



CITY COUNCIL AGENDA

**Municipal Building
Tuesday, March 10, 2020
8:00 PM**

I. ORGANIZATION

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

II. COMMUNICATIONS

6. Presentations:

Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award:

Suggested Action:

The City has received the GFOA Distinguished Budget Presentation Award for its Fiscal Year 2019 budget. This award is the highest form of recognition in governmental budgeting. It recognized that Greenbelt publishes a budget document that satisfies national guidelines as a policy document, a financial plan, an operations guide, and a communications device. Laura Allen, City Treasurer, will accept the award.

[Distinguished Budget Presentation Award.pdf](#)

- 6a. National Women's History Month Proclamation
Suggested Action:

March is National Women's History Month, this year's theme is "Valiant Women of the Vote." Colonel Edna Cummings, US Army, Retired, will attend the meeting to receive the proclamation, in recognition of all the women who have made history.

[Women's History Month.pdf](#)

6b. Friends of Greenbelt Theatre Presentation on Second Screen Renovation

Suggested Action:

Reference: Memo, Friends of Greenbelt Theatre, 02/13/2020

The Friends of Greenbelt Theatre (FOGT) have raised \$250,000 through a combination of grants and individual donations to renovate the current Pop-up space into a 40-seat Screening Room and Media Arts Literacy Lab.

FOGT finds that the best outcome for the patron experience would be to have a connection between the Theatre and Pop-space. FOGT would like to take advantage of the common wall to create an unobtrusive, fire-rated door that would allow for ease of use, but also safely separate the two spaces in the event of a fire or other emergency. The connection has been reviewed and approved by MHT and FOGT has been in discussions with Prince George's County Department of Permitting, Inspections and Enforcement regarding the project. The renovation plans also includes relocation of an egress door, removal of egress door and storefront improvements (window replacement) on the Pop-up Space which is subject to the City's façade easement. At this time City staff has not had an opportunity to fully review the renovation plans.

FOGT is seeking approval from City Council to provide a connection between the two spaces, and permission to make modifications to the façade of the Pop-up Space. Construction is scheduled to begin in early- to mid- March. FOGT has indicated that renovations in the Pop-space can be done before a decision is made on the connection, but is eager to gain City support to avoid any project delays.

Council direction is sought.

[Memo, Friends of Greenbelt Theatre, 02/13/2020.pdf](#)

7. Petitions and Requests

8. Minutes of Council Meetings

Suggested Action:

Reference:

Work Session - November 5, 2018

Work Session - April 29, 2019

Work Session - January 15, 2020

Work Session - February 19, 2020

[WS181105.pdf](#)

[WS190429.pdf](#)

[WS200115.pdf](#)

[WS200219.pdf](#)

9. Administrative Reports

10. Committee Reports

III. LEGISLATION

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

Reference: Resolution

Council reviewed the Standing Rules document at its Work Session on February 5, 2020. The resolution included in Council's packet reflects the results of that discussion. At that meeting, Mr. Jordan indicated modifying the oath of office referenced in the City Charter. If the Council wishes to proceed, a charter amendment will need to be introduced by Council.

At the February 24, 2020, meeting, the resolution was introduced by Ms. Mach for first reading. Council discussed Mr. Jordan's request to amend the City Charter, to modify the oath of office. It was moved by Mr. Jordan that the City Solicitor provide the Council with an opinion letter on the process regarding this modification of the City Charter. Ms. Mach seconded. The motion passed 5-2. (Mr. Putens and Mr. Roberts)

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

[Resolution Standing Rules.pdf](#)

12. Resolution for State Enterprise Zone Designation
- 1st Reading, Suspension of the Rules
- 2nd Reading, Adoption

Suggested Action:

Reference:

Resolution

Memo, C. Liggins, 03/06/2020

Letter, C. Byrd, 02/28/2020

Enterprise Zones - Municipality Map Series

Enterprise Zone

The Enterprise Zone is an area of a county, city or town in which state and local incentives are offered to encourage the expansion of existing businesses and the attraction of new business investment and jobs. The Enterprise Zone is designated by the State of Maryland and provides 10-year tax credit incentives for businesses to locate and expand within the Zone. The Focus Areas are locations within the Enterprise Zone that offer even more valuable tax credit incentives for businesses. Prince George's County Enterprise Zone program is administered by the Prince George's County Economic Development Corporation.

Prince George's County is submitting an application to the State to re-designate the Enterprise Zone and Focus areas. To do so, the County's EDC needs a signed resolution from each affected municipality. Staff received a request from the County's EDC to include a proposed focus area within the Enterprise Zone located in Greenbelt.

