCLAMATION

WHEREAS, the City of Greenbelt has a long history of advocating for local democracy and working to build connections between municipal leaders; and

WHEREAS, Cities across America are taking steps to stand in solidarity with Ukraine; and

WHEREAS, the City of Greenbelt stands united with the cities, towns, and villages of Ukraine, who are standing up for their democracy, and;

WHEREAS, the first responsibility of the City of Greenbelt's Councilmembers is to keep our residents safe and free from oppression, and we applaud the bravery of the officials in Ukraine who are working to protect the lives, liberty, and property of residents in their communities, and;

WHEREAS, the City of Greenbelt supports the United States taking an active role in ending the current crisis and condemns the unwarranted aggression of the Russian government.

NOW, THEREFORE BE IT RESOLVED, on this 30th day of March 2022, by the City Council of Greenbelt, do hereby proclaim

SUPPORT OF THE CITY OF GREENBELT FOR UKRAINE AND ITS PEOPLE

and encourage the residents of Greenbelt to directly support the humanitarian efforts of Ukrainian officials who are on the front lines of this conflict, as well as those non-profit organizations which are going direct aid and support to Ukraine and its refugees.

Emmett V. Jordan, Mayor

Kristen L.K. Weaver, Mayor Pro-Tem

Colin A. Byrd, Council Member

Judith F. Davis, Council Member

Ric Gordon, Council Member

Silke I. Pope, Council Member

Rodney M. Roberts, Council Member

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Presentations

Agenda Section: COMMUNICATIONS

Subject:

ARPA Engagement Update

Suggested Action:

Reference: Memorandum - T. George

Attachments:

[Memorandum - T. George.pdf](#)



MEMORANDUM

DATE: April 8, 2022
TO: City Council
FROM: Tim George, Acting City Manager
RE: ARPA Activities/Engagement Update

Allocation and Expenditures to Date

The City has allocated \$2M in ARPA funds to provide immediate assistance to our residents, businesses and non-profits. Of that allocation, through March 31, 2022 the City has expended nearly \$1.5M, as shown in the table below. There is approximately \$510K remaining from the initial allocation for immediate assistance.

Project Descriptions	Approved Allocations	Expenditures through March 31, 2022	Balance
Rental Assistance and Utilities	\$1,200,000	\$1,032,300	\$167,700
Mortgage Assistance & HOA Fee	\$200,000	\$14,200	\$185,800
Non-profit Assistance	\$100,000	\$40,900	\$59,100
Business Assistance	<u>\$500,000</u>	<u>\$400,000</u>	<u>\$100,000</u>
TOTAL	\$2,000,000	\$1,487,390	\$512,610

Public Engagement Summary

EngageGreenbelt.org. The EngageGreenbelt.org site has been very well attended with over 2,130 site visits in only 4 weeks. At the drafting of this memo, there were 89 comments/funding suggestions posted.

APRA Survey. The ARPA survey has been posted on the City website and was published in the Greenbelt News Review. To date we have received a total of 287 surveys.

Open Public Meetings. The City held three open, in-person meetings over a two-week period. Those meetings, held in the Community Center, Greenbriar Common Room and Springhill Lake Rec Center were attended by 34 residents. The sessions elicited a lot of comments and recommendations.

Focus Groups. We also held four focus groups (businesses, rental community, faith-based and food support and recognition groups) and received valuable input.

Note that the public engagement portal and survey on EngageGreenbelt.org will continue to accept input until April 15. At that time, the City's consultant will begin aggregating all of the input received in preparation for the ARPA engagement work session on May 10.

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS

Subject:

* Minutes of Council Meetings

Suggested Action:

- * Regular Meeting - March 22, 2021
- * Regular Meeting - April 26, 2021
- * Work Session - December 1, 2021
- * Work Session - December 15, 2021
- * Work Session - February 16, 2022
- * Interview - March 02, 2022
- * Interview - March 21, 2022

Attachments:

[RM210426.pdf](#)

[RM210322.pdf](#)

[WS211201.pdf](#)

[WS211215.pdf](#)

[WS220216.pdf](#)

[INT220302.pdf](#)

[INT220321.pdf](#)

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held April 26, 2021.

Mayor Byrd called the meeting to order at 8:09 pm.

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

ALSO PRESENT were Nicole Ard, City Manager; Todd Pounds, City Solicitor; David E. Moran, Assistant City Manager; and Bonita Anderson, City Clerk.

Mayor Byrd asked for a moment of silence in honor of those who have passed since the Council's last meeting. Mr. Roberts then led the pledge of allegiance to the flag.

CONSENT AGENDA: It was moved by Ms. Davis and seconded by Mr. Jordan that the consent agenda be approved as amended. The motion passed 7-0.

Council thereby took the following actions:

COMMITTEE REPORT:

Advisory Planning Board Report 2021-03: NASA Goddard Space Flight Center (GSFC)
Master Plan and Transportation Management Plan: City Council accepted and will consider this report.

APPROVAL OF AGENDA: Mayor Byrd added "Mask Rule Update." Ms. Davis added item #23 Appointment to Advisory Boards and Committees. It was moved by Ms. Davis and seconded by Ms. Pope that the agenda be approved as amended. The motion passed 7-0.

PRESENTATIONS:

Small Business Appreciation Week: Mayor Byrd designated May 2 through May 8 as Small Business Appreciation Week. Charise Liggins, the City's Economic Development Coordinator, accepted the proclamation and gave an overview of this year's plans.

Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award: Mayor Byrd read the agenda comments. Bertha Gaymon, City Treasurer, accepted the award. She expressed gratitude for staff participation in obtaining this award.

Public Hearing on the Proposed FY 2022 Budget: Mayor Byrd read the agenda comments. There were no comments from the public.

PETITIONS AND REQUESTS:

Bill Orleans, a resident, requested that advisory boards and committees provide background material before their meetings and post the minutes to the City's website.

Carla Johns, Michael Hartman, and Lore Rosenthal, Greenbelt residents, expressed their concerns regarding the censured vote of Mayor Byrd.

Charles Jackman, a resident, requested to operate a food truck in Old Greenbelt.

Mathew Inzeo, a resident, requested more public awareness of check fraud. He explained he was a victim two years ago.

MINUTES OF COUNCIL MEETINGS

Closed Session, April 7, 2021: Mayor Pro Tem Jordan moved that the minutes of the closed session of the City Council held Wednesday, April 7, 2021, be approved as presented. He further requested that the minutes of this meeting reflect that the Council met in closed session at 8:03 pm virtually. That Council held this closed meeting in accordance with Section 10-508 (a)(7) of the State Government Article of the *Annotated Code of Public General Laws of Maryland* to conduct collective bargaining negotiations or consider matters that relate to the negotiations.

Vote to close session:

ROLL CALL:	Ms. Davis	- yes
	Mr. Jordan	- yes
	Ms. Mach	- yes
	Ms. Pope	- yes
	Mr. Putens	- yes
	Mr. Roberts	- no
	Mayor Byrd	- no

The following staff members were in attendance: Nicole Ard, City Manager; Todd Pounds, City Solicitor; Mary Johnson, Human Resource Director; Rick Bowers, Police Chief; Bertha Gaymon, City Treasurer; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

Others present were: Stephen Silvestri, Esq. and Courtney Woods, Esq.

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

ADMINISTRATIVE REPORTS:

Ms. Ard noted that the Recreation Department provided information to the community that the Greenbelt Aquatic and Fitness Center has shared family lanes that will include children under 12.

LEGISLATION

Reparations Commission Resolution: Mayor Byrd read the agenda comments. Mayor Byrd introduced this resolution for second reading and adoption.

Ms. Mach seconded.

Mr. Robert moved to include Native Americans and that the commission develop recommendations.

Ms. Mach seconded.

There was a discussion from the public in support and opposition of the resolution.

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

The motion failed 3-0-4. There was a discussion about the outcome of the vote. Mr. Roberts noted that the motion passed, since four members of Council abstained and the other members of Council voted in favor of the motion.

Mr. Pounds referenced Section 8 of the City Charter, "The affirmative vote of a majority of the members elected to the council shall be necessary to adopt any ordinance, resolution, order or vote; except, that a vote to adjourn, or regarding the attendance of absent members, may be adopted by a majority of the members present;" He noted that the motion failed the affirmative vote in four or more.

Mr. Putens moved that the Reparations Commission be placed on the ballot as a referendum question in the November 2020 election.

Ms. Pope seconded.

ROLL CALL:	Ms. Davis	- no
	Mr. Jordan	- no
	Ms. Mach	- no

Ms. Pope - yes
Mr. Putens - yes
Mr. Roberts - no
Mayor Byrd - no

The motion failed.

A Resolution to Amend Section 27 Titled "Absentee Voting" to be replaced with "Mail-In Voting" of the Greenbelt City Charter (Charter Amendment Resolution No. 2021-1): Mayor Byrd read the agenda comments. Ms. Davis introduced this resolution for second reading and adoption.

Mayor Byrd 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 passed (Resolution No. 2090, Book 8)

OTHER BUSINESS

Resolution Concerning Monthly Crime Stats: Mayor Byrd requested this item be added to the agenda. Ms. Davis suggested that this item be renamed "City of Greenbelt Monthly Public Hearing and Review of Crime Statistics." Mayor Byrd introduced this resolution for the first reading.

