

GREENBELT CITY COUNCIL
Municipal Building
Regular Meeting
February 23, 2015 - 8:00 p.m.

I. ORGANIZATION

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

II. COMMUNICATIONS

6. Presentations

[Oath of Office - New Police Officers](#)

Oath of Office - New Greenbelt Police Officers: Chief Craze will be present to introduce Greenbelt's newest police officers: Matthew Schurg, Gaston Granger, Audrea Jefferson, Nick Yatsko and Troy Arnold. The oath of office will be administered by the Mayor. (CM)

7. Petitions and Requests (Petitions received at the meeting will not be acted upon by the City Council at this meeting unless Council waives its Standing Rules.)

8. Minutes of Council Meetings

*- Work Session, December 17, 2014

Draft Minutes 12-17-14

* - Work Session, February 2, 2015

Draft Minutes 2-2-15

* - Work Session, February 4, 2015

* - Regular Meeting, February 9, 2015

Draft Minutes 2-9-15

* - Work Session, February 11, 2015

Draft Minutes 2-11-15

- Executive Session, February 11, 2015 - Statement for the Record

The following motion is needed: In accordance with Section 10-509 (c)(2) of the State Government Article of the Annotated Code of Public General Laws of Maryland, I move that the minutes of tonight's meeting reflect that Council met in executive session on Wednesday, February 11, 2015, at 8:07 p.m. in Room 201 of the Greenbelt Community Center. Council held this closed meeting in accordance with the General Provisions Article, ?3-305(b)(14) of the Annotated Code of Public General Laws of Maryland, to discuss the Award of Contract for Theater Operations. (CM) Vote to close session: Yes No Abstain Absent Ms. Davis X Mr. Herling X Ms. Mach X Ms. Pope X Mr. Putens X Mr. Roberts X Mayor Jordan X

The following staff members were in attendance: Michael McLaughlin, City Manager; Karen Ruff, Associate of the City Solicitor; and Cindy Murray, City Clerk. Other individuals in attendance: None Council took no actions during this session. (CM)

[- Executive Session, February 11, 2015 - Minutes](#)

In order to approve these minutes, the following motion is needed: I move that the minutes of the executive session of the City Council held Wednesday, February 11, 2015, be approved as presented. Council held this closed meeting in accordance with the General Provisions Article, ?3-305(b)(14) of the Annotated Code of Public General Laws of Maryland, to discuss the Award of Contract for Theater Operations. (CM)

9. [Administrative Reports](#)

* 10. Committee Reports

Youth Advisory Committee, Report #2015-1 (Sidewalk Request)

[Youth Advisory Committee, Report #2015-1 \(Sidewalk Request\)](#)

III. LEGISLATION

11. An Ordinance to Amend Chapter 11 "Motor Vehicles and Traffic," Article II "Operation of Vehicles" and Article III "Stopping, Standing and Parking" of the Greenbelt City Code - 2nd Reading, Adoption

Reference: Ordinance Memorandum, C. Craze, 02/06/2015 Memorandum, M. McLaughlin & C. Craze, 02/19/2015 Council directed staff to evaluate Chapter 11 of the City Code related to parking regulations, particularly as the regulations pertain to parking restrictions based on vehicle size, weight and class. Changes to the code are recommended to clarify these regulations. In addition, changes are recommended to increase fines, strengthen enforcement of unregistered, disabled, out-of-state and vehicles with multiple

violations. There is also new language to regulate parking of commercial vehicles in residential zones and the operation of curbstoning (vehicle sales from residential locations). Responses to questions on the ordinance raised by Council at the last meeting are included as background. Ms. Pope introduced the ordinance for first reading at the last meeting. It is recommended the ordinance be introduced for second reading and moved for adoption tonight. (CC)

[Ordinance](#)

[Craze memo 2-6-15](#)

[Memo 2-19-15](#)

IV. OTHER BUSINESS

12. [Approval of Contract for Operation of Greenbelt Theater](#)

