



**CITY COUNCIL AGENDA
COUNCIL MEETING WILL BE ONLINE ONLY**

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

Resident participation:

Join Zoom Webinar

[https://us02web.zoom.us/j/82230287403?](https://us02web.zoom.us/j/82230287403?pwd=Wmd5SFFCbFZWdTBMLOJwdjA2Wksrdz09)

[pwd=Wmd5SFFCbFZWdTBMLOJwdjA2Wksrdz09](https://us02web.zoom.us/j/82230287403?pwd=Wmd5SFFCbFZWdTBMLOJwdjA2Wksrdz09)

Join By Phone: (301) 715-8592

Password (if needed): 075595

Webinar ID: 822 3028 7403

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

**Monday, January 24, 2022
8:00 PM**

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

- 6a. Government Alliance on Race and Equity Update

Suggested Action:

Reference: GARE Presentation

Dawane Martinez, Director of Human Resources, would provide a presentation.

[GARE Presentation- Council Meeting 1.24.2022.pdf](#)

7. Petitions and Requests

- *8. * Minutes of Council Meetings

Suggested Action:

* Interview, July 13, 2020

* Interview, September 02, 2020

* Interview, September 09, 2020

* Interview, September 16, 2020

* Interview, October 21, 2020

* Interview, October 28, 2020

* Interview, November 04, 2020

* Interview, February 24, 2021

* Work Session, March 03, 2021

* Interview, March 17, 2021

* Work Session, March 17, 2021

* Interview, March 24, 2021

* Work Session, March 31, 2021

* Work Session, April 21, 2021

* Interview, August 11, 2021

* Interview, August 18, 2021

* Interview, August 25, 2021

* Interview, September 22, 2021

* Interview, October 06, 2021

* Interview, December 15, 2021

* Interview, January 19, 2022

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[INT210811.pdf](#)
[INT210818.pdf](#)
[INT210825.pdf](#)
[INT210922.pdf](#)
[INT211006.pdf](#)
[INT211215.pdf](#)
[INT220119.pdf](#)

9. Administrative Reports

*10. * Committee Reports

III. LEGISLATION

11. A Resolution to Repeal and Reenact with Amendment Resolution Number 2081 to Adopt Standing Rules for the Council of the City of Greenbelt, Maryland
- 2nd Reading, Adoption

Suggested Action:

Council reviewed the Standing Rules document at its work sessions on November 17th and 29th, 2021. The resolution included in Council's packet reflects the results of that discussion.

Mayor Pro Tem Weaver 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 - StandingRules2022.pdf](#)

12. An Ordinance To Amend Chapter 12, "Parks And Recreation," Article Ix, "Forest Preserve," Of The Greenbelt City Code For The Purpose Of Designating A City-Owned Parcel As Forest Preserve Area (Greenbriar Preserve)
- 2nd Reading, Adoption

Suggested Action:

On September 13, 2021, City Council approved the designation of Greenbriar Park as a Forest Preserve Area. Staff has prepared a ordinance amending Chapter 12, "Parks and Recreation," Article IX, "Forest Preserve," of the Greenbelt City Code for the purpose of designating Greenbelt Park a Forest Preserve Area (Greenbriar Preserve).

Ms. Davis introduced this ordinance for first reading at the last meeting. It is recommended the ordinance be introduced for second reading and moved for adoption tonight.

[Ordinance.pdf](#)

IV. OTHER BUSINESS

13. Greenbelt Road Corridor Plan TLC Project staff briefing

Suggested Action:

The City is working with the consulting firm Kittelson & Associates to produce the Greenbelt Road (MD 193) Corridor Plan, which focuses on a nearly two-mile segment of Greenbelt Road between Baltimore and Kenilworth Avenues. The plan is intended to create a cohesive vision for the future of the corridor and is seen as a next step in building on the recommendations of the 2018 Urban Land Institute (ULI) report Creating a Future for Greenbelt Road/MD-193, which was prepared for the same portion of Greenbelt Road. A public visioning meeting is planned for February 10, 2022. The final report, anticipated in Summer 2022, will identify short- and long-term recommendations for the corridor, proposed next steps, and potential funding sources. This project is made possible by a grant from the Metropolitan Washington Council of Governments Transportation Land-Use Connections (TLC) program.

