



CITY COUNCIL WORK SESSION AGENDA

Work Session - Board of Elections

This meeting will be held in-person and virtual.

**25 Crescent Road
Greenbelt, MD 20770**

OR

Virtual Participation

Zoom Webinar Attendees:

Please submit your request in writing via email to questions@greenbeltmd.gov

**[https://us02web.zoom.us/j/89467512319?](https://us02web.zoom.us/j/89467512319?pwd=aGp5bXhISWlzQnVXSTVGamFyZDcwUT09)
[pwd=aGp5bXhISWlzQnVXSTVGamFyZDcwUT09](https://us02web.zoom.us/j/89467512319?pwd=aGp5bXhISWlzQnVXSTVGamFyZDcwUT09)**

Dial-in: 301 715 8592

Webinar ID: 894 6751 2319

Passcode: 280847

**Wednesday, February 8, 2023
7:30 PM**

I. Work Session Packet

1. Work Session - Board of Elections

Suggested Action:

Agenda

- Introductions**
- Council Discussion**
- Questions and Answers**

- Other Items

[Noncitizen Voting Council Referral_210309.pdf](#)

[BoE_Report_2021-2_Resident Non-Citizens Voting.pdf](#)

[Response re Non-Citizen Resident Voting_111022 Final 12-2022.pdf](#)

[Term Limits Council Referral_210309.pdf](#)

[Response re Council term Limits_111022 Final 12-2022.pdf](#)

[Special Elections Council Referral_210309.pdf](#)

[BoE_Report_2021-1_Procedures to Fill Council Vacancies.pdf](#)

[Board of Elections Report.pdf](#)

2. Meetings and Stakeholders

Suggested Action:

2023 Meeting Schedule

The following suggested changes to Council's 2023 meeting scheduled are:

- No Work Session on Monday, March 16 (Purim)
- Reschedule Monday, April 10 Regular Meeting to Tuesday, April 11 (Easter Monday)
- No Work Session on Monday, May 29 (Memorial Day)
- Reschedule Monday, June 12 Regular Meeting and Monday, June 26 Regular Meeting to Monday, June 5th and Monday, June 19th (To adopt budget before June 10 and MML Annual Conference in Ocean City - June 25-28)
- No Work Session on Monday and Wednesday, June 26 and 28 (MML Annual Conference in Ocean City - June 25-28)
- No Work Session on Wednesday, November 15 (NLC City Summit in Atlanta, GA - November 15-18)

[2023 Calendar memo.pdf](#)

[meetings.pdf](#)

[Stakeholder Schedule.pdf](#)

City Council Work Session Agenda Item Report

Meeting Date: February 8, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Work Session Item

Agenda Section: Work Session Packet

Subject:

Work Session - Board of Elections

Suggested Action:

Agenda

- Introductions
- Council Discussion
- Questions and Answers
- Other Items

Attachments:

[Noncitizen Voting Council Referral_210309.pdf](#)

[BoE_Report_2021-2_Resident Non-Citizens Voting.pdf](#)

[Response re Non-Citizen Resident Voting_111022 Final 12-2022.pdf](#)

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[Special Elections Council Referral_210309.pdf](#)

[BoE_Report_2021-1_Procedures to Fill Council Vacancies.pdf](#)

[Board of Elections Report.pdf](#)

**CITY OF GREENBELT
City Clerk's Office
25 Crescent Road
Greenbelt, Maryland 20770**

Memorandum

Date: March 9, 2021
To: Bonita Anderson, BOE Staff Liaison
David Moran, CRAB Staff Liaison
Todd Pounds, City Solicitor
Fr: Bonita Anderson, City Clerk *BA*
RE: Council Referral –Noncitizen Voting

At its meeting on Monday, March 8, 2020, Council made the following referral to the Board of Elections and Community Relations Advisory Board to provide their input and information on allowing noncitizens residents of Greenbelt the right to vote in City elections.

And also, that the City Solicitor draft legislation on this topic.

Enclosed is the agenda item presented at the Council meeting.

City Council Agenda Item Report

Meeting Date: March 8, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Noncitizen Voting

Suggested Action:

Mayor Byrd requested that this item be added to the agenda. The motion is to have the City Solicitor draft legislation that would authorize non citizen residents of Greenbelt to vote in City elections.

Attachments:

MEMORANDUM

DATE: May 6, 2021

TO: Bonita Anderson, City Clerk

FR: Patricia Evans, Steven Gilbert, Co-Chairs, Board of Elections

RE: Proposal for Voting by Resident Non-Citizens

Ms. Anderson, please transmit this memorandum to the City Council, to respond to the recent request on the referenced subject.

The Board of Elections reviewed this proposal, to permit Greenbelt residents who are not U.S. citizens to vote in City elections, at its meetings on March 25 and April 8 and 22, 2021.