An Ordinance Concerning an Annual Comprehensive Crime Reduction Plan: Mayor Byrd introduced this ordinance for first reading. Ms. Davis requested that before the second reading, the number of staff hours that will be needed for this plan be given to Council.

Basketball Court in Greenbelt East (at the intersection of Mandan Road and Ora Glen Drive): Mayor Byrd moved that the City put the rims back on at the basketball court at Mandan Road and Ora Glen Drive. Ms. Mach seconded. The motion passed 5-2. (Ms. Pope and Mr. Putens)

Mayor Byrd read the agenda comments regarding the reconsideration of Sidewalk Installation at Plateau Place and Ridge Road. Ms. Davis moved that the Council reconsider action taken at the February 22 Regular Meeting to review the plan.

Ms. Mach seconded.

ROLL CALL: Ms. Davis - yes
Mr. Jordan - yes
Ms. Mach - yes

Ms. Pope - yes
Mr. Putens - no
Mr. Roberts - no
Mayor Byrd - no

The motion passed.

Ms. Davis moved that 2 Court and Ridge Road be listed for possible concrete work when Council considers the budget. Ms. Pope seconded.

ROLL CALL: Ms. Davis - yes
Mr. Jordan - yes
Ms. Mach - yes
Ms. Pope - yes
Mr. Putens - yes
Mr. Roberts - no
Mayor Byrd - yes

The motion passed.

It was moved by Mr. Putens to end this meeting and move the remaining agenda items to the next meeting. Ms. Pope seconded.

It was moved by Ms. Davis to move the remaining agenda items to the next meeting except for the NASA Goddard Space Flight Center (GSFC) Master Plan and Transportation and Meetings. Ms. Mach seconded.

ROLL CALL: Ms. Davis - yes
Mr. Jordan - yes
Ms. Mach - yes
Ms. Pope - yes
Mr. Putens - yes
Mr. Roberts - no
Mayor Byrd - no

The motion passed.

NASA Goddard Space Flight Center (GSFC) Master Plan and Transportation: APB Report 2021-03 (NASA Goddard Space Flight Center (GSFC) Master Plan and Transportation Management Plan): Mayor Byrd did not read the agenda comments. Terri Hruby, Planning and Community Development Director, noted that the agenda comments provide background if the Council has any questions. Ms. Davis moved that the City Council submit a letter to include a list of areas of concern regarding these plans to the National Capital Planning Commission. Mr. Putens seconded. The motion passed 7-0.

MEETINGS: Council reviewed the meeting schedule.

Recognition Group Policy - Waiving Matching Funds Requirement for FY 2021 Due to the Pandemic: This item was moved to the May 10, 2021 agenda.

Minimum Wage for City Employees: This item was moved to the May 10, 2021 agenda.

Paid Family Leave for City Employees: This item was moved to the May 10, 2021 agenda.

COUNCIL ACTIVITIES:

Little Free Library Dedication, Mowatt Memorial United Methodist Church – Mayor Byrd, Mr. Jordan, Ms. Davis, Ms. Pope, Ms. Mach, and Mr. Putens
Clean Air Partners virtual annual meeting – Ms. Mach
Springhill Lake Recreation Center Art & Gardening event – Ms. Mach
GATE continued Annual Meeting – Ms. Mach
Purple Line zoom discussion – Ms. Mach

Mask Rule Update: This item was moved to the May 10, 2021 agenda for discussion.

ADJOURNMENT: A motion to adjourn the meeting was made by Ms. Mach and seconded by Mr. Putens. The motion carried 7-0. The Mayor adjourned the regular meeting of April 26, 2021, at 12:43 am on April 27, 2021

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 26, 2021.

Colin A. Byrd
Mayor

REGULAR MEETING OF THE GREENBELT CITY COUNCIL held March 22, 2021.

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 Mach, Silke I. Pope, Rodney M. Roberts, and Mayor Colin A. Byrd. Councilmember Edward V. J. Putens was absent due to work travel.

ALSO PRESENT were Nicole Ard, City Manager; David E. Moran, Assistant City Manager; Todd Pounds, City Solicitor; Terri Hruby, Director of Planning and Community Development; Molly Porter, Community Planner; Bertha Gaymon, City Treasurer; Rick Bowers, Police Chief; Holly Simmons, City Planner; Brian Townsend, Assistant Director of Parks; Charise Liggins, Economic Development Coordinator; Greg Varda, Director of Recreation; and Bonita Anderson, City Clerk.

Mayor Byrd asked for a moment of silence in honor of residents Karen Gingell Smith, Eileen Farham, and William “Bill” Duncan. Ms. Davis added the eight individuals who died in Atlanta’s mass shooting. Ms. Davis then led the pledge of allegiance to the flag.

CONSENT AGENDA: It was moved by Mr. Jordan and seconded by Ms. Davis to approve the consent agenda as presented. The motion passed 6-0.

Council thereby took the following actions:

MINUTES OF COUNCIL MEETINGS:

Interview – February 10, 2021

Interview – February 24, 2021

COMMITTEE REPORTS: None

APPOINTMENT TO ADVISORY GROUP: Council appointed Ms. Coker to the Board of Elections.

APPROVAL OF AGENDA: From the agenda, Ms. Davis moved to withdraw item# 17, County Legislation CR-26-2021 (Maglev Opposition). It was moved by Mr. Jordan and seconded by Ms. Davis that the agenda be adopted as amended. The motion passed 6-0.

PRESENTATIONS:

ACE Educators Awards Ceremony: Mayor Byrd read the agenda comments.

The 2021 award recipients were:

Williams Dunlap – Springhill Lake Elementary
George Courtney – Greenbelt Elementary
Amah Bella Navarrosa – Magnolia Elementary
Yvette Gosiee – Eleanor Roosevelt High School

Phillip Held – Dora Kennedy French Immersion
Camille Butler – Greenbelt Middle School

Proposed Greenbelt Metro Station Development Update: Mayor Byrd read the agenda comments. Mr. Beall provided Council with an update on the FBI Headquarters relocation plans.

Arbor Day Proclamation: Mayor Byrd proclaimed in recognition of Arbor Day. Brian Townsend, Assistant Director of Parks and the City's Arborist, and Dr. 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 2022 City Budget: Mayor Byrd read the agenda comments. Ms. Ard presented her proposed FY 2022 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 \$ 39 million is a 5.9% increase. In addition, she stated that there had been an increase in residential and commercial property assessments.

PETITIONS AND REQUESTS

Bill Orleans – requested the bus shelters be varnished and requested notes from the Greenbelt Road Working Group Meeting.

ADMINISTRATIVE REPORTS: Ms. Ard provided Council with an update regarding the housing support grants, the recreation programs, and the Greenbelt Connector. Mr. Jordan requested that the Human Resource Director's job description emphasize diversity, equity, accessibility, and inclusion. There was a discussion regarding gaining access to the recreation facilities. Mr. Jordan requested that staff reach out to Mr. McNeil, principal at Eleanor Roosevelt High School, to inquire if residents could access the track field. Ms. Davis asked when the Green Ridge House mobile vaccination would be. Ms. Ard stated that she would follow up with Council with the date of the mobile vaccination at Green Ridge House. Mr. Michael Hartman, a Greenbelt resident, advised that the Human Resource Director's job description is discriminatory against people with disabilities and requested the announcement be withdrawn and rewritten.

SPECIAL ORDER: Mr. Jordan moved to special order Agenda Items #12, Release of Funds to Greenbelt Volunteer Fire Department and Rescue Squad and #13, NASA Goddard Space Flight Center Greenbelt Campus Master Plan Environmental Assessment (EA). Ms. Pope seconded. The motion passed 6-0.

Release of Funds to Greenbelt Volunteer Fire Department and Rescue Squad: Mayor Byrd read the agenda comments. Mr. Jordan moved that Council release \$256,892 to the Greenbelt Volunteer Fire Department for a new fire truck. Ms. Pope seconded. The motion passed 6-0.

NASA Goddard Space Flight Center Greenbelt Campus Master Plan Environmental Assessment (EA): Mayor Byrd read the agenda comments. Ms. Davis moved that Council submit a letter, including a list of areas of concern with the draft EA, to the NASA Goddard Space Flight Center. Mr. Jordan seconded. The motion passed 6-0.

LEGISLATION:

An Ordinance to Amend Section 2-22 of the City Code to Authorize the Finance Manager to Sign Checks, Vouchers, and Purchase Orders: Mayor Byrd read the agenda comments. Ms. Mach introduced the ordinance to Amend Section 2-22 of the City Code to Authorize the Finance Manager to Sign Checks, Vouchers, and Purchase Orders for first reading and suspension of the rules. Ms. Davis seconded.

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

The motion passed 3-2 (Mayor Byrd and Mr. Roberts).

Ms. Mach moved the ordinance to Amend Section 2-22 of the City Code to Authorize the Finance Manager to Sign Checks, Vouchers, and Purchase Orders for second reading and adoption. Ms. Davis seconded.

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

The motion passed 4-1 (Mr. Roberts).

The ordinance was declared adopted.

HR 40 – Commission to Study and Develop Reparation Proposals for African Americans Act: Mayor Byrd read the agenda comments. Mayor Byrd moved Council to support HR 40 Federal legislation related to reparations. Mr. Jordan seconded. The motion passed 5-1 (Ms. Pope).