14. American Rescue Plan Act (ARPA) Engagement Plan

Suggested Action:

Reference: Proposal - Greenbelt ARPA Engagement Plan Implementation

[Proposal - Greenbelt ARPA Engagement Plan Implementation.pdf](#)

15. Recreation Department Proposed Merger with the Greenbelt Museum

Suggested Action:

Reference: Memorandum - G. Varda and M. Searing Young - Dec. 29, 2021

Recreation Department Proposed Merger with the Greenbelt Museum

Over the past two decades, arts and cultural programming has greatly expanded under the auspices of Greenbelt Recreation. Further, The Recreation Department has enjoyed many opportunities for both administrative and programmatic collaboration with the Greenbelt Museum. The Recreation Director and the Museum Director agreed to explore the possibility

of merging the Greenbelt Museum with the Recreation Department, following several conversations in late 2021. The proposed merger will make our collaborations easier and more seamless as well as making additional new collaborations easier in the future. Attached is a memo explaining the benefits of the merger.

The Acting City Manager met with Mr. Varda and Ms. Searing Young and supports the recommendation and advises City Council refer this recommendation to Advisory Boards and Committees as appropriate.

Greg Varda, Recreation Director and Megan Searing-Young, Museum Director, will be present to answer questions.

[Memorandum - G. Varda and M. Searing Young - Dec. 29, 2021](#)

16. Support of Proposed Legislation

Suggested Action:

Councilmember Davis requested this item be added to the agenda.

SB14/HB100

Senate Bill 14/House Bill 100 – This legislation would establish the Sustainable Maryland Program Fund as a special non-lapsing fund to expand and enhance Sustainable Maryland’s promotion and support of Maryland communities in the effort to realize environmental, economic and social sustainability; authorizing the Fund to be used for training and education, outreach and engagement, and developing and expanding the Sustainable Maryland Program; requiring the Governor, in Fiscal Year 2024 and each fiscal year thereafter, to provide an appropriation of \$750,000 to the Fund. The City has been recognized as Sustainable Maryland Certified since 2014.

Council direction is sought.

<https://mgaleg.maryland.gov/2022RS/bills/sb/sb0014f.pdf>

HB151

House Bill 151 – This legislation would authorize municipalities to use traffic control device monitoring systems on roads under their jurisdiction. These systems capture images of traffic control device violations, which include signs/signals. Failing to

obey a traffic control device is subject under certain circumstances to a citation and civil penalty not exceeding \$40. Delegate Healey is the primary sponsor of this bill.

Council direction is sought.

<https://mgaleg.maryland.gov/2022RS/bills/hb/hb0151f.pdf>

[Senate Bill 14.pdf](#)

[House Bill 151.pdf](#)

17. Council Activities

18. Council Reports

*19. * Letter - Public Buildings Reform Board's recommendation for NASA Goddard Space Flight Center Area 400

Suggested Action:

On December 27, 2021, the Public Buildings Reform Board (PBRB) released its recommendations regarding fifteen (15) federal properties.

NASA Goddard Space Flight Center Area 400 is included on this list. The Board's first recommendation for this 100-acre property is for all or a portion of the land to be transferred at fair market value to the Department of the Interior ("DOI"), U.S. Fish and Wildlife Service ("FWS"). The City, through the NASA Goddard Space Flight Center campus master planning process, has advocated for this land to be added to the Patuxent Research Refuge South Tract.

The letter included in Council's packet states support of the Board's recommendation for this land to be transferred to DOI-FWS and reiterates strong opposition to the public sale of this land.

[NASA - Area 400 - 01 21 22.pdf](#)

*20. * Letter- WMATA Service Cut Back

Suggested Action:

Reference: Letter - WMATA Service Reductions

Mayor Jordan requested this item be added to the agenda.

[Letter - WMATA Service Reductions.pdf](#)

V. MEETINGS

Meetings

Suggested Action:

[meetings.pdf](#)

Stakeholders

[Stakeholder Schedule.pdf](#)

City Council Agenda Item Report

Meeting Date: January 24, 2022

Submitted by: Bonita Anderson

Submitting Department: Administration

Item Type: Presentations

Agenda Section: COMMUNICATIONS

Subject:

Government Alliance on Race and Equity Update

Suggested Action:

Reference: GARE Presentation

Dawane Martinez, Director of Human Resources, would provide a presentation.