Included in Council's packet is a proposed contract between the City and Friends of the Greenbelt Theater (FOGT) for the operation and management of the Greenbelt Theater. The contract is based on a contract for the operation and management of three theaters owned by a public body. Staff has held several contract negotiation meetings with Dr. Caitlin McGrath of the FOGT. The proposed contract treats FOGT as an independent contractor of the City. It defines a relationship similar to the relationship the City has with the Friends of the Greenbelt Museum. The contract has a three year term beginning March 1 with an option for the City to extend the term for ten months to align with the FOGT fiscal year. As structured, the contract provides that FOGT retains all revenues generated by use of the theater and is responsible for all operating expenses including payroll, film rental fees, concessions supplies, maintenance, minor repairs and utilities. FOGT can maintain up to \$200,000 of revenues over expenses (surplus funds) to carry it through any down periods. This amount equates to about six months of operating expenses. Any surplus funds over \$200,000 will be transferred into a capital reserve

fund to support capital improvements at the theater including Phase II of the renovations. The City will provide a subsidy of \$50,000 during the first year, which may be used for operating expenses, and another \$50,000 during the second year that will go into the capital reserve fund to be used for capital improvements for the theater. The contract provides for the theater to be used at no cost, at least twice a month, by both the City and community groups, and for the Utopia Film Festival which will include a Friday and Saturday evening. There will be an annual performance review, as well as an annual budget submittal. However, FOGT will be required to submit monthly reports to the City documenting revenues and expenditures. FOGT will be authorized to do fundraising related to the theater and allow for sponsorships as part of the fundraising. It is recommended that Council authorize the City Manager to sign the contract on behalf of the City. If approve, it is anticipated FOGT will be able to provide a "soft" opening of the Theater the weekend of March 27 with a "grand" opening to occur probably in late April. Dr. Caitlin McGrath of FOGT will be present at the meeting. (MPM)

Contract

13. Award of Purchase - Public Works Pickup Truck

The FY 2015 Replacement Fund includes \$28,000 for the replacement of a 3/4 ton 4X4 pick-up truck for Public Works. The truck being replaced (Unit 404) is twelve years old with 81,175 miles, and is in need of major maintenance including a head gasket. It also has surface and structural corrosion. A Ford F-250 pick-up is available for purchase on a State of Maryland bid. In addition, staff is recommending that four wheel drive, a snow plow, a bedliner and a heavy duty alternator and suspension be added to the truck. Staff recommends that Council approve the purchase of a Ford F-250 pick-up truck from Hertrich Fleet Services of Denton, Maryland in accord with State of Maryland BPO# 001B5400299 at a cost of \$28,099. Karl Skaggs, Parks Supervisor, will be available to answer any questions. (DEM)

[Memo, Karl Skaggs](#)

[Photos](#)

[Bid](#)

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14. [State Legislation](#)

SB 258 - Maryland Commission on Climate Change This bill would establish a State Commission to advise the Governor and General Assembly on ways to mitigate the causes of, prepare for, and adapt to, the consequences of climate change. Senator Pinsky is a co-sponsor of SB 258. It is recommended Council support SB 258. SB 283/HB584 - Financial Disclosure by Elected Local Official - Confidential Information This is MML's priority legislation that will shield certain confidential items from public review that are required to be disclosed under the State's ethics regulations. These confidential items include the following unless these entities are doing business with the municipality: . interests in real property located outside the county in