Staff is currently awaiting feedback from the County's Economic Development Corporation on

the City's request for additional clarification and information.

It is recommended that Council introduce the resolution, suspend the rules, and adopt the resolution at this meeting.

[Resolution.pdf](#)

[Memo, C. Liggins, 03/06/2020.pdf](#)

[Letter, C. Byrd, 02/28/2020.pdf](#)

[Enterprise Zones - Municipality Map Series 13 \(2\) \(2\).pdf](#)

[Enterprize Zone \(4\).pdf](#)

13. A Resolution to Abrogate Resolution 2068 which was for the Installation of Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption to EDF Renewables Distributed Solutions of Columbia, Maryland (Solar Farm)
 - 1st Reading, Suspension of the Rules
 - 2nd Reading, Adoption

Suggested Action:

Reference:

Resolution

Memo, J. Sterling, 03/01/2020

On September 11, 2018, Council awarded the Request For Proposals (RFP) for the Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption, to EDF Renewables Distributed Solutions (EDF), 9175 Guilford Road, Suite 202, Columbia, MD 21046. Council directed staff to work with the City's Attorney and EDF's Attorney to develop a fifteen (15) year Power Purchase Agreement (PPA) for the installation of a solar farm. The PPA would be consistent with all the requirements of the Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption RFP dated January 18, 2018.

In Staff's background memo dated July 26, 2018, it discussed the many challenges it would face completing the solar farm. Those challenges included such things as site-specific problems, technical issues, regulatory problems, permitting issues, new zoning laws, county improvement requirements and utility requirements. All of these issues must be resolved/approved before a solar farm project can be viable.

After receiving the letter from EDF in August 2019, staff began researching other solar projects in the region and reaching out to the other offerors from the RFP. Staff met with Standard Solar three different times to discuss various solar farm options. Based on these meetings, a plan was developed to move the solar project forward. The first step would require the City to terminate its Pepco application with EDF. So it can begin serious discussions with other solar developers.

Staff recommends Council terminate Resolution 2068 and allow staff to bring a different resolution forward for the installation of a solar farm.

[Resolution to Abrogate Res 2068 for EDF.pdf](#)

[Memo, J. Sterling, 03/01/2020.pdf](#)

14. A Resolution to Negotiate the Installation of Solar Photovoltaic Energy System to Offset Municipal Consumption to Standard Solar, Inc. of Rockville, MD (Solar Farm)
 - 1st ReadingSuggested Action:

Reference:
Resolution
Memo, J. Sterling, 03/02/2020
RFP Solar PVES to Offset Municipal Electricity Consumption

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

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

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

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

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

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

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

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

IV. OTHER BUSINESS

15. Establishment of Firefly Sanctuary

Suggested Action:

Reference:

Memo, B. Townsend, 03/03/20

Green ACES Report #2020-01, Firefly Sanctuary

PRAB Report #19-9, Firefly Sanctuary

FPAB Report #2019-6, Firefly Sanctuary_FINAL

On October 12, 2019, Mary Ann Canter submitted a request to City Council for the creation of a firefly sanctuary in Stream Valley Park. City Council referred the proposal to the Parks and Recreation Advisory Board (PRAB), Greenbelt Advisory Committee on Environment Sustainability (GreenACES), Forest Preserve Advisory Board (FPAB) and Public Works.

Staff has carefully reviewed all three recommendations from the various boards. Staff is in agreement with all three board reports and has no additional comments.

Public Works will be doing the following to create a firefly sanctuary:

- Create a 10-foot buffer zone in Stream Valley Park along the wood line that will only be mowed by the department once a year.
- The department will install educational signs.
- The department will designate the area as no pesticide area.

These types of initiatives are consistent with the Sustainable Landcare Policy. Creating pollinator gardens and increasing biodiversity for habitat are goals of the department.

On April 4, 2020, Staff met with Mary Ann Canter at Stream Valley Park to show her what areas were being proposed for the Firefly Sanctuary. Ms. Canter was very happy with the proposed areas.

Staff supports Ms. Canter's proposal for a firefly sanctuary. It is consistent with the department's goals and the Sustainable Landcare Policy.

[Memo, B. Townsend, 03/03/20.pdf](#)

[Green ACES Rec 2020-01-- Firefly Sanctuary.pdf](#)

[PRAB Report 19-9 Firefly Sanctuary.pdf](#)

[FPAB Report to Council 2019-6_FireflySanctuary_FINAL.pdf](#)

16. Buddy Attick Parking Lot Project Update
Suggested Action:
Reference: Buddy Attick - DPIE Site Plan

The Buddy Attick Park Parking Lot project has been in engineering and permitting since the City Council approved a design in May 2017. The project, partially being funded through the Chesapeake Bay Trust's (CBT) Prince George's County Stormwater Stewardship Grant Program and Program Open Space funding, proposes to redesign the Buddy Attick parking lot to improve function and circulation and to incorporate environmental site design practices that will treat stormwater runoff and engage the public in stormwater issues.