The Board understands that both the Council and the Community Relations Advisory Board are considering non-citizen voting. We would agree that the proposed change in our law and procedures is good policy, promoting local democracy, provided Council finds this new process worth the additional elections costs and administrative staff burdens it will entail.

It is clear that amendments will be needed, to both Charter and City Code, to allow residents who are not citizens to vote. Non-citizens of course may not vote under U.S. or Maryland law, in state or federal elections, but that does not preclude cities like Greenbelt from taking a different approach. State law authorizes municipalities to set their own standards for voter eligibility.

At present our Charter provides that all Greenbelt voters must register with the County Board of Elections. The County then provides the Clerk with the voter registration list for each City election. Charter will have to be amended to say that a “qualified voter” includes any resident registered with either the County or the City Clerk. There should also be a minimal residency period, perhaps six months or one year.

The Board recommends that these amendments, if approved by Council, should be submitted to the voters for approval at referendum. Also, if Council finds it appropriate, the Board would suggest a binding referendum, to have the voters directly change the law on this subject.

May 6, 2021
Page Two

The City Code will also have to be modified, to set procedures for non-citizen registration and voting. To avoid the potential problem of residents registering with the City and then continuing to vote after they move away, the Code should also have a re-registration requirement, perhaps every three or four years.

These Code amendments will follow the Charter amendment, if Council and voters approve it.

Again, if the City Council and the Community Relations Advisory Board believe that it would be good policy for Greenbelt to allow resident non-citizens to vote in our elections, then the Board of Elections would not disagree, and will work to implement the policies the Council and voters adopt.

Please thank the Council for allowing us to comment.

BOE1111NoncitizenMemo

SURVEY, APRIL 2021:
LOCAL VOTING IN CITIES NEAR GREENBELT
(By telephone and website review)

BOWIE

City Clerk Awilda Hernandez

Mayor and 6-member council; 4-yr concurrent terms; next election 2023

Non-citizens don't vote; 16-yr-olds don't vote; no city voter registry

Vacancies: If 15 or more months to next election, filled by special election;
if fewer than 15 months, by council vote

COLLEGE PARK

City Clerk Janeen Miller

Mayor and 8-member council; 2-yr concurrent terms; next elect 2021

Non-citizens don't vote; 16-yr-olds don't vote; no voter registry

Vacancies: Tiered; if 180 or more days to next election, filled by special
election; if 90-180 days, by council vote; if under 90, seat left vacant

HYATTSVILLE

City Clerk Laura Reams

Mayor and 10-member council; 4-yr staggered terms; next elect 2021

Non-citizens vote; 16-yr-olds vote; city has own voter registry

Vacancies: Must be filled within 75 days by special election, unless next election is 150
or fewer days away, in which case (for council seats) the seat is left vacant

LAUREL

City Clerk Kimberley Rau

Mayor (4-yr term) and 5-member (2-yr terms) council; next elect 2021

Non-citizens don't vote; 16-yr-olds don't vote; no voter registry

Vacancies: If one, filled by council vote; if two or more, by special election

NEW CARROLLTON

City Clerk Douglass Barber

Mayor and 5-member council; 2-yr concurrent terms in and after 2023; next 2021

Non-citizens don't vote; 16-yr-olds don't vote; no voter registry

Vacancies: Tiered; if more than 180 days to next election, filled by special election; if
90-180 days, by mayor and council vote; within 90, left vacant

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

- SUBJECT:** Council Referral – Possible allowance of non-citizen resident voting in municipal elections
- REFERRAL:** At the Regular Meeting on March 8, 2021, Council accepted the petition from (Mayor) Colin Byrd regarding inclusion of non-citizens in municipal elections. City Council referred this petition to CRAB.
- BACKGROUND:** CRAB initially reviewed the petition at its meeting on February 10, 2022, then consulted subject matter experts, considered, and discussed this referral at multiple meetings throughout 2022.
- In addition to CRAB discussing the matter, CRAB also heard from invited guest Judy Navarro Kirlin from Homeland Security. Mr. Ransom also spoke with Mr. Steve Gilbert, Chair of the Greenbelt Board of Elections (BOE).
- DISCUSSION:** In February, Judy Navarro Kirlin participated in CRAB’s meeting to share her perspective on the topic. In addition, she recommended that we consult with other cities who allow non-citizen voting,
- CRAB conducted its research and learned that a number of Maryland’s municipalities allow certain non-citizens to vote, including Barnesville, Cheverly, Chevy Chase Section 3, Garrett Park., Glen Echo, Hyattsville, Martin’s Additions, Mount Rainier, Riverdale Park, Somerset, and Takoma Park.
- CRAB’s research also notes that the following question was included as part of the City’s 2021 election survey: Should Greenbelt residents who are not US citizens be allowed to vote in City elections? Of the respondents, 51% responded yes; 41% responded no; and 8% did not respond.
- In addition, as part of the follow-up discussions with the BOE, Mr. Gilbert noted that the BOE receives their voter registration lists from the County. He said that if the City were to allow non-citizen voting, they would have to collect registration information for non-citizens separately. He was not opposed to doing so, stating that “We serve the Council and respond to requests as best we can.”