Reparations Commission Resolution: Mayor Byrd read the agenda comments. Mayor Byrd introduced for first reading a Resolution Supporting Local Reparations in Greenbelt.

Request for Limbing of Tree Branches Around the Community Gardens: Mayor Byrd read the agenda comments. Ms. Davis moved that Council direct staff to limb tree branches in the buffer areas of the three Community Gardens. Mr. Jordan seconded. The motion passed 6-0.

An Ordinance to Amend Section 2-22 of the City Code to Authorize the Finance Manager to Sign Checks, Vouchers, and Purchase Orders: City Council had to reintroduce this item due to not having a supermajority vote to suspend the rules. Ms. Mach introduced the ordinance to Amend Section 2-

22 of the City Code to Authorize the Finance Manager to Sign Checks, Vouchers, and Purchase Orders for first reading.

COUNCIL ACTIVITIES:

SCMaglev Strategy Group Meeting – (Mr. Jordan, Ms. Davis)
Commission for Women Meeting – (Ms. Davis)
Congressmen Hoyer/Brown Roundtable, America Rescue Plan 2021 (Mayor Byrd, Mr. Jordan, Ms. Davis)
MML Town Hall, Senator Chris Van Hollen – (Mayor Byrd, Ms. Davis)
Scholarship Committee Meeting, State Delegate Nicole Williams – (Ms. Davis)
State of Maryland Air Quality Citizen Advisory Council Virtual Meeting – (Ms. Mach)
SCMaglev Strategy Group Meeting – (Ms. Davis)
MML Legislative Committee Meeting – (Ms. Davis)
PGCMA Meeting – (Mr. Jordan, Ms. Davis)
Chesapeake Bay Policy Committee, COG – (Ms. Davis)
GIVES Quarterly Meeting – (Mr. Jordan, Ms. Davis)
“Call of the Forest: The Forgotten Wisdom of Trees: Celebrate the Greenbelt Forest Preserve – (Ms. Davis)
GATe Virtual Annual Meeting and Announcement of Rose Awards – (Ms. Mach)
National League of City Conference – (Mr. Jordan)
Greenbelt Road Corridor Working Group – (Mr. Jordan)
Metropolitan Washington Council of Governments Transportation Planning Board – (Mr. Jordan)
Anacostia Trails Heritage Area Governing Board – (Mr. Jordan)

MEETINGS: Council reviewed the meeting schedule.

ADJOURNMENT: A motion to adjourn the meeting was made by Ms. Mach and seconded by Ms. Davis. The motion carried 6-0. The Mayor adjourned the regular meeting of March 22, 2021, at 11:14 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 March 22, 2021.

Colin A. Byrd
Mayor

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, December 1st, 2021, to discuss Police Reform Procedures.

Mayor Jordan started the meeting at 8:00 p.m. The meeting was held virtually via Zoom.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis, Ric Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L. K. Weaver, and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Tim George, Assistant City Manager; Chief Rick Bowers, Captain Tim White, Greenbelt Police Department; Chondria Andrews, Public Information and Communications Coordinator; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Stanley Zirkin, Peggy Higgins, Public Safety Advisory Committee (PSAC); Konrad Herling; Bill Orleans; and others.

Update on Current Crimes in Greenbelt:

Mayor Jordan stated that there had been a lot of concerns in Greenbelt regarding the rash of violent crimes. Chief Bowers advised that there have been several incidents this week, three carjackings and a robbery. There had been an ongoing detail that targeted carjackings since the beginning of November. Chief Bowers stated that robbery suspects had been identified and an arrest had been made. There have been modifications to the shift deployments to include additional patrols and specialty assignment officers. Chief Bowers noted that the City's investigators are working closely with the Prince George's County Police Department Carjacking Taskforce, which is working with Montgomery County Police Department and the District of Columbia Police Department, which recently recovered one of the City's carjacked vehicles with an arrest.

Chief Bowers advised that the Police Department would be hosting two-hybrid Community Crime Forums to educate the public and discuss how the Police Department is keeping the community safe.

There was discussion regarding the plan the Police Department has in place regarding crime reduction. Mr. Byrd requested that Council receive a copy of the Police Department responses outlined tonight in writing regarding the plan in place to reduce crime. He noted that several years ago he proposed an Annual Comprehensive Crime Reduction Plan produced in writing and requested this proposal be revisited.

Mr. Roberts noted that the City needed the basics, the allotted number of police officers and recreation facilities for the youth, to make a difference, not a crime reduction plan.

Based on a question asked by Bill Orleans, a Greenbelt resident, Chief Bowers explained that there had been three carjackings that occurred Sunday, Monday, and Tuesday; a robbery occurred on Tuesday; and a shooting that occurred on Sunday.

AJ Thies, a Greenbelt resident, asked Council what actually changed in the crime rate over the years, not just in Greenbelt but comparing the data nationally. She also asked if Chief Bowers could provide any insight on how residents can feel safe. Mayor Jordan answered that the Police Department regularly publishes a list of crimes and incidents. He also referred Ms. Thies to the

Metropolitan Washington Council of Governments which has a publication that gives an annual regional snapshot of crime.

Based on a question asked by Konrad Herling, a Greenbelt resident, Chief Bowers answered that he would have to do further research on if the recent crimes were committed with ghost guns and would provide the information to Mr. Herling.

Ms. Davis stated that the current format of the police crime report is unacceptable, not helpful and needs to be reformatted.

Police Reform:

Mayor Jordan explained that Council has been working through a set of recommendations to refine and improve how the police department conducts its day to day operations. The initiative was driven by the residents of Greenbelt, Councilmember Byrd, and other Councilmembers who brought up issues and concerns that mirror what's happening across the country. Mayor Jordan advised that the initiatives were submitted to various advisory boards/committees including the Community Relations Advisory Board and Public Safety Advisory Committee (PSAC). PSAC submitted a report to Council with specific recommendations. Mayor Jordan said that tonight's work session was to review the proposed resolution submitted by Chief Bowers and Assistant City Manager George.

Ms. Davis explained that Council agreed to particular language in the previous Police Reform Work Session and when certain words or phrases are left out, it changes the perception and aspect of the resolution. She suggested that the language Council agreed to be added back to the resolution, and the resolution could be placed on the next regular meeting agenda.

There was a discussion regarding the amended language in the resolution. Chief Bowers explained that he and Mr. George never wanted to deviate on what Council wanted in the resolution. The document was completed to create the ultimate policy by removing subsections of policies because they didn't fit and flow. Mr. Roberts suggested restoring the language decided at the last work session by Council.

Council reviewed the amended resolution item by item and discussed the following changes that are listed numerically:

- 1. There was a discussion about changing the language. Ms. Pope, Mayor Pro Tem Weaver, and Mr. Byrd agreed with using the modified language. There was no discussion, and Council decided to use the revised language.*
- 2. Mayor Jordan stated to add "General Order #431" and use the original language.*
- 3. There was no discussion, and Council agreed to use the modified language.*
- 4. There was a discussion about changing the language. Mr. Gordon suggested eliminating "no-knock warrants" from the resolution and adding "restrict the usage of tactics that are required for the preservation of life." Ms. Davis stated that Council discussed an amendment to this line item prior, and it was voted down. She suggested that the current language could be resubmitted for further discussion from Council. Mr. Byrd advised that Mr. Gordon has the right at the next Council meeting to reintroduce the amendment due to the substantive changes. Ms. Pope stated that Council should agree on the changes that were decided upon already or stop and start from the beginning. Mayor*

Jordan proposed going forward with the language that was struck through and that Mr. Gordon or another Councilmember could reconsider the item at the next regular Council meeting. Chief Bowers explained a “no-knock warrant.”

5. *There was no discussion. Council agreed to use the modified language and remove the subsection.*
6. *There was a discussion about modifying the language. Chief Bowers explained that the changes removed two specified general orders and made it broader and global to School Resource Officers (SROs).*
7. *Mayor Pro Tem Weaver explained that language #8 and #9 are modified languages. There was additional discussion. Ms. Davis stated that Mr. Zirkin suggested replacing “completed” with “conducted.” Chief Bowers explained that #8 was for future reports and #9 was for historical reports, and that’s why they were separated. Ms. Davis suggested moving the last sentence from #9 to #8.*
8. *Use modified language*
9. *No changes*
10. *There was discussion. Mr. Byrd expressed his concern with the word “some” because it is too vague and discretionary and requested that word be removed. He explained that if records needed to be redacted, there needed to be more justification and criteria reasoning. Chief Bowers explained the exceptions to the MPIO law, which includes personal identifying records, address, and medical records. He advised that the policy must comply with the state law, and some exemptions could be redacted. Ms. Davis suggested the following language, “to comply with Maryland laws effective October 2021,” and delete “in accordance with April 2021 General Assembly.” Ms. Davis’s following proposal should be presented as an amendment at the next regular Council meeting.*
11. *There was a discussion about using the modified language. Mr. Zirkin stated that the original language was better because complaints should be documented. Ms. Davis suggested adding, “can be documented and properly reviewed.”*
12. *There was a discussion about using the modified language. Mayor Pro Tem Weaver proposed to add the last line regarding consequences to the revised language. Chief Bowers explained that verbiage didn’t appear at the end of any rule and wanted to be consistent. All discipline could include termination for violation of department policy, and it would have been redundant to add it at the end.*
13. *There was a discussion about using the modified language. Mayor Pro Tem Weaver noted only minor changes, and Ms. Davis stated there were spelling errors. Mr. Byrd expressed his concerns with the provisions, including excluding the parties’ names from the settlements. Mayor Jordan suggested leaving it up to the parties involved to have their names released publicly. Bill Orleans, a Greenbelt resident, advised that police misconduct is a public matter, not private, and anyone involved in a lawsuit should have his/her name disclosed.*
14. *There was no discussion; Council agreed to use the modified language.*
15. *There was a discussion about using the modified language. Chief Bowers explained why the particular language was used to hire or contract a specialist. Ms. Davis suggested including “hire or contract in conjunction with the City” and “to assist in improving the diversity of the Greenbelt Police Department, as soon as practical.”*
16. *There was no discussion; Council agreed to use the modified language. Ms. Davis suggested adding “conscious and unconscious” after the word bias.*
17. *There was a discussion about using the modified language. Ms. Davis suggested using the first sentence of the original wording and combining that with the entire modified*