The engineering and permitting phase of the project has taken longer than expected, and staff has asked the consultant for a timeline on the permitting process so the challenges the project has faced can adequately be addressed with the appropriate parties so such delays can be avoided on future projects.

All County approvals are expected to be obtained over the next couple of weeks, and staff is working with Bradley Site Design to finalize bid documents. It is anticipated that the project will go out to bid in late March, followed by award of contract and issuance of a Notice to Proceed. At this time, staff estimates construction to begin in late April/early May. The CBT

has requested that the project be completed as soon as possible since its Memorandum of Understanding with the County on the Stewardship Grant program is expiring soon. Staff has been keeping CBT staff apprised of the status of the project so they are aware the project continues to move forward.

As occurred with the Greenbelt Lake Dam project, staff will conduct public outreach as the project moves closer to construction and there is a more defined construction timeline.

[Staff Memo Project Update 3.2020.pdf](#)

[Buddy Attick - DPIE Site Plan.pdf](#)

17. MOU with Prince George's County for Police Computer Software

Suggested Action: Reference:

Memo, R. Bowers, 03/06//2020

Greenbelt CAD MOU

The Greenbelt Police Department is in need of a replacement Computer Aided Dispatch and Records Management software system. As a result, the Department began working with Prince George's County to become a user of the Motorola computer system. This dispatch system is currently in use by other county municipal police departments as well as the Prince George's County Police Department. This will improve agency coordination.

Seat licenses were purchased in FY 2019 at the cost of \$43,500. Future data migration costs are estimated to be \$50,000 and are included in the FY 2020 budget. The project is on track to go live on April 1, 2020.

Staff recommends that this MOU be approved.

[Memo, R. Bowers, 03/06//2020.pdf](#)

[Greenbelt_CAD_MOU.pdf](#)

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

Suggested Action: Reference: Advisory Committee on Trees Report

This is a follow-up to Report #2019-2 (dated August 7, 2019), regarding the Eleanor Roosevelt Memorial Tree. The Advisory Committee on Trees (ACT) members voted at their July 23, 2019, meeting to support another planting of an Eleanor Roosevelt Memorial Tree (ERMT). At subsequent ACT meetings, discussion of the location and type of tree has taken place.

ACT members support planting the ERMT in an open space near the Greenbelt Community Center, possibly near the area where there used to be a large willow oak, which was removed over three years ago. This would be in the open space on the south side of the Community Center, near the Greenbelt Branch of the Prince George's County Memorial Library System.

ACT members ask for approval from the City Council to purchase and plant another Eleanor Roosevelt Memorial Tree, this time near the Greenbelt Community Center. The planting would take place near Arbor Day in 2020.

Approval of this item on the consent agenda will indicate Council approval to purchase and

plant another Eleanor Roosevelt Memorial Tree.

[ACT_Report_2020_1.pdf](#)

19. Hanover Parkway Bikeway Facility Feasibility Study

Suggested Action:

Reference:

Memo, M. Porter, 02/26/2020

Concept Design Plans

APB Report #2019-09, 08/27/2019

Email, M. Porter, 11/12/2019

On March 2, 2020, the City Council held a work session on the Hanover Parkway Bikeway Feasibility Study. This project, partially funded by a grant from the Chesapeake Bay Trust, includes a feasibility study of bicycle facilities in the Hanover Parkway corridor between Mandan Road and Good Luck Road and 30% designs of bicycle facilities on a priority area of Hanover Parkway between Spellman Overpass and Greenbrook Drive.

The City's consultant has developed two (2) alternatives for bicycle facilities on Hanover Parkway. One of these alternatives is primarily an on-road option (Option A), while the other is an off-road option (Option B). Option A has an estimated construction cost of \$300,000 to \$890,000 dependent on whether flexible bollards or concrete curb is used to protect bike lanes. Option B has an estimated construction cost of \$760,000. Final engineering is estimated to cost \$250,000. These alternatives have been presented to the Advisory Planning Board, GreenACES, Greenbriar Condominiums (Phase I, Phase II, and Greenbriar Community Association Board of Directors), and at a Community Meeting. The information about the project, including the alternatives, was shared with the Greenbelt East Advisory Coalition. These alternatives have also been discussed with the Department of Public Works and the Police Department.