Attachments:

[GARE Presentation- Council Meeting 1.24.2022.pdf](#)



LOCAL AND REGIONAL
GOVERNMENT ALLIANCE ON
RACE & EQUITY

**race
forward**

Greenbelts Participation in Advancing Racial Equity in the DMV Region

Background on GARE and Race Forward



LOCAL AND REGIONAL
GOVERNMENT ALLIANCE ON
RACE & EQUITY



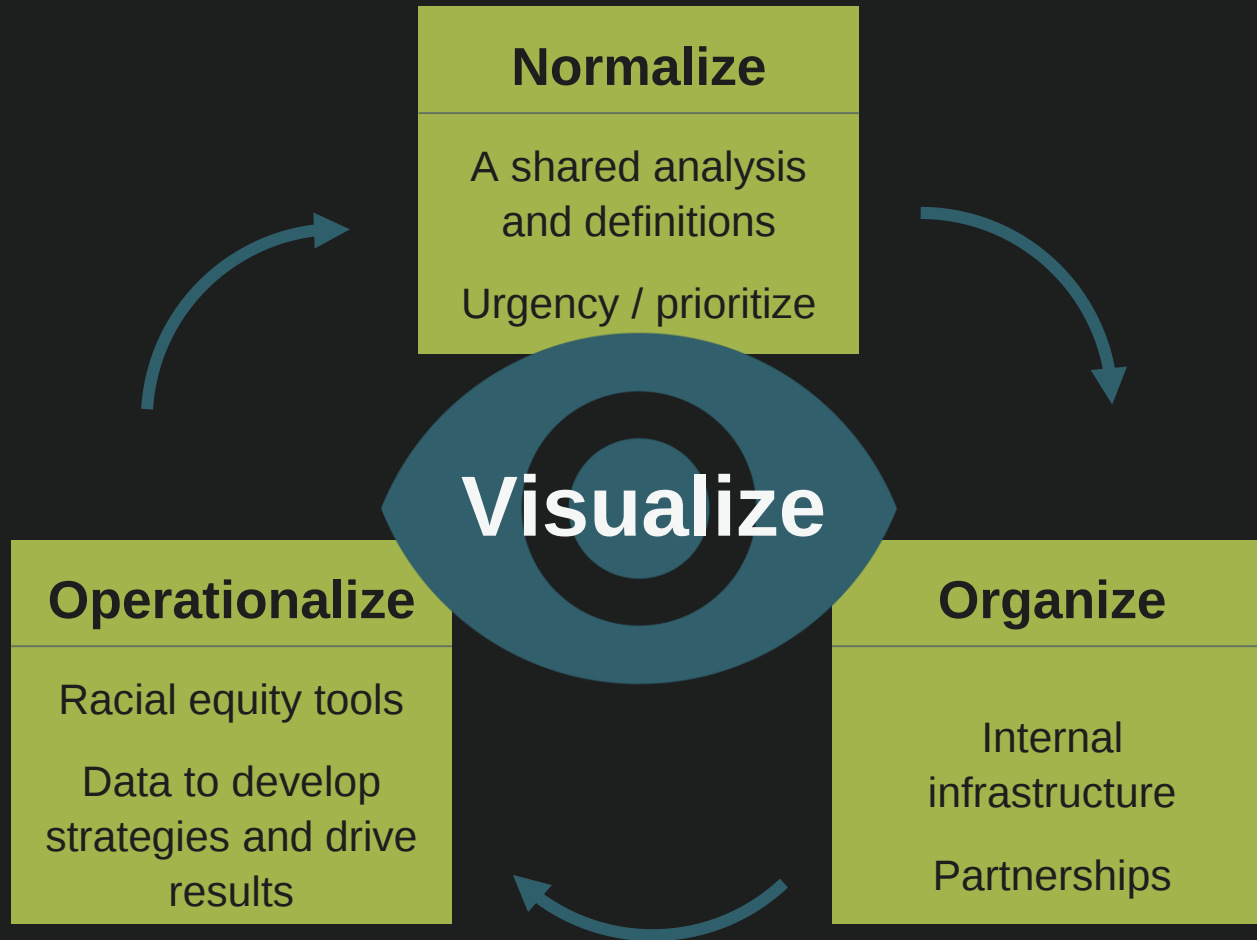
Government Alliance on Race & Equity

A national network of government working to achieve racial equity and advance opportunities for all.