language paragraph. Chief Bowers explained the back of the State citation and the difference between a handwritten citation and an electronic ticket. He noted that the additional time the officer spends at the violator's window detains the driver longer than legally allowed and increases the danger not only to the officer but also to the driver. Lore Rosenthal, a Greenbelt resident, suggested giving the driver options, the ticket explained and provided a copy in English and the ticket explained and provided a copy in Spanish. Mayor Jordan suggested deferring this item if the Council cannot agree.

18. There was no discussion; Council agreed to the modified language.
19. There was discussion; Council agreed to the modified language. Mayor Jordan suggested removing the word "recommended." Mr. Zirkin indicated that the retention period should be no longer than one year.
20. There was discussion; Council agreed to the modified language. Ms. Davis suggested adding, "guardian policing model, to protect and serve."
21. There was discussion; and Council agreed to the modified language. Based on a question asked by Mayor Jordan, Chief Bowers answered that there is no National Use of Force Database.
22. There was discussion; and Council agreed to the modified language.

Mayor Jordan stated that the resolution would be added to Council's next regular meeting on December 13th.

There was a discussion regarding body camera-released footage recommendations. Mayor Jordan noted that he is respectful of PSAC's guidance of tiered footage. Ms. Davis stated that Council wasn't close to setting the footage release date. Mr. Byrd said that ten working days are acceptable. Mr. Byrd advised that he would submit an amendment at the next regular meeting.

Informational Items:

Mayor Jordan reminded Council that the Council Retreat would be Saturday, December 1st at 9:30 am in Council Chambers.

Chief Bowers informed the Council of two upcoming Community Meetings. The Citizens Academy will be kicking off February 2022 on Tuesday nights for two hours, and it is an eight-week session.

Ms. Davis asked who was attending the COG Annual Meeting next week. Mayor Jordan stated he was going. Mayor Pro Tem Weaver said she wasn't going to attend. Mr. Gordon advised that he wouldn't know if he would participate until Monday. Mr. George stated that he would attend.

Ms. Davis stated that the Prince George's County Municipal Association Legislative Meet and Greet is Tuesday, December 14th; the cost is \$50 per person. She said it is open to the Mayor and one other official. Ms. Davis stated that she would be attending as past president and her cost has been paid by PGCMA.

Ms. Davis noted that Council received an invitation to attend the GIS Academy banquet on December 17th. She stated that it is limited to four Council members. Mayor Jordan requested that Ms. Davis circulate the invitation.

Ms. Lore Rosenthal, a Greenbelt resident, stated that the Board of Elections is having a meeting tomorrow night and a group of citizens submitted a lengthy report/document for their discussion. She advised that she can't speak for the Board of Elections or Ms. Anderson, but it might hinder the Board from reporting to Council on the following Monday.

The meeting ended at 11:10 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

DRAFT

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, December 15th, 2021, to meet with Greenbelt Homes, Incorporated (GHI).

Mayor Jordan started the meeting at 8:04 p.m. The meeting was held virtually via Zoom.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis, Ric Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L. K. Weaver, and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Tim George, Assistant City Manager; Jim Sterling, Director of Public Works; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Stefan Brodd, President, Denna Lambert, Vice-President, Ed James, Secretary, Heather Mortimer, Zoe Carter-Woodbridge, Erin Bilyeu, Chuck Hess, Deborah McKinley, and Jason Luly, Treasurer, GHI Board of Directors; Eldon Ralph, General Manager of GHI; Bill Orleans; and others.

Mayor Jordan stated that the City of Greenbelt entered into a Memorandum of Understanding (MOU) with Greenbelt Homes Incorporated (GHI) and Washington Suburban Sanitary Commission (WSSC) back in 1958 to maintain the water pipes. He advised that the replacement and maintenance of the water pipes have been an issue for the past eight years.

Mr. Brodd explained that GHI has been dealing with the replacement and maintenance issues of the water supply pipes to the masonry homes with WSSC since 2007. He noted that WSSC owns the water pipes up to the water meters. WSSC wants to move the water meters to the curbs and transfer the responsibility and ownership of the waterpipes to GHI. Mr. Brodd said that the most recent offer WSSC submitted to GHI was to move the water meters to the curb, and continue maintenance of the pipes for 30 years before transferring ownership to GHI.

Based on a question asked by Mayor Jordan, Mr. Brodd answered that the GHI Board of Directors wants to proceed with reopening the negotiation process with WSSC to replace the waterpipe infrastructure and wanted to make sure that the City of Greenbelt agrees with the GHI approach. In addition, he stated that the GHI Board of Directors wanted to know what level of involvement the City would like to have during the negotiation process.

Mr. Sterling provided a summary of the 2007 WSSC Four Phase Plan that showed waterpipe replacement throughout the City of Greenbelt, which phases two through four affects GHI directly. Phase one was completed in 2009. He stated that since 2009, WSSC has come back to the City which permitted pieces of the plan that wasn't GHI. For example, the pipes at Northway Road, except 2 Court Northway, was replaced. In addition, as an emergency project, WSSC replaced the pipes in the Lakeside development, Pinecrest, and Maplewood. Mr. Sterling advised that everything proposed in 2007 that was in the City's right-of-way that didn't affect GHI has been completed.

Based on a question asked by Mayor Jordan, Mr. Sterling answered minor issues arose, and, in those cases, WSSC left the water meters inside the homes and added a meter at the property line. However, there was no agreement with WSSC regarding single-family homes, and the property owners maintain the piping from the meter into their homes.

Mr. Ralph stated that GHI also wanted to discuss with WSSC replacing the main sewer line adjacent to the water pipes. He noted that both pipes are old and should be replaced simultaneously. Mr. Sterling stated that the City is facing the same issues that Mr. Ralph described, and the City needs to support GHI's request to WSSC to replace both pipes.

Based on a question asked by Ms. Pope, Mr. Brodd answered that the GHI Board of Directors would like WSSC to replace all the infrastructure they are currently responsible for maintaining for perpetuity. He noted that the GHI Board of Directors would consider WSSC's current offer to keep the water pipes for 30 years. Ms. Pope inquired if there had been any negotiation with WSSC regarding the sewer pipes. Mr. Ralph advised that the sewer pipes are still open for negotiation.

Ms. Davis asked, other than the discussion on replacing the water pipes and sewer pipes, what are the different items that the GHI Board of Directors was in negotiation with WSSC. Mr. Ralph stated that GHI is contemplating replacing the water supply pipes in the masonry homes and asking WSSC to consider, once they complete replacing the exterior pipes, if they could have a sleeve installed in the masonry wall that could connect the interior pipes.

Ms. Davis stated that a new agreement would be needed to be signed by all three parties, GHI, WSSC, and the City of Greenbelt, once the negotiations are complete.

There was a brief discussion regarding having WSSC abide by the original agreement.

Chuck Hess, a Greenbelt resident, stated that WSSC only replaces the infrastructure when there is a disaster during the current agreement. He advised that there wouldn't be much maintenance after the new infrastructure is replaced for the first 30 years.

Mayo Jordan stated that the Council and the City of Greenbelt would support the GHI Board of Directors with the current negotiations with WSSC. Ms. Davis advised that the City would support GHI on the same level as previously and during the talks, that City staff, the Mayor, and the City solicitor would be at the meetings. She suggested that a letter be sent to WSSC for renegotiation, and it should be signed by the president of the GHI Board of Directors and the Mayor. Mayor Jordan stated that he would leave it to the GHI Board of Directors to draft the letter.

Denna Lambert, a Greenbelt resident, asked whether there was any other information on how WSSC positioned its negotiations with communities similar to GHI. Mayor Jordan answered that the City doesn't have access to that information.

Deborah McKinley, a Greenbelt resident, stated that she favors the GHI Board of Directors reopening negotiations based on WSSC's most recent offer. Ms. McKinley advised that she was concerned with the state of the water pipes in GHI, which causes so many disruptions to GHI members.

Jason Luly, a Greenbelt resident, inquired if GHI calculated how much members would be charged per month to cover the reserves. Mr. Ralph answered that GHI had a rough estimate developed some years ago. He explained that the Replacement Reserve Fund and the contributions would start in 30 years; nothing would be collected now.