Main areas of conversation during these presentations was a concern about the impact an on-road bicycle lane would have on traffic near Eleanor Roosevelt High School, particularly when students are arriving and departing from the school or during events. Other areas of conversation during these presentations were cyclist safety, impact on the traffic on Hanover Parkway, and the ease with which cyclists could use the bicycle facilities. While pros and cons were identified for both alternatives, the off-road option was met with the most support. City Council has also requested that the use of permeable pavement be explored, including cost impacts, and this will be completed as the consultant prepares 30% design plans.

Staff recommends City Council support the off-road option and direct staff to authorize the City's consultant to move forward to develop 30 percent design drawings for the priority area.

[Hanover_Parkway_Staff_Report.pdf](#)

[Concept Design Plans.pdf](#)

[APB_Report_Bicycle_Facilities_on_Hanover_Parkway.pdf](#)

[GreenACES.pdf](#)

20. State Legislation

Suggested Action:

Reference: HB 1087

HB 1628

HB 1628 Fiscal Note

House Bill 1087 - This legislation would increase, from \$5,000 to \$50,000, the maximum estimated cost in labor and materials for the alteration of a certain existing building or structure for which a person is not required to employ a licensed architect under certain circumstances. The MML Legislative Committee voted to support this bill. Delegates Williams and Washington are co-sponsors of HB 1087.

Council direction is sought.

House Bill 1628 - This bill imposes the State sales and use tax on all services, except for specified services, by expanding the definition of taxable service. According to the bill's fiscal note, it would expand the tax to cover services and digital goods. The bill also reduces the general State sales and use tax rate from 6% to 5% for taxable goods and services. Local admissions and amusement tax revenues may decrease under the bill.

Council direction is sought.

[HB 1087.pdf](#)

[HB 1628.pdf](#)

[HB 1268 Fiscal Note.pdf](#)

21. County Wide Map Amendment

Suggested Action:

Reference;

Memo, T. Hruby, 03/05/2020

CMA Notification Letter

Existing Zoning 2017

Proposed Zoning Attachment

Zoning Rewrite Decision Matrix Brochure August 2019

On October 23, 2018, the Prince George's County Council adopted a new Zoning Ordinance. It is anticipated that the New Zoning Ordinance will go into effect in November 2020, however, before the New Zoning Code can go into effect the County must adopt a countywide zoning map. The process of the County adopting new zoning maps is referred to as the Countywide Map Amendment (CMA).

The CMA is intended to implement the new Zoning Ordinance by placing property in the new zone that is closest in uses and purposes to the current zone. A joint public hearing of the Prince George's County District Council and the Prince George's County Planning Board is scheduled for March 23, 2020 at 7:00pm at Prince George's Community College. The public hearing record closes on April 7, 2020. All property owners in the County were sent a letter notifying them of the Public Hearing and the CMA process.

In Council's background materials is a memo from City planning staff explaining the new Zones proposed for Greenbelt, and highlighting some instances where staff believes the most appropriate Zones are not being applied in the CMA. This includes Zones for City owned parkland, the Forest Preserve Areas, Roosevelt Center, the South Core of Greenbelt Station and Board of Education properties. Staff also recommended the Council reaffirm its support for a Greenbelt Neighborhood Conservation Overlay Zone.

Staff recommends that the City Council authorize City staff to transmit a letter to the Clerk of the County Council to be part of the public hearing record on the Countywide Map Amendment on the recommendations as outlined in staff's memo.

[CMA notification letter.pdf](#)

[Existing Zoning 2017.pdf](#)

[Proposed Zoning Attachment 3.pdf](#)

[Zoning-Rewrite-Decision-Matrix-Brochure-August-2019-v2.pdf](#)

[Memo, T. Hruby, 03/05/2020.pdf](#)

22. Regulating Cable Companies

Suggested Action:

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

*23. * Greenbelt Post Office Issues

Suggested Action:

Mayor Byrd requested this item be added to the agenda.

The motion would be for Council to send letters to the City's Congressional delegation on the following issues related to the post office:

- * Exterior Painting

- * Air Conditioning

- * Bike Rack

Approval of this item on the Consent Agenda will authorize the City to send the letters to the Congressional delegation.

*24. * Appointment to Advisory Board

Suggested Action:

Reference: Application

The Council interviewed Patrick Carroll for appointment to the Youth Advisory Committee (YAC) as an adult member. The applicant have attended a meeting of the YAC.

Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Carroll to YAC.

25. Council Activities

26. Council Reports

V. MEETINGS

Meetings

[meetings.pdf](#)

Stakeholders

[Stakeholder Schedule.pdf](#)