- ✓ The Network = 370 members and growing!
- ✓ Cities, counties, regional agencies and state agencies in 36 states from across the country
- ✓ Provide tools to put theory into action



GARE Practice



About Race Forward

Catalyzes movement building for racial justice. In partnership with communities, organizations, and sectors, they help build strategies to advance racial justice in our policies, institutions, and culture.

Our projects include:



Colorlines on-line journalism



Government Alliance on Race and Equity (GARE)

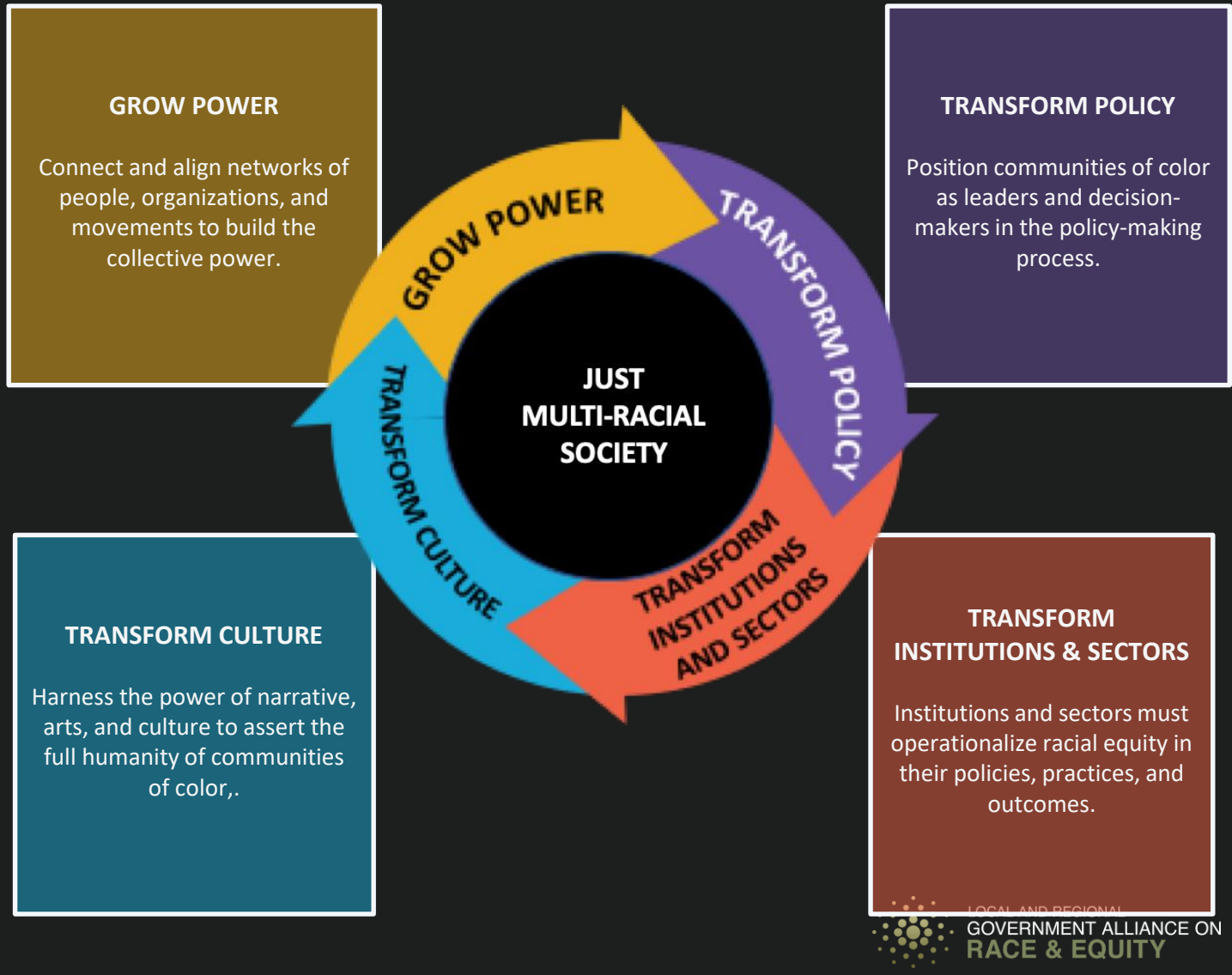


Biennial Facing Race Conference



Mass Freedom

Race Forward: Creating Change



Information about the DMV cohort



LOCAL AND REGIONAL
GOVERNMENT ALLIANCE ON
RACE & EQUITY



Metropolitan Washington Council of Governments



Chuck Bean

Executive Director of
the Metropolitan
Washington Council
of Governments

Introducing the GARE Team



Julie Nelson

Senior Vice
President / GARE
Founder

Co-Lead Trainer



Tony Pattillo

GARE Affiliate

Co-Lead Trainer