During CRAB's discussion over the course of multiple meetings, there was agreement non-citizen residents should be allowed to vote if they could otherwise meet any existing residency and documentation requirements. Their enfranchisement could be accomplished in a similar manner used for young adults who are 16 or 17 years old and allowed to vote in municipal elections.

CRAB also spent time discussing whether undocumented or unregistered non-citizens should be allowed to vote in municipal elections. Without documentation of their legal status in the country, it is more difficult to establish eligibility and residency. It is unlikely most unregistered non-citizens would go through the formal process of registering to vote for fear of revealing their unregistered status.

RECOMMENDATIONS:

CRAB recommends that the City allow non-citizen residents the right to vote.

Overall, it was the sense of CRAB that if non-citizen residents are in the country legally, and otherwise meet the same conditions we require of Greenbelt citizen residents, they should be allowed to vote in municipal elections.

CRAB suggests that the professional City staff are well-positioned to implement this program if agreeable, including requiring similar types of documentation required by neighboring municipalities, and following a similar process with the County and City as followed for the 16-year-olds to access voter registration lists.

If resultant legislation is developed, CRAB suggests that it reference "all resident voting".

CITY OF GREENBELT
City Clerk's Office
25 Crescent Road
Greenbelt, Maryland 20770

Memorandum

Date: March 9, 2021
To: David Moran, CRAB Staff Liaison
Fr: Bonita Anderson, City Clerk *BAB*
RE: Council Referral – Term Limits

At its meeting on Monday, March 8, 2020, Council made the following referral to the Community Relations Advisory Board to provide their feedback on City Council term limits. Afterward, Council would like to hold work session to discuss this further.

Enclosed is the agenda item presented at the Council meeting.

City Council Agenda Item Report

Meeting Date: March 8, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Term Limits

Suggested Action:

Mayor Byrd requested that this item be added to the agenda. The motion is to have the City Solicitor draft legislation that would limit City Council Members to no more than five consecutive two year terms in office. This would not apply to sitting Council Members elected prior to 2017.

Attachments:

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

- SUBJECT:** Council Referral – Whether to consider term limits for elected City Council Members
- REFERRAL:** At the Regular Meeting on March 8, 2021, Council accepted the petition from Colin Byrd regarding whether City Council members should have term limits, specifically no more than five consecutive terms. City Council referred this petition to CRAB.
- BACKGROUND:** CRAB initially reviewed the matter at its meeting on February 10, 2022.
- DISCUSSION:** During the consideration of this matter, CRAB’s discussion focused primarily on the relatively limited number of City residents who run for City Council. Several members highlighted a number of potentially negative effects of term limits, including a further dissuasion from running for City Office.
- Across the membership of CRAB, there was not a strong push to suggest the enactment of specific term limits at this time, particularly since the residents have the opportunity to elect a new Council every two years. CRAB members stated that they wish to honor the willingness of those who serve and wish to honor the judgement of the residents who cast their vote.
- CRAB recommends that term limits not be pursued at this time.

CITY OF GREENBELT
City Clerk's Office
25 Crescent Road
Greenbelt, Maryland 20770

Memorandum

Date: March 9, 2021
To: Board of Elections
Todd Pounds, City Solicitor
Fr: Bonita Anderson, City Clerk and Staff Liaison 
RE: Council Referrals to the Board of Elections

At its meeting on Monday, March 8, 2020, Council made the following referral to the Board of Elections to review the City's Charter Section 32 Vacancies on Council and provide them with a method to handle Council vacancies. Below is the current language in the City Charter:

- If a seat in the council becomes vacant, the remaining members of council by a majority vote shall, as soon as possible, elect a person to fill the unexpired term. If three (3) or more council seats are vacant at the same time, the board of elections shall call at the earliest date a special election to fill said vacancies for the unexpired terms. (Char. Am. Res. No. 1975-3, § 1, 4-7-75)

Below highlighted/underline is the Special Elections proposed language on Council Vacancies that was included in the agenda packet:

- If a seat on the council becomes vacant, and there is 9 months prior to the next election, a special election shall be held for that vacant seat as soon as it can be reasonably set by the City Board of Elections. If the council seat becomes vacant less than 9 months prior to the next election, the remaining members of the council by majority vote shall, as soon as possible, elect a person to fill the unexpired term. For the purposes of this section, the term "months" shall be defined as the full month prior to when a seat became vacant, or, the full month prior to the scheduled election.

Enclosed is the agenda item presented at the Council meeting.