Molly Lester, a Greenbelt resident, advised that GHI and the City of Greenbelt are different from other WSSC infrastructure because the federal government built the original water and sewer line, and WSSC didn't have an initial cost. She stated that if there is an amended agreement to make sure that GHI isn't charged for replacing pipes. Ms. Lester inquired if GHI had staffing to deal with water pipes.

There was a discussion regarding if the GHI Board of Directors had consent from the GHI members. Mr. Ralph stated that this item would be placed on the GHI open session agenda.

Based on a question asked by Ms. Pope, Mr. Brodd answered that under the previous offers from WSSC, they made GHI aware of insurance programs that could be purchased for the infrastructure. The cooperative would be responsible for maintaining and replacing any parts of the infrastructure that is transferred to GHI ownership. He stated that would be a future GHI Board of Directors' decision.

Informational Items:

Ms. Davis advised that as a member of the Commission for Women's Legislative Committee, she attended the Prince George's County Delegation Hearing today; Ms. Nicole Williams was elected the second Vice-Chair. She stated Bill #505-22, which the County Executive sponsors, came up during the hearing and might involve the City's ball fields.

Ms. Davis stated that she and three other Councilmembers attended the PGCMA Legislative Meet and Greet.

Ms. Davis advised that the City has an opportunity to donate or be a sponsor for the MML reception in Annapolis for \$250. Ms. Pope, Mayor Jordan, and Mayor Pro Tem Weaver were interested in the support.

Mayor Jordan informed Council that the second Council retreat will be held on Saturday, January 22nd, 2022.

Mr. George stated that a staff member attended the meeting that discussed Bill# 505-22. He would be briefed on the Bill tomorrow and report back to Council.

Mayor Pro Tem Weaver moved that Council go into Closed Session in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland; to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, that affects one or more specific individual.

Ms. Davis seconded the motion.

ROLL CALL:	Mr. Byrd	-	No
	Ms. Davis	-	Yes
	Mr. Gordon	-	Yes
	Ms. Pope	-	Yes
	Mr. Roberts	-	Yes
	Ms. Weaver	-	Yes

Mayor Jordan - Yes

The motion passed 6-1 (Mr. Byrd)

Mayor Pro Tem Weaver announced that Council would not return to open session at the conclusion of the closed session.

The meeting ended at 9:11 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

DRAFT

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, February 16, 2022, to meet Pepco and Washington Suburban Sanitary Commission (WSSC).

Mayor Jordan started the meeting at 8:00 p.m. The meeting was held virtually via Zoom.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis, Silke I. Pope, Rodney M. Roberts (8:50 p.m.), Kristen L. K. Weaver, and Mayor Emmett V. Jordan. Councilmember Ric Gordon was absent due to an illness.

STAFF PRESENT WERE: Tim George, Acting City Manager; Brian Townsend, Acting Director of Public Works; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Monica Marquina, Government Relations Manager; Jason Flory, Construction Manager; and David Wilkins, Customer Advocate, Washington Suburban Sanitary Commission; Tony Ruffin, Governmental & External Affairs Manager; and Cody Heseltine, Lead Vegetational Management – Prince George’s County, Pepco; and others.

Mayor Jordan asked for a status update from Pepco and WSSC regarding residents dealing with arrears due to Covid. Mr. Ruffin answered that he would follow up with Council once briefed by the Pepco Customer Operations Team. He noted that Pepco has programs to assist customers who may be in arrears and energy efficiency programs to help customers reduce the energy consumption. Ms. Marquina explained that WSSC faces more than \$16 million in arrears. She advised that WSSC had created a Heat Map for the City of Greenbelt, and it includes 500 customers, residential and business, in arrears. Ms. Marquina noted that WSSC has financial assistance programs to assist customers in arrears and will forward that information to Council. Mayor Jordan explained that the City had allocated City resources and Federal resources to help residents with rent, mortgages, and utilities.

Mr. Jordan asked Ms. Marquina whether WSSC had any programs in Prince George's County to identify the infection rates or outbreaks of Covid. Ms. Marquina answered that WSSC is in the process of working with the State in providing samples. In addition, she explained that Montgomery County submitted an inquiry to expand its program to use wastewater to identify Covid hotspots.

Mr. Ruffin provided an update on current projects for Pepco, which include the Electric Vehicle Public Charging Program. In addition, he asked Council if there were other opportunities within the City's footprint to install additional charging stations within the public space.

There was additional discussion regarding installing electric vehicle chargers. Mr. Ruffin explained that installing the electric vehicle charging stations in residential and commercial sites would be in Pepco's next phase. Based on a question asked by Mayor Pro Tem Weaver, Mr. Ruffin answered that there is a unified map and will forward Council a copy. Pepco was approved to install 250 electric vehicle charging stations across Pepco's footprint in Maryland, including Montgomery and Prince George's Counties, and slightly less than half have been installed in Prince George's County.

Based on a question asked by Mayor Jordan, Mr. Ruffin answered that Pepco merged with Epsilon in March 2016, and customers have seen increased improvement in terms of service

reliability in Prince George's County. He explained that Pepco had benefited from all the resources with the merger.

There was a discussion about solar panel farms. Mr. Ruffin stated that he understood that customers are researching alternative options to augment their electricity consumption. He suggested attending another work session to further discuss the pros and cons of solar panels.

Mr. Flory provided an update on current projects for WSSC, which includes a transition 24-inch water main down Greenbelt Road. The project has been delayed due to supply chain issues. He stated that the restoration, which includes milling and overlay, should be completed by Spring/Summer. Mr. Flory advised that sewer pipes were rehabilitated in the middle of the wooded area at the Greenbelt National Park. He explained that WSSC is currently halfway to completing sewer task order #9 at Greenbelt Homes Inc. (GHI). WSSC has been working directly with GHI and coordinating with the residents regarding the project.

Mayor Jordan stated that the City and GHI have a Memorandum of Understanding (MOU) to replace waterlines. He advised that GHI has been actively negotiating, and the City would like to see that negotiations move forward.

Ms. Davis inquired if the entrance to the Greenbelt National Park on Greenbelt Road would be resolved due to the water main break. Mr. Flory stated that WSSC doesn't pave during the cold months and will forward that information. Ms. Davis noted water main breaks on Southway at the ramp to Greenbelt Road and Southway and Crescent Road. Mr. Wilkins advised to contact him directly regarding water main breaks and repairs. He stated that he makes sure all temporary patches are correctly done and will inform Council on any permanent repairs. Mayor Jordan noted that the patches on Greenbelt Road wear out pretty quickly.

There was a discussion regarding the State of WSSC infrastructure. Ms. Marquina stated that WSSC is under a budget constraint and is working quickly as possible to replace the pipes. She will forward Council information on how lines are being replaced each year. Mr. Wilkins explained that all the restorations and roadway are completed for the Water Tower Project.

There was a discussion with WSSC regarding projects outside of Greenbelt. Mr. Flory explained that the Purple Line had a significant effect on WSSC and many of the mains had to be relocated due to the Glen Ridge Station.

Mayor Jordan inquired about the status of the Reliability Improvement Project regarding tree trimming. Mr. Ruffin explained that Pepco notified the City Manager and the Public Works Department regarding when the process would occur. Mr. Heseltine explained the process of contacting Public Works, providing a map of the area, and reviewing the planned vegetation management. Mr. Townsend provided Council with the updated vegetation management proposal, including pre-construction meetings, the Advisory Committee on Trees (ACT) referral, and notification to Council and the residents. Mayor Jordan asked about the sustainability of the trees from Pepco. Mr. Townsend advised that the trees' survival rate is high.

Mr. Roberts inquired why Pepco wasn't undergrounding the wires. He stated that trees are more important than powerlines and poles.

There was a discussion regarding double poles. Mr. Ruffin explained that Pepco is very proactive about removing double poles and requested a list of any double poles in Greenbelt be sent to him so that the operations team can identify and remove the poles.

In response to Mr. Roberts's question, Mr. Ruffin stated that Pepco is a regulated utility company and receives a lot of its directives from the Public Service Commission. He said that Pepco tries to underground a lot of the wires where it is feasible, but undergrounding wires has a higher financial impact on residential and commercial customers.

About the discussion regarding double poles, Ms. Davis noted that many of the double poles aren't on City property. Some of the double poles are on GHI property. She asked whether Pepco could remove other utility wires from the double poles. Mr. Ruffin explained that Pepco does not have the authority to remove other utility infrastructure.

Based on a question asked by Mayor Jordan, Ms. Marquina answered that WSSC has more than 100 years of zero water issues and the water is safe to drink. Regarding Springhill Lake Elementary, Ms. Marquina stated that there isn't any lead in their system or pipes. She advised WSSC conducts a lot of water testing and campaigns regarding salt and salt applications. Unfortunately, there has been an increase in chloride, which is highly troubling because there's an impact on vegetation and the WSSC pipes.

Ms. Pope asked for a status update regarding the power lines down on Westway due to the recent storm. Mr. Townsend answered that Pepco had responded and repaired all the major power lines. The secondary lines, cable, and phone lines have been restored.

Mr. Townsend asked about the water testing request the City submitted for Buddy Attick Park at Lakecrest Drive and Prince James Way. Ms. Marquina stated she would follow up with Council with the project's status.