Karen Shaban

GARE Affiliate

Project Manager



Lenore Wyant

GARE East
Region Manager

GARE Resource

2021 DMV Cohort Teams

1. Alexandria, VA
2. Arlington County, VA
3. Charles County, MD
4. College Park, MD
5. District of Columbia
6. Fairfax County, VA
7. *Falls Church, VA*
8. *Frederick County, MD*
9. *Greenbelt, MD*
10. Loudoun County, VA
11. *Metropolitan Washington Council of Governments, DC*
12. Montgomery County, MD
13. *Prince William County, VA*



LOCAL AND REGIONAL
GOVERNMENT ALLIANCE ON
RACE & EQUITY

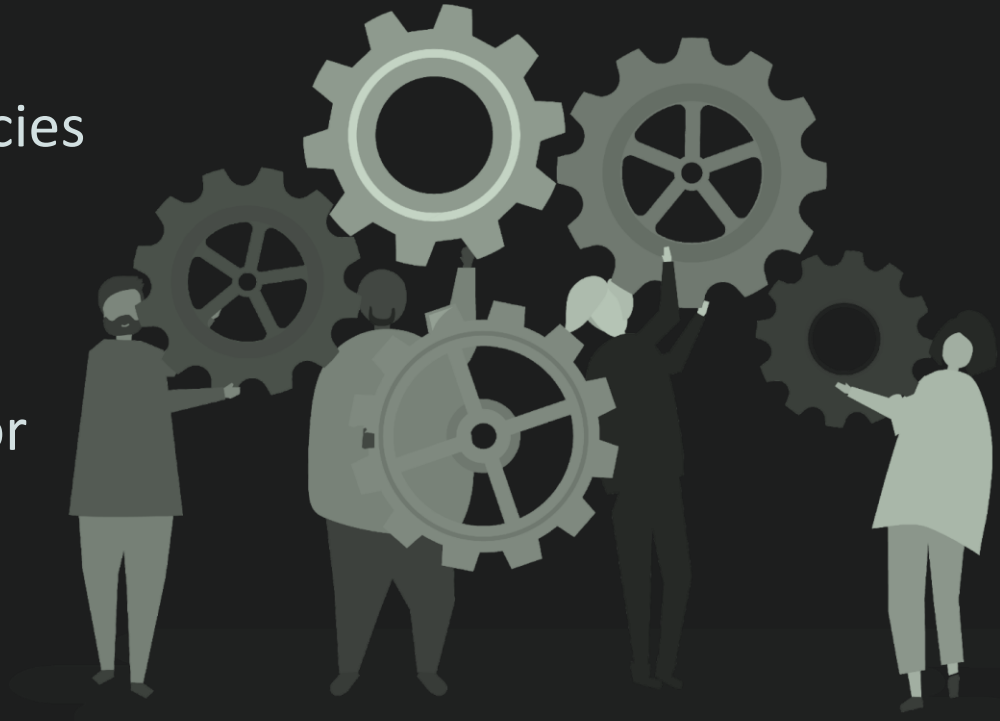
As a result of participating, each jurisdiction will have:

- Racial equity training curriculum
- Racial Equity Tool to be used in policy, practice, program and budget decisions
- Support for identifying and launching pilot projects, a capacity building plan and an organizational structure within your jurisdiction
- Example policies and practices that help advance racial equity
- Trained facilitators to implement training with other employees
- Racial Equity Action Plan