City Council Agenda Item Report

Meeting Date: March 8, 2021

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: LEGISLATION

Agenda Section: LEGISLATION

Subject:

A Resolution of the City of Greenbelt Adopted Pursuant to the Authority of Article XI-E of the Constitution of Maryland and Section 13 of Article 23A of the Annotated Code of Maryland (1957 Edition as Amended), Title, "Corporation-Municipal," Subtitle "Home Rule" to Amend the Charter of the City of Greenbelt Found, in Whole or in Part, in the Compilation of Municipal Charters of Maryland (1983 Edition as Amended), as Prepared by the Department of Legislative Services Pursuant to Chapter 77 of the Acts of the General Assembly of Maryland of 1983, by Amending Section 32, titled "Vacancies on Council" to Require a Special Election if a Council Seat Becomes Vacant Nine (9) Months Prior to the Next Election (Charter Amendment Resolution No. 2021-1)

- 1st Reading

Suggested Action:

Reference:

Draft Resolution

SB 89 - Municipalities - Vacancies in Elected Offices

Mayor Byrd requested that this be added to the agenda for first reading. Below is the current language in the City Charter.

Sec. 32. Vacancies on council.

If a seat in the council becomes vacant, the remaining members of council by a majority vote shall, as soon as possible, elect a person to fill the unexpired term. If three (3) or more council seats are vacant at the same time, the board of elections shall call at the earliest date a special election to fill said vacancies for the unexpired terms. (Char. Am. Res. No. 1975-3, § 1, 4-7-75)

***NOTE: This agenda item background material was not reviewed by legal counsel and

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

CHARTER AMENDMENT RESOLUTION NUMBER 2021-1
RESOLUTION NUMBER XXXX

A Resolution of the City of Greenbelt Adopted Pursuant to the Authority of Article XI-E of the Constitution of Maryland and Section 13 of Article 23A of the Annotated Code of Maryland (1957 Edition as Amended), Title, "Corporation-Municipal," Subtitle "Home Rule" to Amend the Charter of the City of Greenbelt Found, in Whole or in Part, in the Compilation of Municipal Charters of Maryland (1983 Edition as Amended), as Prepared by the Department of Legislative Services Pursuant to Chapter 77 of the Acts of the General Assembly of Maryland of 1983, by Amending Section 32, titled "Vacancies on Council" to Require a Special Election if a Council Seat Becomes Vacant Nine (9) Months Prior to the Next Election (Charter Amendment Resolution No. 2021-1)

SECTION I WHEREAS, if a Council seat becomes vacant before the end of the term the remaining members of Council by a majority vote shall, as soon as possible, elect a person to fill the unexpired term, THEREFORE,

SECTION II BE IT RESOLVED AND ORDAINED by the Council of the City of Greenbelt that the Charter of the City, found, in whole or in part, in the compilation of Municipal Charters of Maryland (1983 edition as amended), as prepared by the Department of Legislative Reference pursuant to Chapter 77 of the Acts of the General Assembly of Maryland of 1983, shall be amended by repealing and reenacting with amendment Section 32, titled "Vacancies on Council" as follows:

* * * * *

Section 32. Vacancies on Council.

If a seat in the Council becomes vacant, and there is nine (9) months prior to the next election, a special election shall be held for that vacant seat as soon as it can be reasonably set by the City Board of Elections. If the council seat becomes vacant less than nine (9) months prior to the next election, the remaining members of Council by a majority vote shall, as soon as possible, elect a person to fill the unexpired term. [If three (3) or more council seats are vacant at the same time, the board of elections shall call at the earliest date a special election to fill said vacancies for the unexpired terms.] For the purposes of this section, the term "months" shall be defined as the full month prior to when a seat became vacant, or, the full month prior to the scheduled election.

* * * * *

SECTION III BE IT FURTHER RESOLVED that the date of the adoption of this resolution is _____, 2021, and that the amendment to the Charter of the City, as herein adopted, shall be and become effective on _____, 2021, unless on or before _____, 2021, a proper petition for referendum on this resolution shall be filed as permitted by law.

SECTION IV BE IT FURTHER RESOLVED that a complete and exact copy of this resolution shall be posted at the Greenbelt City Office, 25 Crescent Road, Greenbelt, Maryland, until _____, 2021, and a fair summary of the proposed Charter amendment contained in this resolution shall be published in a newspaper of general circulation in the City of Greenbelt not fewer than four (4) times at weekly intervals before _____, 2021.

SECTION V BE IT FURTHER RESOLVED that as soon as the Charter amendment hereby enacted shall become effective, either as herein provided or following a referendum, the City Manager shall send to the Department of Legislative Reference the following information concerning this Charter resolution: (1) the complete text of this resolution; (2) the date of enactment of the Charter amendment; (3) the date of the referendum election, if any; (4) the number of votes cast for or against this resolution whether by the City Council or in a referendum; and (5) the effective date of the Charter amendment contained herein.