There was a discussion regarding staffing issues. Both Ms. Marquina and Mr. Ruffin stated that WSSC/Pepco are trying to retain existing employees and recruit at job fairs and reach out to local schools. Ms. Marquina advised that the most challenging job for WSSC is to recruit meter readers and to keep employees engaged.

There was a discussion regarding smart meters. Mr. Ruffin explained that Pepco customers receive an energy audit report, including energy data and current energy consumption. The information is generated from the smart meters. Ms. Marquina stated that WSSC advance meters infrastructure had been placed on hold. The main goal was to have customers have real-time water usage data and move to a monthly bill from a quarterly statement.

Based on a question asked by Mayor Jordan, Ms. Marquina recommended that the Roosevelt Merchants Association get in touch with her and have staff meet with the association to discuss separating meters. She explained that there is a tremendous cost for installing individual meters. Ms. Marquina suggested having a third party install the individual meters, but there is still a fee associated with the service.

Based on a question asked by Ms. Pope, Ms. Marquina answered that every situation is unique. Some of the bills could be estimated, there had been a rate increase, and if there is a problem

with the water bill, contact WSSC customer service. Mr. Ruffin stated that Pepco did not have a rate increase.

Based on a question asked by Bill Orleans, a Greenbelt resident, Ms. Marquina answered that WSSC monitors the levels of PFAS, and the information is published. In addition, she provided contact information to receive a copy of the quality report.

Information Items:

Ms. Davis provided a report on the Elderly Services Group of the Prince George's County Commission for Women from its Legislative Briefing and the Maryland Municipal League Legislative Committee meetings.

Based on a question asked by Mayor Jordan, Mr. George answered that the Covid test distribution went well the last two days, and there is another Covid test distribution scheduled for the next day.

Mayor Pro Tem Weaver inquired about the dates for the public engagement meetings regarding the American Rescue Plan Act (ARPA) Funding. Mr. George will follow up with Council with the public engagement meetings dates.

The meeting ended at 9:58 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, March 2, 2022, to interview a candidate for a City Advisory Group.

The meeting began at 7:42 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers Colin A. Byrd, Judith F. Davis, Ric Gordon, Silke I. Pope, Rodney M. Roberts, and Mayor Emmett V. Jordan. Mayor Pro Tem Kristen L. K. Weaver was absent.

STAFF PRESENT WERE: Shaniya Lashley-Mullen, Assistant to the City Clerk.

Barbara Stevens was interviewed for an appointment to the Arts Advisory Board.

The meeting was adjourned at 7:53 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, March 21, 2022, to interview a candidate for a City Advisory Group.

The meeting began at 7:42 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers Colin A. Byrd, Judith F. Davis, Ric Gordon, Silke I. Pope, Rodney M. Roberts, and. Mayor Pro Tem Kristen L. K. Weaver. Mayor Emmett V. Jordan was absent.

STAFF PRESENT WERE: Bonita Anderson, City Clerk.

Iona Godfrey King was interviewed for an appointment to the Senior Citizens Advisory Committee.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Resolution

Agenda Section: LEGISLATION

Subject:

A Resolution To Authorize The Negotiated Purchase Of Professional Consulting Services For Configuring And Deploying Data Dashboards For Crime And Traffic Stops

- 2nd Reading and Adoption

Suggested Action:

Reference: Resolution

Environmental Systems Research Institute, Inc. Invoice

The Police Department is seeking to implement a publicly available data dashboard to provide greater transparency related to police interactions with residents as well as crime trends across the City.

These interactive dashboards show the departments commitment to improving transparency and meet the requirements of Resolution 2103 that require the department to produce reports on traffic stop data. Updated monthly, available data will include statistics related to police traffic stops and crime statistics. Future uses may also include arrests, use of force, and complaints.

The Police Department has funds in the FY2022 budget that had been previously allocated for records management software. That records management system is no longer in use due to the switch to the Prince Georges County system.

The City currently has existing contracts with Environmental Systems Research Institute, Inc. (Esri) and this would be an addition to those services.

Ms. Pope 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.pdf](#)

Introduced: Ms. Pope
1st Reading: March 28, 2022
Passed:
Posted:
Effective:

RESOLUTION NUMBER 2103

A RESOLUTION TO AUTHORIZE THE NEGOTIATED PURCHASE OF PROFESSIONAL CONSULTING SERVICES FOR CONFIGURING AND DEPLOYING DATA DASHBOARDS FOR CRIME AND TRAFFIC STOPS.

WHEREAS, the Police Department is seeking to provide relevant data to residents and improve transparency through the use of data dashboards; and

WHEREAS, Police staff and IT department staff have researched available technologies; and

WHEREAS, the City already has in place contracts with Environmental Systems Research Institute, Inc. (Esri); and

WHEREAS, the FY 2022 budget includes \$26,816.00, that had been previously budgeted for software licenses; NOW, THEREFORE

BE IT RESOLVED by the Council of the City of Greenbelt, Maryland that the City Manager be authorized to negotiate the purchase of professional Services for assistance deploying and configuring ArcGIS to share crime and traffic stop data from Environmental Systems Research Institute, Inc. (Esri) at a cost of \$26,816.00.

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of April 11, 2022.

Emmett Jordan,
Mayor

ATTEST:

Bonita Anderson, City Clerk



Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853 Fax: (909) 307-3049
DUNS Number: 06-313-4175 CAGE Code: OAMS3

*To expedite your order, please attach a copy of
this quotation to your purchase order.
Quote is valid from: 2/4/2022 To: 5/5/2022*

Quotation # Q-461382

Date: February 4, 2022

Customer # Contract #

City of Greenbelt
Police Dept
25 Crescent Road
Greenbelt, MD 20770

ATTENTION: Dale Worley
PHONE: (240) 542-2021
EMAIL: dworley@greenbeltmd.gov

Material	Qty	Unit Price	Total
165535	1	\$700.00	\$700.00
ArcGIS Online GIS Professional Basic Term License			
165531	1	\$200.00	\$200.00
ArcGIS Online Editor Term License			
95241	1	\$25,916.00	\$25,916.00
Consulting Services			

Subtotal: \$26,816.00

Sales Tax: \$0.00

Estimated Shipping and Handling (2 Day Delivery): \$0.00

Contract Price Adjust: \$0.00

Total: \$26,816.00

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact:

Rob Hayward

Email:

rhayward@esri.com

Phone:

703-506-9515 x8111

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.

HAYWARDR

This offer is limited to the terms and conditions incorporated and attached herein.

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: LEGISLATION

Agenda Section: LEGISLATION

Subject:

A Resolution to Authorize the Negotiated Purchase of a New Financial Management System from Edmunds GovTech at a Cost Not to Exceed \$100,000.

-1st Reading

Suggested Action:

Reference: Resolution

Memorandum - B. Gaymon

Sales Proposal

The Finance Department is seeking to replace its aging and outdated financial management system to help streamline many of the City's current financial processes; provide electronic access to vendors and provide integration with other City tracking systems.

The recommended product has the required modules necessary for the city's financial operations to continue including the general ledger, accounts payable, accounts receivable, payroll, budget, human resources, fixed assets, utility and property tax billing, miscellaneous receivables and cash receipts.

The Finance Department has \$400,000 in the FY2022 budget and the recommended financial management system is at a cost of \$96,180 for implementation in the first year and \$56,619 for maintenance in subsequent years.

It is recommended this resolution be introduced for first reading.

Attachments:

[Resolution.pdf](#)

[Memorandum, B. Gaymon.pdf](#)

[Sales Proposal.pdf](#)

Introduced:
First Reading: April 11, 2022
Passed:
Posted:
Effective:

RESOLUTION NUMBER XXXX

A RESOLUTION FOR THE NEGOTIATED PURCHASE OF FINANCIAL MANAGEMENT SYSTEM IN THE FINANCE DEPARTMENT FROM EDMUNDS GOV TECH

WHEREAS, the Finance Department is seeking to replace its aging and outdated financial management system and has established a review Committee to research and identify the financial system most suitable; and

WHEREAS, three companies provided proposals for a new financial management system; and

WHEREAS, the FY2022 budget includes \$400,000 for the purchase of a new financial management system; and

WHEREAS, Edmunds Gov Tech has submitted a proposal and price quote for a new financial management system in the amount of \$96,180.00 for implementation in the first year and \$56,619 for maintenance in subsequent years; and

WHEREAS, this purchase exceeds the \$10,000 threshold for negotiated purchase;

BE IT RESOLVED by the Council of the City of Greenbelt, Maryland that the City Manager be authorized to purchase the financial management software from Edmunds Gov Tech at a cost of \$___ for the Finance Department.

PASSED by the Council of the City of Greenbelt, Maryland, at its Regular Meeting of April 11, 2022.

Emmett V. Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk



MEMORANDUM

DATE: April 5, 2022

TO: Timothy George
Assistant City Manager

FROM: Bertha A. Gaymon
City Treasurer

RE: Summary and Recommendation for New Financial Management System

BACKGROUND

In the FY2022 budget, the City Council approved \$400,000 to obtain a new financial management system to replace the Finance Department's aging and outdated Central Square accounting system that has been in place since 1999. This system has been upgraded periodically resulting from several mergers. In September 2021, a request for proposal (RFP) was approved by Council and was sent out to eleven (11) vendors. An internal committee was formed consisting of the Acting City Manager, the City Treasurer, the IT Director, the Finance Manager and all other Finance staff to review proposals received by November 2021.