Objectives

- Develop a shared racial equity analysis, including definitions of key terminology
- Establish norms and relationships amongst teams and cohort participants
- Increase skills analyzing policies and practices from a racial equity perspective and communicating about race
- Identify potential projects for using a Racial Equity Tool



Team commitments

- Each jurisdiction will have a team co-lead will be primary point of communication throughout the learning year
- Commit to attending all sessions and work collectively as a team in-between to complete post session work
- Use the GARE portal - to share resources, materials, and jurisdiction work
- As applicable, connect to and build upon prior learning cohort team work as appropriate

Greenbelts GARE Team

- Dawane Martinez - Human Resources
- Charise Liggins – Economic Development
- Terri Hruby- Planning
- Bertha Gaymon –Finance
- Rick Bowers- Police
- Greg Varda / Latoya Fisher –Recreation
- Liz Parks- CARES
- Brian Townsend- Public Works

Diversity, Equity and Inclusion (DEI)

DIVERSITY ●●▶ INCLUSION ●●●●●●●●▶ EQUITY



Quantity

Different identities & cultures



Quality

Participation across identities & cultures



Justice

Policies, practices, & procedures to ensure equitable outcomes

Source: City of Portland Office of Equity and Human Rights

Logistics

- Monthly cohort sessions scheduled
 - 2021 dates: 9/23-24; 10/21; 12/2
 - 2022 dates: 1/20; 2/17; 3/17; 5/19; 6/16; 7/21
- April – GARE Annual Meeting
- Meeting location – virtual / in person ASAP conditions permitting
- Team Leads monthly check in calls



Additional Information

- www.greenbeltmd.gov ➡ [Government](#) ➡ [Human Resources](#)

[Government](#) » [CITY ADMINISTRATION](#) » [HUMAN RESOURCES](#) »

GOVERNMENT ALLIANCE ON RACE AND EQUITY (GARE)

Font Size: [+](#) [-](#) [Share & Bookmark](#) [Feedback](#) [Print](#)

The Metropolitan Washington Council of Governments (COG) in partnership with the Government Alliance on Race and Equity (GARE) launched the first-ever regional learning cohort of local government staff to advance racial equity and opportunities for all.

This year, the City of Greenbelt will participate in the year-long program with more than 100 managers and staff from 11 jurisdictions, comprising the District of Columbia, Fairfax County, Arlington County, City of Alexandria, Loudoun County, Montgomery County, Prince George's County, Charles County, City of Takoma Park, City of Gaithersburg, and City of College Park.

The new program will help local governments advance racial equity in four main areas:

1. Public safety and court services
2. Community development, planning, zoning, and housing
3. Transportation and mobility
4. Governing and business, procurement, human resources, and leadership and workforce development

By the end of the program, participants will develop a racial equity action plan that will help normalize conversations about race and implement new policies and practices that advance racial equity in their jurisdictions

To learn more about GARE, visit [here](#).

REGIONAL
GOVERNMENT ALLIANCE ON
RACE AND EQUITY



Any Questions?





City Council Agenda Item Report

Meeting Date: January 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS

Subject:

* Minutes of Council Meetings

Suggested Action:

- * Interview, July 13, 2020
- * Interview, September 02, 2020
- * Interview, September 09, 2020
- * Interview, September 16, 2020
- * Interview, October 21, 2020
- * Interview, October 28, 2020
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Attachments:

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[INT210825.pdf](#)
[INT210922.pdf](#)
[INT211006.pdf](#)
[INT211215.pdf](#)
[INT220119.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, July 13, 2020, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:20 p.m. The meeting was held virtually via Zoom.

PRESENT WERE: Councilmembers Judith F. Davis, Emmett V. Jordan, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts, and Mayor Colin A. Byrd, missed Ms. Canter's interview.

STAFF PRESENT: Bonita Anderson, City Clerk.

Mary Canter was interviewed for appointment to the Forest Preserve Advisory Board.

Larry Davis was interviewed for appointment to the Forest Preserve Advisory Board.

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, September 2, 2020, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

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

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

Willis Witter was interviewed for appointment to the Forest Preserve Advisory Board.

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, September 9, 2020, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

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

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

Peggy Higgins was interviewed for appointment to the Public Safety Advisory Committee.