SECTION VI AND BE IT FURTHER RESOLVED that the City Manager of the City of Greenbelt be and hereby is specifically enjoined and instructed to carry out or cause to be carried out the provisions of Sections IV and V.

Colin A. Byrd, Mayor

ATTEST:

Bonita Anderson, City Clerk

Key:

Underscoring indicates language added to existing law.

[Brackets] indicate language deleted from existing law.

Asterisks *** indicate intervening existing Code provisions that remain unchanged.

Special elections legislation

Section 32. Vacancies on Council

If a seat on the council becomes vacant, and there is 9 months prior to the next election, a special election shall be held for that vacant seat as soon as it can be reasonably set by the City Board of Elections. If the council seat becomes vacant less than 9 months prior to the next election, the remaining members of the council by majority vote shall, as soon as possible, elect a person to fill the unexpired term. For the purposes of this section, the term "months" shall be defined as the full month prior to when a seat became vacant, or, the full month prior to the scheduled election.

SENATE BILL 89

L3, G1

1lr1327

(PRE-FILED)

By: **Senator Peters**

Requested: October 30, 2020

Introduced and read first time: January 13, 2021

Assigned to: Education, Health, and Environmental Affairs

A BILL ENTITLED

1 AN ACT concerning

2 **Municipalities – Vacancies in Elected Offices**

3 FOR the purpose of requiring each municipality to establish procedures requiring a vacancy
4 in an elected municipal office to be filled through a regular or special election held
5 within a certain time; and generally relating to municipalities and vacancies in
6 elected municipal offices.

7 BY adding to
8 Article – Local Government
9 Section 4–108.5
10 Annotated Code of Maryland
11 (2013 Volume and 2020 Supplement)

12 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,
13 That the Laws of Maryland read as follows:

14 **Article – Local Government**

15 **4–108.5.**

16 **EACH MUNICIPALITY SHALL ESTABLISH PROCEDURES THAT REQUIRE A**
17 **VACANCY IN AN ELECTED MUNICIPAL OFFICE TO BE FILLED BY HOLDING A REGULAR**
18 **OR SPECIAL ELECTION WITHIN 90 DAYS AFTER THE DATE THE VACANCY OCCURS.**

19 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect
20 October 1, 2021.

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



MEMEORANDUM

DATE: April 22, 2021

TO: Bonita Anderson, City Clerk

FR: Patricia Evans, Steven Gilbert, Co-Chairs, Board of Elections

RE: Procedures to Fill Council Vacancies

Ms. Anderson, please transmit this memorandum to the Council, as initial comments on this subject by the Board of Elections.

The Board would offer here what we find are the major issues for Council consideration, in reviewing the law regarding member vacancies. We believe that our Charter and Code should be amended to set out a process, one favoring special elections, for filling vacancies that occur between regular elections.

PRESENT LAW

Section 32 of the Charter, titled “Vacancies on council,” now states:

If a seat in the council becomes vacant, the remaining members of council by a majority vote shall, as soon as possible, elect a person to fill the unexpired term. If three (3) or more council seats are vacant at the same time, the board of elections shall call at the earliest date a special election to fill said vacancies for the unexpired terms.

Charter has not been amended in over forty years, since April 1975, and a Council vacancy has not been filled in this century. The Code has no set procedures for filling an “unexpired term” or holding a “special election.”

ISSUES PRESENTED

We may first ask whether Council believes anything at all should be done, as to filling vacancies. Charter and Code on the subject have not been amended in decades, and Greenbelt has managed affairs reasonably well during that time.

April 22, 2021
Page Two

We agree that vacancies may arise in coming years, and the City should have in place the best, most reasonable process we can muster, to fill them. Costs should also be kept down, if reasonably possible. The obvious choice – a special election between regular ones – will have substantial impacts on budget and staff. The council-choice process does have the advantages of low costs and efficiency.

Regarding procedural fairness, the Board has found that having remaining Council members fill a vacancy is objectionable to some (and perhaps many) voters. We have not asked large numbers about this, but we know that several citizens strongly favor special elections over Council action.

Neighboring jurisdictions, *see* attached Cities Survey, from April 2021, do fill vacancies by special election, depending on the timing and number of vacancies. Special elections will tend to present a better appearance to Greenbelt residents and the public at large: Elections also get us away from charges of favoritism and having Council membership subject to choices disfavoring City voters.

Timing is an important consideration. If Council believes vacancies should always be filled when many months remain before the next regular election, then a sound process must be set in place. The question of how many months to specify is debatable: If a vacancy occurs in, for example, June or later in an election year, we believe it would be better not to fill it, and simply wait until the regular election, but if the vacancy happens in a non-election year, we agree that it should be filled by an established special-election process.