which the municipality is located, . interests in corporations, partnerships and limited liability corporations, . employment, and . indebtedness Information regarding a spouse or dependent child would also be confidential. A local ethics commission/staff, a local board of elections/staff or a court of competent jurisdiction would still be able to review the confidential information. Delegate Healey is the primary sponsor of HB 584. It is recommended Council support SB 283/HB 584. HB 551 - Community Cleanup & Greening Act This legislation would establish a statewide bag fee for disposable carryout bags. It would apply to any County that does not already have a bag fee. The fee would be 10 cents per bag. Stores could keep 5 cents per bag or 7 cents if they have a customer bag credit program. The County would keep the rest of the fee and these revenues must be used for certain purposes including: community greening, stormwater control, litter cleanup, recycling programs, etc. Delegate Washington is a co-sponsor of this legislation. The City supported similar legislation last year and MML supports this bill with amendment. It is recommended Council support HB 551 with an amendment to reflect that revenues collected within a municipality are returned to that municipality. HB 376 - Electric Companies - Vegetation Management This bill would remove language from current law that prevents counties and municipalities from adopting or enforcing laws or regulations that interfere with, or increase the cost of, compliance with State vegetation management standards. This language was added in 2013 via legislation which the City opposed. Delegate Washington is a co-sponsor of HB 376. It is recommended Council support HB 376. HB 541 - Utility Companies - Removal of Equipment from Poles This bill would address the double pole issue Greenbelt and other jurisdictions are experiencing. It would require electric or telephone companies (depending on who owns the pole) to coordinate with third-party entities (telephone company, cable company, local government, etc.) when installing new poles. All equipment attached to the old pole would have to be moved to the new pole within 60 days. The old pole would then have to be removed within 60 days after this equipment was removed. The Public Service Commission can impose civil penalties for violations of this new law. Delegates Gaines and Washington are co-sponsors of HB 541. It is recommended Council

support HB 541. HB 792 - Property Tax Credit - Elderly Homeowners
This enabling legislation would allow a county or municipality to grant a property tax credit for elderly homeowners that meet the following criteria: . at least 70 years old. . resided in the dwelling for at least 10 years . making regular mortgage payments . household gross income does not exceed \$45,000 . household net worth does not exceed \$250,000 Delegate Washington is the primary sponsor of this bill. It is recommended Council support HB 792.

[SB258](#)

[SB 283/HB584](#)

[HB 551](#)

[HB 376](#)

[HB 541](#)

[HB 792](#)

[HB 982/SB 684](#)

15. [Council Reports](#)

- * 16. Production of Promotional Video of the Four Cities
- * 17. Reappointment to Advisory Group

Margaret Cahalan has indicated her willingness to continue to serve on the Greenbelt Advisory Committee on Environmental Sustainability. Approval of this item on the consent agenda will indicate Council's intent to appoint them to new terms. (CM)

V. [MEETINGS](#)

Executive Session: At the work session on February 18, Council expressed its desire to schedule an Executive Session, to discuss personnel matters. If Council would like to proceed with scheduling this Executive Session on the next open meeting date, the following motion is required: I move that Council schedule an Executive Session on Monday, March 16, 2015, at 8:00 p.m., in the Library of the Municipal Building. Council will hold this closed meeting in accordance with the General Provisions Article 3-305 (b) (1) of the Annotated Code of Public General Laws of Maryland to discuss personnel matters.

Interviews for Advisory Groups (Library) Mon. 02/23 7:20 pm Regular Meeting Mon. 02/23 8:00 pm Interview for Advisory Group (Planning Office) Wed. 02/25 7:40 pm Work Session - Update on South Core Apartments (CC) Wed. 02/25 8:00 pm Work Session - NASA/GSFC (stakeholder) Mon. 03/02 8:00 pm No Meeting Wed. 03/04 8:00 pm Work Session - GEAC (stakeholder) (Greenbriar Community Bldg.) Thurs. 03/05 7:30 pm Regular Meeting/ACE Educator Awards Mon. 03/09 8:00 pm Legislative Dinner - Annapolis Wed. 03/11 6:00 pm Work Session - TBD Mon. 03/16 8:00 pm Work Session - School Board Representative (CC) Wed. 03/18 8:00 pm Regular Meeting/Budget Presentation Mon. 03/23 8:00 pm Work Session - Youth Sports (CC) Wed. 03/25 8:00 pm Work Session - State's Attorney (stakeholder) (tentative) Mon. 03/30 8:00 pm Ready to be scheduled: WSSC (stakeholder) Business Coffee Rental Apartments (stakeholder) Forest Preserve/Community Gardens Comcast/Verizon Hotels Clergy Gateway Signage Update For later scheduling: Zoning Enforcement Parkway Apartment Owners/GHI (parking) Northway Fields Master Plan City Manager Updates (Jan, Pre-budget; June, & Sept/Oct) Cemetery Plans Meeting with County on Transportation Plan Information Technology Dept. Roosevelt Center Owner