The meeting was adjourned at 7:57 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, September 16, 2020, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmett V. Jordan (7:47), Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts and Mayor Colin A. Byrd.

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

Kathy Reynolds was interviewed for appointment to the Public Safety Advisory Committee.

The meeting was adjourned at 8:01 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, October 21, 2020, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

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

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

Steven Mirsky was interviewed for appointment to the Public Safety Advisory Committee.

The meeting was adjourned at 8:03 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, October 28, 2020, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmett V. Jordan (7:42 pm), Leta M. Mach, Edward V. J. Putens, Rodney M. Roberts and Mayor Colin A. Byrd. Councilmember Silke I. Pope was unable to attend. Mayor Byrd left the meeting at 7:43 pm.

Staff member present were: Bonita Anderson, City Clerk.

Jessica Stewart was interviewed for appointment to the Forest Preserve Advisory Board.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

*Bonita Anderson
City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, November 4, 2020, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmett V. Jordan, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts (7:51pm) and Mayor Colin A. Byrd.

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

Mary (Kathy) Sciannella was interviewed for appointment to the Employee Relations Board.

The meeting was adjourned at 8:03 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, February 24, 2021, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmett V. Jordan; Leta M. Mach; Silke I. Pope, and Edward V. J. Putens (7:41 p.m.). Councilmember Rodney M. Roberts and Mayor Byrd were absent.

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

Wanna Coker was interviewed for appointment to the Advisory Planning Board, Board of Appeals, Board of Elections, Community Relations Advisory Board, Park & Recreation Advisory Board and the Youth Advisory Committee.

The meeting was adjourned at 7:59 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, March 3, 2021, to meet with Comcast.

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

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

STAFF PRESENT WERE: Nicole Ard, City Manager; Dale Worley, Director of Information Technology; Beverly Palau, Public Information and Communications Coordinator; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Andre Fountain, Senior Specialist of Government Affairs Comcast – Beltway Region; Chris Comer, Director of Government Affairs Comcast – Beltway Region; Tom Kearney, Vice President Network Engineering Comcast – Beltway Region; Bill Orleans, Ric Gordon, and others.

Ms. Pope stated that the cable boxes and hardware maintenance are a big issue within Greenbelt. She noted that the problems had been discussed with Verizon and Comcast previously. Ms. Pope explained that she favors an ordinance where the company is responsible for maintaining their boxes and providing contact information for repairs. Ms. Pope advised that the contract negotiation has been going on forever, but she wants an ordinance to protect the residents from getting injured.

Andre Fountain provided a PowerPoint presentation that outlined the Network Performance during Covid-19, Internet Essentials Program, Xfinity Free Wi-Fi Hotspots, the Internet Essentials Partnership Program with Prince George's County Public Schools, Lift Zones Program, and Comcast Rise. Mr. Comer stated that Xfinity actively seeks community centers to provide the free Lift Zone service and will follow-up with the City with additional information.

Mr. Putens expressed his frustration with Comcast cable boxes. He noted that he contacted the Homeowners Associations (HOAs) and the Condominium Associations (COAs) of Greenbelt East, and the management companies stated that there were problems with the cable boxes; including boxes are left open, kids having access, and bees flying around. Mr. Putens explained that he and a property manager submitted 76 photographs documenting all the cable boxes with issues with addresses five or seven years ago. He added that Comcast didn't follow-up with the complaint. Mr. Putens invited the Comcast representatives to a Greenbelt East Advisory Coalition (GEAC) meeting.

Ms. Pope thanked Comcast for the services they provide to Springhill Lake Elementary and requested additional information regarding the Internet Essentials Partnership Program with Prince George's County Public Schools. Mr. Kearney answered that after the meeting, he would provide additional information regarding the programs and follow-up with Prince George's County Public School directly.

Mr. Jordan requested a list of Xfinity Free Wi-Fi Hotspots. Mr. Comer answered that he would provide a link to Council after the meeting. Based on a question asked by Mr. Jordan, Mr. Comer stated that he would like to receive by next week a list of potential community center sites from the City regarding the Lift Zones Program.