We would raise one final question: Is it necessary – or prudent – to fill vacancies at all, if fewer than two occur between regular elections? Charter Section 32, quoted in full above, clearly favors filling every vacancy right away, saying that remaining Council members “shall, as soon as possible, elect a person to fill the unexpired term,” for any vacancy. Where three or more vacancies occur at the same time, Charter requires the Board of Elections to call a special election to fill the vacancies “at the earliest date,” presumably meaning as early as reasonably possible.

April 22, 2021
Page Three

COUNCIL ALTERNATIVES

The issues raised are for Council's decision, not the Board's. We would respectfully make just a few suggestions.

First, Board members agree that present law is not adequate. We would submit that Council should make changes unless members are certain – as seems unlikely, to us – that there will be no vacancies in the next several years. The likelihood of one or more vacancies between elections seems high enough that a sound procedure should be established.

The Board also believes that vacancies, if fewer than three, should not be filled if they occur less than six months (or 180 days) before a regular election. We think it would be better in such cases to leave the seat or seats vacant until the next election. After April, special elections – especially if mail-in voting becomes common in Greenbelt – will be cumbersome and expensive, to fill one or two vacancies. If three vacancies occur at any time simultaneously, then the Board will have to hold a special election expeditiously.

For the period from a regular election (and Council swearing-in) until for example April or May of the next election year, it will be up to Council – and perhaps voters also, in referendum – to determine whether and how to fill vacancies.

Board members agree that a vacancy in a non-election (even-numbered) year should always be filled, preferably by special election. The Board recommends amending Charter and Code to provide for special elections to fill vacancies after Council members take office and until early in the next election year. The Code should make special elections efficient and cost-effective, by shortening the times for filing nomination and campaign financial report papers and for mail-in voting, and by limiting the number of polling places and weeks for early voting.

If Council decides that, during a stated period between elections, the members should retain the role of filling vacancies, then the Code should be amended to set out a procedure. It might be provided, for example, that each vacancy requires no fewer than three nominees and that vacancies be filled only after public hearing, with or without nominee interviews and a period for public comment.

April 22, 2021
Page Four

Please thank Council members for allowing the Board to comment on this important subject.

Attachment: April 2021 Cities Survey

BOE1088CouncilVacanciesMemo1

MEMORANDUM

DATE: January 12, 2023

TO: City Council, City of Greenbelt

FR: Board of Elections

RE: Proposed Election Code and Charter Amendments:
Early Voting and Date of Election Day

The Board of Elections, in meetings in October, November, and December, has reviewed several issues raised this year by citizens and Council members. This memorandum addresses Early Voting and possible changes to the date of Election Day.

EARLY VOTING

As the Board has advised, and as Council members have noted, Greenbelt is open for early voting for essentially the entire month of October, but city voters use the early voting procedure far less often than other methods. The majority of voters in 2021 voted on Election Day, but almost as many used the mail-in procedure. Early voting came in a distant third. For many days in October 2021, only a handful of voters used the early voting procedure.

It was suggested by several Council members that we consider compressing the early voting days, from four weeks to one, and opening more polling places during the early voting period.

To begin that discussion, the Board of Elections offers Attachment A, which amends Section 8-13 of the Code to provide for one weekend and the following five weekdays for Early Voting, at all (with one exception, in Center City) polling places. It is hoped that this suggested amendment may allow more Early Voting, for more citizens, at more convenient times and places. One issue to address is staffing during the seven days of Early Voting.

ELECTION DAY DATE AND TIME

Citizens and Board members discussed the possibility of changing the voting date from Tuesday to Sunday. If Election Day is on a Sunday and the polls are open from mid-morning until mid-evening, fewer citizens will have to take time off from their employment, and traffic congestion at and around polling places should be eased. Also, the five polling places – for precincts 3, 6, 8, 13, and 18 – should be more readily available, and it will perhaps be easier to recruit elections clerks and judges to serve at the polling places.

However, many voters are accustomed to voting on Tuesday. Also, we have received feedback that some residents would not want to devote a weekend day to an official activity like voting. Sunday, of course, is a religious day for many residents.

Attachment A: Amendment to Section 8-13, Early Voting

ATTACHMENT A:

GREENBELT ELECTION CODE AMENDMENT:
EARLY VOTING PROCEDURES

Sec. 8-13. Early voting.

(a) Residents of the city who are qualified voters registered with the Prince George's County Board of Elections have the right to vote by early voting in municipal elections, as provided in this section.

(b) For purposes of this Code, an "early voting ballot" is a ballot not used in a polling place on election day nor for "[absentee] *mail-in* voting," and "election day" means the day of a municipal election.