Prior to calling for an RFP, the Committee met with our current Central Square representative to learn what it would take to keep our current Central Square Finance PLUS system operational because late last year, we were informed that some aspects of the Central Square system would be discontinued. Specifically, the Central Square system uses Microsoft Silverlight as a part of their software infrastructure and Microsoft announced they will no longer support Silverlight after October 2021. Because of this, we asked our representative to recommend an upgrade or a replacement system. A demonstration of a new product, specifically the enhanced Central Square Finance Professional system, was presented to the team that outlined the proposed methodology for project management, consulting, configuration, testing, training, costs and other services necessary for the implementation of the new product. During this presentation, the Central Square representative confirmed there were several features desired by the city i.e., online payments, not available in the enhanced system. Therefore, staff thought it best to look for other financial management systems and called for a request for proposal (RFP) from vendors specializing in financial management systems.

A Request for Proposals (RFP) was released in late September 2021 to eleven (11) vendors and also uploaded to the City's website. The City received three (3) responses from 1) Edmunds Gov Tech; 2) Inventive Software System LLC (Accufund); and 3) Tyler Technologies. The costs for these systems ranged from \$89,508 to \$494,606.

Since there were fewer than five responses, the City invited all responding vendors to schedule a demonstration of their proposed solution—to specifically show select City staff how their proposed solution would meet the City’s needs. All demonstrations were held during the week of Tuesday, November 16 through Monday, November 22 between the hours of 9:00 am through 3:00 pm.

ANALYSIS

The Committee found that the functionality of all vendor solutions could meet the financial needs of the City. Each of them received high rating in the system requirement areas. The Committee compared each vendor product and confirmed that each solution has the required modules necessary for the city’s financial operations to continue including the general ledger, accounts payable, accounts receivable, payroll, budget, human resources, fixed assets, utility and property tax billing, miscellaneous receivables and cash receipts. These products will help streamline many of the City’s current processes; provide electronic access to vendors and provide integration with other City tracking systems.

RECOMMENDATION

After thoroughly reviewing the product and checking references, the Committee concluded that the Edmund’s product represents the highest and best value to the City in terms of functionality and price. Therefore, staff recommends City Council approve a Resolution of Negotiated Purchase for the purchase of a financial management system from Edmunds at a cost not to exceed \$100,000. The price quote is attached for your review.

Edmunds is based in St. Louis and its company representatives have personally visited our office, has been accessible via virtual meetings, and has been responsive, accommodating and has been willing to provide information in a timely manner. Staff took steps to confirm that these qualities are a standard part of this company’ normal operations by contacting references. Finance staff contacted four references via telephone to discuss the experience of individuals who had worked with Edmunds in the past and is satisfied with the ratings of Edmunds product, staff and implementation processes.



Sales Proposal prepared for Greenbelt City, MD

Prepared by: John Wray, Regional Sales Director

Proposal Date: 01/25/2022

Expiration Date:

Software Services - Subscription	Amount
AR & Business Licensing - 3 Year	\$3,000.00
Electronic Requisitions - 3 Year	\$2,500.00
Employee Self-Service - 3 Year	\$3,000.00
Finance Super Suite - 3 Year	\$7,000.00
Human Resources - 3 Year	\$5,000.00
Payroll - 3 Year	\$7,000.00
Personal Property Tax Billing - 3 Year	\$5,000.00
WIPP - AR - 3 Year	\$1,800.00
WIPP - Tax - 3 Year	\$1,800.00
Annual Fees:	\$36,100.00

Hosting Services	Amount
Hosting (Level I)	\$5,000.00
Annual Fees:	\$5,000.00

Professional Services - Implementation	Amount
Standard AR/Business Licensing Implementation	\$3,000.00
Standard Finance Implementation I	\$7,000.00
Standard Personnel Implementation I	\$8,000.00
Standard Tax Implementation I	\$6,000.00



Professional Services - Implementation	Amount
One-Time Fees:	\$24,000.00

Conversion Services	Amount
Finance - Advanced Conversion	\$7,000.00
<i>Detailed Financial Information for 3 years + current fiscal year</i>	
- Budget Activity	
- General Ledger Transactions	
- Accounts Payable Check History	
- Open and Paid Purchase Order/Voucher/Invoice/Check History	
Finance - Document Attachments	\$2,500.00
Finance - Fixed Assets	\$1,500.00
Payroll - Base Conversion	\$4,500.00
- Employee Master Information	
- Current Year Check History	
- Gross Pay	
- Detailed Deductions	
- Detailed Taxes	
- Net Pay	
- Leave Time Balances	
Tax - Personal Property Attachments	\$2,500.00
Tax - Personal Property Master File	\$4,500.00
Tax - Transaction History - Detail	\$7,000.00
One-Time Fees:	\$29,500.00

Hardware	Amount
Credit Card Swipe Device	\$125.00
Epson TM-H6000V-032	\$975.00
Motorola Bar Code Scanner	\$480.00
One-Time Fees:	\$1,580.00

Total Year 1 Investment:

\$96,180.00

Software Services -Subscriptions

With an Edmunds GovTech solution, a true Windows application with a graphical user interface is delivered. All applications are ODBC compliant and utilize a SQL database, which allows for seamless integration with products such as MS Excel™, MS Word™, and many GIS packages to name a few.

Smart Phone Apps – All applicable Smart Phone Apps are included with the associated MCSJ module at no additional cost.

Security – The software features a single sign-on approach that allows for user-based security. This provides access to modules based on the employee's security profile. The security is module and task specific.

Integration – All modules are fully integrated. A single source of entry minimizes data entry errors and streamlines organizational processes. The system dynamically posts all related entries to the appropriate modules.

Reporting – Along with standard system reports, customized reporting is also provided. Through built-in custom reporting tools, users can create and save personalized reports that can be exported directly into MS Excel™. Reporting flexibility allows users to create unlimited custom reports that are accessible at any time.

PDF Forms - All required forms can be generated within the application. This reduces the need to have pre-printed forms, such as pre-printed checks or utility bills. Create customized letters by merging in any field from the system. Letters can be created, printed, and documented in the corresponding record.

Attachments - The ability to attach any type of file to records, accounts, and employees along with scanning images directly into the software is provided. There is no limitation with the amount or size of those items you wish to attach.

Edmunds Cloud Provides:

- Convenience and Resiliency
- Fast and secure access to information from anywhere, anytime
- Expansive data storage
- Redundant data backups to 3 locations in the US
- Maintains workflow during and after a crisis
- Always access the most current data available
- Empowers mobile and citizen engagement apps to work efficiently

Implementation & Project Management

Edmunds GovTech has a goal to make the transition from a legacy system as painless as possible. Project management includes planning, monitoring, and reporting of progress to ensure the success of the software implementation. The Client's Project Manager and EGT Staff will work in concert to identify the scope of the project, estimate the work involved, and create a project schedule with appropriate resources. The project plan is then developed to describe the tasks that will lead to a successful implementation. The project is carefully planned, implemented, monitored, and controlled. Problem resolution, risk management, opportunity management, change management, software configuration management, and data management are included, identified, and documented throughout the project. Project Managers and Training and Implementation Employees have been involved in hundreds of similar successful projects.

Proposal Notes

Unless quoted, implementation is included with initial module subscription.

Unless detailed, typical data conversion for current year plus 3 years of essential legacy system data for each module subscription. Actual data conversion scope of work tbd until after initial review of available legacy system data. Historical views of legacy data available via legacy system look up or alternate exported pdf reports, etc.

Quoted hardware items are each.

Payment Terms

All Hardware Fees: 100% will be due upon receipt of the invoice. All invoices are payable with Net 30 terms

One-time Implementation Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

One-time Data Conversion Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

Hosting Services Fees: 100% will be invoiced on the Effective Date for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to each anniversary of the Effective Date.

Annual Subscription Fees: 100% will be invoiced upon execution of the contract for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to the anniversary of the term date.

All invoices shall be paid within 30 days of the invoice date. Fees for Services may increase annually during the initial Term or any renewal Term subject to a maximum annual increase equal to the greater of (i) the Consumer Price Index for All Urban Consumers: U.S. City average and (ii) four percent (4%) receipt of the invoice.

**Please return executed Sales Orders
via DocuSign or Email to:**

Edmunds GovTech

SalesOrders@EdmundsGovTech.com

P: 888.336.6999 | F: 609.645.3111

www.EdmundsGovTech.com

Greenbelt City

City Manager

Date

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

ARPA Lost Revenue Designation

Suggested Action:

Reference: Memorandum - T. George

As part of the City's April 30th ARPA Report submission to Treasury, the City must advise if we will calculate revenue loss according to Treasury's "itemized" formula or elect a "Standard Allowance" of \$10 million. This was announced/discussed during Council meetings and at the ARPA public meetings. Designating the full \$10M in lost revenue was recommended by the Hagerty Group during their weekly meetings and will provide flexibility in use as well as reducing the reporting requirements. Based on the recommendations of the Treasury/State representatives, staff is recommending the City designate the \$10M standard allocation as lost revenue.