(c) Voting by early voting in municipal elections shall be as follows:

(1) Early voting will begin on the [third] *second* Saturday prior to the election and end on the [first] Friday prior to the election[on the following schedule: Third Saturday (9:00 a.m. to 1:00 p.m.) and third Sunday (11 a.m. to 2:00 p.m.) prior to the election in Greenbelt East; second Saturday (9:00 a.m. to 1:00 p.m.) and second Sunday (11 a.m. to 2:00 p.m.) prior to the election in Greenbelt West; and Mondays, Wednesdays, Thursdays and Fridays (9:00 a.m. to 5:00 p.m.) and Tuesdays (9:00 a.m. to 8:00 p.m.) in the municipal building throughout this period]. *On the Saturday and Sunday that begin the early voting period, all polling places that are open on election day shall be open for early voting, from 10:00 a.m. to 4:00 p.m. On the Monday through Friday during the early voting period, all polling places open on election day shall be open for early voting, from 8:00 a.m. to 7:00 p.m., except that the office of the clerk of the council shall be open in place of the community center polling place.*

(2) To cast an early voting ballot, the voter must complete the ballot on the premises, place it in a blank, sealed envelope, and then place the sealed envelope in the early voting envelope on which are written the voter's name as registered and signature. The voter shall place the early voting envelope in the designated early voting ballot box. Early voting envelopes that contain more than one blank, sealed envelope shall be kept by the city clerk, [and] *but* those early voting ballots shall not be counted. If a ballot is submitted in a properly signed and sealed early voting envelope without being contained in a blank, sealed envelope, then the board shall determine by majority vote whether a violation of the voter's privacy has occurred [or] *and* whether the ballot may be counted. If a determination is made to count the ballot, then a member of the board shall place the ballot in a blank, sealed envelope.

(3) The city clerk shall deliver the ballot box containing the early voting sealed, blank envelopes to the early voting clerks appointed by the board of elections for the counting of early voting ballots. The city clerk shall advise the early voting clerks of the numbers of early voting ballots cast, and shall keep the same record of the early voting ballots as is kept by the clerks of election at their polling places.

(4) Upon receipt of the ballot box containing the early voting sealed, blank envelopes, the early voting clerks shall open the sealed envelopes and determine that no envelope contains more than one (1) ballot. Ballots in sealed envelopes that contain more than one (1) ballot shall not be counted.

(5) If an early voting ballot is challenged by the city clerk or an early voting ballot clerk for noncompliance with this section, it may not be counted until the board of elections determines that it is valid. [Early voting ballot validity shall be determined by rules adopted by the board.] (Ord. No. 1302, 8-10-09) Secs. 8-14--8-20. Reserved.

KEY:

[Brackets] indicate deletions from existing law.

Italics indicate additions to existing law.

City Council Work Session Agenda Item Report

Meeting Date: February 8, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: Work Session Packet

Subject:

Meetings and Stakeholders

Suggested Action:

2023 Meeting Schedule

The following suggested changes to Council's 2023 meeting scheduled are:

- No Work Session on Monday, March 16 (Purim)
- Reschedule Monday, April 10 Regular Meeting to Tuesday, April 11 (Easter Monday)
- No Work Session on Monday, May 29 (Memorial Day)
- Reschedule Monday, June 12 Regular Meeting and Monday, June 26 Regular Meeting to Monday, June 5th and Monday, June 19th (To adopt budget before June 10 and MML Annual Conference in Ocean City - June 25-28)
- No Work Session on Monday and Wednesday, June 26 and 28 (MML Annual Conference in Ocean City - June 25-28)
- No Work Session on Wednesday, November 15 (NLC City Summit in Atlanta, GA - November 15-18)

Attachments:

[2023 Calendar memo.pdf](#)

[meetings.pdf](#)

[Stakeholder Schedule.pdf](#)

**CITY OF GREENBELT
City Clerk's Office
25 Crescent Road
Greenbelt, Maryland 20770**

Memorandum

Date: January 23, 2023
To: Tim George, Acting City Manager
Fr: Bonita Anderson, City Clerk
RE: Council Meeting Schedule for 2023

Attached is a proposed Council Meeting Schedule for 2023. It is suggested that the schedule be included on the next agenda of the Regular Council Meeting for action.

Budget Approval: Prior to June 10

Conferences

NLC Congressional Cities Conference in DC – March 26-28, 2023
MML Annual Conference in Ocean City – June 25-28, 2023
MML Fall Conference in College Park, MD – October 15-17, 2023
NLC City Summit in Atlanta, GA – November 15-18, 2023

Jewish Holidays – When work is not permitted (should be avoided)

1. Purim - Sunset Monday, March 6 (6:05 pm) to Sunset Tuesday, March 7 (6:06 pm) **School is closed for students (Professional Development Day)**
2. Passover – Sunset Wednesday, April 5 (7:34 pm) to Sunset Thursday, April 13 (7:42 pm) **School is closed Monday, April 3 – April 10, 2023.**
3. Shavuot – Sunset Thursday, May 25 (8:21 pm) to Sunset Saturday, May 27 (8:23 pm) **School is open**
4. Rosh Hashanah - Sunset Friday, September 15 (7:16 pm) to Sunset Sunday, September 17 (7:12 pm) **As of 1/23/23, PGCPs has not decided on their 2023-2024 school calendar.**
5. Yom Kippur – Sunset Sunday, September 24 (7:01 pm) to Sunset Monday, September 25 (6:59 pm) **As of 1/23/23, PGCPs has not decided on their 2023-2024 school calendar.**
6. Sukkot - Sunset Friday, September 29 (6:53 pm) to Sunset Friday, October 6 (6:42 pm) **As of 1/23/23, PGCPs has not decided on their 2023-2024 school calendar.**
7. Shemini Atzeret & Simchat Torah - Sunset Friday, October 6 (6:42 pm) to Sunset Sunday, October 8 (6:39 pm) **As of 1/23/23, PGCPs has not decided on their 2023-2024 school calendar.**

School Board Holidays – Not covered by City Holidays or Jewish Holidays:

1. Good Friday – April 7
2. Easter Monday – April 10

Based on the above information, suggested changes to Council's 2023 meeting scheduled are:

- 1) No Work Session on Monday, March 6 (Purim)
- 2) Reschedule Monday, April 10 Regular Meeting to Tuesday, April 11 (Easter Monday);
- 3) No Work Session on Monday, May 29 (Memorial Day);
- 4) Reschedule Monday, June 12 Regular Meeting and Monday, June 26 Regular Meeting to Monday, June 5 and Monday, June 19 (To adopt budget before June 10 and MML Annual Conference in Ocean City – June 25-28);
- 5) No Work Session on Monday and Wednesday, June 26 and 28 (MML Annual Conference in Ocean City – June 25-28); and
- 6) No Work Session on Wednesday, November 15 (NLC City Summit in Atlanta, GA – November 15-18).

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

2/3/2023 1:05 PM



City Council Meetings & Work Sessions
February – March

Regular Meeting	Mon.	02/13	7:30 pm
Work Session – City Manager’s Update	Wed.	02/15	7:30 pm
Closed Session – Personnel and Pending Legal Matters	Wed.	02/15	Following WS
No Meeting	Mon.	02/20	
Advisory Board Interview	Wed.	02/22	7:10 pm
Work Session – Neighborhood Design Center on Greenbelt Station Greenspace Vision	Wed.	02/22	7:30 pm
Regular Meeting	Mon.	02/27	7:30 pm
Work Session – Greenbelt Center HOAs/COAs	Wed.	03/01	7:30 pm
No Meeting – Purim	Mon.	03/06	
Work Session – Plastic Bag Ban	Wed.	03/08	7:30 pm
Regular Meeting	Mon.	03/13	7:30 pm
Work Session – Greenbelt National Park Service	Wed.	03/15	7:30 pm
Work Session – Economic Development	Mon.	03/20	7:30 pm
Work Session – Council Referral – Board Reports (CRAB/ERB)	Wed.	03/22	7:30 pm
Regular Meeting	Mon.	03/27	7:30 pm
Budget Work Session – Overview, Revenues & General Government/Other Funds/ Non-Departmental & Fund Transfers/ Economic Development	Wed.	03/29	7:30 pm

This schedule is subject to change. For confirmation, call 301-474-8000. Regular and Special meetings and Work Sessions are open to the public. If special accommodations are required for any disabled person, please call 301-474-8000 or 301-474-3870 no later than 10 a.m. on the meeting day. Deaf individuals are advised to use Video Relay Services (VRS) at 711 or e-mail banderson@greenbeltmd.gov to reach the City Clerk. Unless otherwise noted, meetings will be held in the Council Chambers in the Municipal Building (MB) at 25 Crescent Road and virtually by Zoom. Zoom meeting information for public participation is posted on the City’s website at www.greenbeltmd.gov on the meeting calendar.

Bonita Anderson, City Clerk

(301) 474-8000

A NATIONAL HISTORIC LANDMARK
 fax (301) 441-8248
www.greenbeltmd.gov

MD RELAY 711

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891



2/3/2023 1:05 PM

Ready to be scheduled:

Closed Session (*Cable Ordinance*)
Parke Crescent Apartment Complex
Virtual Meetings Accessibility for Blind and
Visually Impaired
Walk-way Light Fixture
Prince George's County Council
Space Study
Greenbelt Center HOAs (*March 1st*)
Greenbelt Fire Department/Prince George's
County Fire Department

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*) (*March 22nd*)
ERB Reports: (#2020-01 Procedures for
Employee Appeals & Grievances (#2021-02
Collective Bargaining) (~~*waiting for CRAB
Report*~~) (*March 22nd*)
Bernard Penney (*Memorial Donation in honor of
Leonie Penney*)
Potential Bond Referendum/Capital Financing
Cemetery Plans
City Contracting Policy
MARC Train Service/ MDOT
Arts & Entertainment District

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