Attachments:

[Memorandum - T. George.pdf](#)



MEMORANDUM

DATE: April 6, 2022
TO: City Council
FROM: Timothy George, Acting City Manager
RE: Lost Revenue Allocation Recommendation

As part of the April 30th ARPA Report submission, the City must advise Treasury if we will calculate revenue loss according to Treasury's "itemized" formula or elect a "Standard Allowance" of \$10 million. This was announced at many of the ARPA meetings and stressed by the Hagerty Group during their weekly meetings.

The ARPA interim final rule and final rule both permit recipients to use SLFRF funds (State and Local Fiscal Recovery Funds) for government services in an amount equal to revenue lost due to the pandemic. As discussed in the final rule, Treasury is permitting recipients to determine the amount of revenue lost due to the pandemic either according to a formula or by claiming a standard allowance of up to \$10 million, not to exceed their total award allocation. Based on the recommendations of the Treasury/State representatives, staff is recommending the City use the standard allocation. This is for several reasons:

- A. ***Unrestricted Use Allocations.*** ARPA funds that are allocated as lost revenue are not subject to the restrictions in the Final Rule and can be used for any governmental purpose. These unrestricted funds can be used for any project, including those in the "restricted" list, but taking this step allows for greater flexibility.
- B. ***Reduced Reporting Requirements.*** Lost revenues are also not subject to the strict reporting requirements of restricted funds. Allocations still need to be reported and included in the City's federal submission, but the relaxed reporting rules will make it far easier on staff to process.

The proposed FY 2023 budget recommends allocating \$4.3 million of lost revenues to cover critical Capital Projects, the Replacement Fund, Building Capital Reserves and funds to cover police vehicles and additional personnel in both CARES and the police department. By using this ARPA allocation, no funds will need to be transferred from the General Fund in FY 2023 and the City will be able to catch up on much needed infrastructure projects and vehicle acquisitions.

Staff Recommendation: Council move to designate \$10M of the City's ARPA funding as Lost Revenue per the ARPA Final Rule Standard Allowance.

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* Appointment to Advisory Board

Suggested Action:

Reference: Applicant and Signed Code of Conduct

On February 9, 2022, Council interviewed Ms. Amanda Spaid, for appointment to the Arts Advisory Board (AAB).

Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Spaid to the Arts Advisory Board.

Attachments:

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* Reappointment to Advisory Boards/Committees

Suggested Action:

Reference: Reappointment Survey

Lisa Behuncik has indicated her willingness to continue to serve on the Employee Relations Board (ERB).

Owen Kelley has indicated his willingness to continue to serve on the Forest Preserve Advisory Board (FRAB).

Mary Sciannella has indicated her willingness to continue to serve on the Employee Relations Board (ERB).

Patrick Carroll has indicated his willingness to continue to serve on the Youth Advisory Committee (YAC).

Xochitt Zamora-Thompson has indicated her willingness to continue to serve on the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES).

Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Behuncik, Mr. Kelley, Ms. Sciannella, Mr. Carroll, and Ms. Zamora-Thompson to a new term.

Attachments:

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* Resignation from Advisory Group

Suggested Action:

Reference: Reappointment Survey

Melinda Brady has submitted her resignation from the Advisory Committee on Education (ACE).

Joseph Hamlin has submitted his resignation from the Greenbelt Advisory Committee on Environmental Sustainability (Green ACES).

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

Attachments:

City Council Agenda Item Report

Meeting Date: April 11, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: MEETINGS

Subject:

Meetings

Suggested Action:

Attachments:

[meetings.pdf](#)

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891

4/7/2022 9:28 AM



City Council Meetings & Work Sessions April – May

Regular Meeting (in-person) (MB)	Mon.	04/11	7:30 pm
Special Meeting/Closed Session – Acquisition of Real Property	Mon.	04/11	Following Regular Meeting
Advisory Board Interview	Wed.	04/13	7:40 pm
Work Session – GEAC (stakeholder) (virtual)	Wed.	04/13	8:00 pm
No Meeting – Easter Monday	Mon.	04/18	
Budget Work Session – Planning/Economic Development (in-person) (MB)	Wed.	04/20	8:00 pm
Regular Meeting (in-person) (MB)	Mon.	04/25	7:30 pm
Budget Work Session – Recreation (in-person) (MB)	Wed.	04/27	7:30 pm
Four Cities Meeting (Greenbelt) (in-person) (MB)	Thurs.	04/28	7:30 pm
Budget Work Session – Public Safety (in-person) (MB)	Mon.	05/02	7:30 pm
Budget Work Session – Recognition Groups (in-person) (MB)	Wed.	05/04	7:00 pm
Regular Meeting/1 st Public Hearing (in-person) (MB)	Mon.	05/09	7:30 pm
ARPA Redocumentation Discussion	Tues.	05/10	8:00 pm
Budget Work Session – Green Ridge House (in-person)	Wed.	05/11	7:30 pm
Budget Work Session – Public Works/ Capital Projects (in-person) (MB)	Mon.	05/16	8:00 pm
ACE Student Award Ceremony (in-person) (MB)/ Work Session - Department of Public Works and Transportation	Wed.	05/18	7:00 pm
Regular Meeting/2 nd Public Hearing/Constant Yield Tax Rate (in-person) (MB)	Mon.	05/23	7:30 pm
Budget Work Session – Final Budget Review (in-person) (MB)	Wed.	05/25	7:30 pm
No Meeting – Memorial Day	Mon.	05/30	

- 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 Video Relay Services (VRS) at 711 or e-mail banderson@greenbeltmd.gov to reach the City Clerk.

The Council Regular Meetings will be in-person and the City will adhere to COVID restrictions and guidelines. Therefore, space is limited; pre-registration is required. The pre-registration link is posted on the City's website at www.greenbeltmd.gov on the meetings calendar.

Due to the COVID-19 precautions, the Council Work Session will be held online and is planned to be cablecast on Verizon 21, Comcast 71, and 996 and streamed to www.greenbeltmd.gov/municipal/tv. Unless otherwise noted, Council meetings will be virtually by zoom. Zoom meeting information for public participation is posted on the City's website at www.greenbeltmd.gov on the meetings calendar.

Bonita Anderson, City Clerk

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

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

MD RELAY 711

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891



4/7/2022 9:28 AM

Ready to be scheduled:

Closed Session (*Cable Ordinance*)
MARC Train Service/ MDOT
Arts & Entertainment District
Potential Bond Referendum/Capital Financing
Parke Crescent Apartment Complex
Bernard Penney (*Memorial Donation in honor of Leonie Penney*)
Cemetery Plans
City Contracting Policy
BARC
Hotels
Board of Elections reports:
- Procedure for filling Council vacancies
- Proposal for voting by resident non-citizens
 (*waiting for CRAB Report*)
- Early Voting
- Discussion with Ethic Commission (Financial Disclosure Reports)
Economic Development Advisory Committee
Police Reform
Reparations Committee
ERB Reports: (#2020-01 Procedures for Employee Appeals and Grievances); (#2021-02 Collective Bargaining for Non-Managerial Employees) (*waiting for CRAB Report*)
Greenbelt East Communities
Virtual Meetings Accessibility for Blind and Visually Impaired
Religious/Spiritual Organizations

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
Department of Permitting, Inspections & Enforcement (DPIE)
Museum Plan
Term Limits legislation (*referral submitted to CRAB*)
Majority Leader Hoyer

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MD RELAY 711

Annual														
Advisory Group Chairs	3/16	2/17	7/18	7/19	6/20	6/21								
Franklin Park at Greenbelt Station Mgmt.	8/16	11/17	12/18	12/19	12/20	12/21								
Greenbelt East Advisory Coalition	3/16	7/17	3/19	6/20										
Greenbelt Homes, Inc.	6/16	7/17	7/18	7/19	10/20	7/21	12/21							
Greenbelt Station	8/19	12/19	8/20	8/21										
County Executive/ County Council	12/13	9/16	1/19	8/20	11/20									
Biennial														
Roosevelt Center Merchants	11/16	1/18	1/20	1/22										
Beltsville Ag. Research Center/ NPS Greenbelt Park	03/14	7/16	8/18											
	7/15	1/18	1/20	1/22										
Beltway Plaza	9/14	3/17	9/20											
Greenbelt Community Garden Club	3/21	9/21												
Greenway Center	7/14	12/16	2/19	12/20										
Civic Associations	8/14	2/18	8/20											
NASA/GSFC	3/15	3/17	9/19	12/20	3/22									
PG Co. Economic Development Corp.	8/14	4/17	7/19	11/21										
School Board	2/16	5/17	10/18	3/19	9/20	9/21								
State Highway Administration	6/15	10/17	11/20											
Every Three Years														
Apartments	2/18	4/21												
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	3/21											
Verizon	2/20													
PEPCO	9/14	1/17	2/22											
WSSC	12/12	9/16	2/22											
WGL	12/17													
Capital Office Park	12/12	1/16	9/19											
Other Business Parks:														
Maryland Trade Center														
Golden Triangle														
Hanover Parkway														
Belle Point														
Edmonston Road														

WMATA/PGDPW&T (Semi-Annual)	11/16	9/17	11/18	1/20	3/22									
Other/As Needed														
M-NCPPC/Planning Board (Major Issue)	6/06	7/14	10/19											
Business Coffee (Every Four Months)	2/21	6/21	10/21											
State's Attorney (4 years)	2/11	4/15	9/19											
Roosevelt Center Owner	9/15	8/20												

(Rev. March 23, 2022)