Ms. Davis mentioned that the Community Centers are restricted due to COVID-19 and wouldn't fully use the Lift Zones Program until the Prince George's County Executive lifts the restrictions. Ms. Davis asked how Comcast is dealing with the decline of cable services. Mr. Fountain replied that the reduction of cable services is on Comcast's radar and, as a business, has adapted to meet the demands of the customers. He advised that Xfinity has a platform, Xfinity Flex Opportunity, where customers could participate through streaming. Mr. Fountain explained that Xfinity was able to pivot based on the content the customers are watching. Mr. Comer stated that customers and constituents have more options to access video, and Xfinity tries to offer the best products and services.

Mr. Kearney acknowledges Council's concern regarding the cable boxes and noted that Comcast would take care of the issues. Mr. Comer explained that follow-up with the local tech ops team regarding cable boxes. He advised Comcast has a Customer Escalation Team that responds to any escalated issues.

Based on a question asked by Mr. Jordan, Mr. Kearney answered that the service drop cable has a lifespan of 20-30 years if its life is undisturbed, but if it's damaged, it will be replaced. Mr. Kearney noted customers could change their equipment, but from a standard perspective, the only reason to change the equipment is if you have a different speed that exceeds the performance you currently have. Mr. Jordan stated the maintenance and the actual poles' wire appearance are an issue and provided an example at 163 Research Road. Mr. Comer advised he will follow-up with that issue.

Ms. Davis expressed her frustration with being dropped from the zoom meeting several times. She explained the City's concerns, including the City franchise and the cable customers. She stated there are cable boxes in front of Greenbriar that are getting worse and have been previously reported. Ms. Davis advised there are loops of cables hanging on poles and double poles when the poles were replaced. She stated that Council received service complaints from the cable franchise subscribers.

Ms. Davis left the meeting at 9:10 p.m.

Mr. Putens left the meeting at 9:10 p.m.

Mr. Comer stated that he would follow-up with Ms. Davis. He explained that if issues are submitted to the Customer Escalation Team, it is assigned a ticket number, and he can keep the Council posted on the progress. Mr. Comer mentioned that the Franchise Agreement and Cable Ordinance already cover if Comcast is not handling the repairs.

Ms. Pope explained that there are issues throughout the City and Ms. Palau has a lot of pictures from one area, Franklin Park. Mr. Comer stated that he could have a technician verify whose wires and clean-up the issue within a day of notification.

Ms. Pope noted another complaint that she had received from HOAs is how expensive the service is, and the cost factor is an issue during these times. She advised a constituent that maybe the City should consider its own cable system. Mr. Comer explained the program cost continues to rise and tries to negotiate with the networks to get the best rates. He noted that sports and broadcasting had been the most significant programming drivers.

Mr. Roberts explained the complaints he has received regarding Comcast, mostly about customer service and changing services. Mr. Comer agreed that customer service is the ultimate differentiator. He stated that Comcast had been focused the past few years on customer experience and ways to improve. Mr. Comer informed that Comcast had invested money in opening different call centers and following up with at least two customers a month to ask about their experience.

Based on a question asked by Mr. Jordan, Mr. Kearney stated feedback from the City regarding contractors not performing up to standard. He explained that the call centers are all across the United States and can manage when there is an impact in a singular event. Mr. Kearney stated that the call centers are working from home due to the pandemic.

Ms. Palau stated she works with the Customer Escalation Team, and there are cable boxes that are damaged that the residents haven't reported. She advised that residents don't have a number to report broken or damaged cable boxes. Mr. Comer stated the 800# is the best number to report damaged cable boxes. Mr. Kearney explained that Howard County built a website on the County site to report broken cable boxes, and it is the county's burden to call or email issues.

Ms. Palau indicated that property managers have contacted Comcast regarding broken cable boxes and haven't received Comcast's response except when she contacts Comcast. She stated that she has trails of emails from three different developments. Ms. Palau inquired if Comcast could supply the HOAs with the same Customer Escalation Team number that the City was provided. Mr. Comer answered that the property has an Xfinity Community Manager assigned and where the property managers could report any issues with Comcast. Ms. Palau suggested that Comcast place stickers on their cable boxes with contact information if the box is damaged. Ms. Palau stated a complaint she had received was that certain City areas don't receive the City cable channels. Mr. Comer said he would follow-up with that issue and requested any examples. Ms. Pope asked for the Xfinity Community Manager information. She stated that the residents should have a contact number to report a damaged equipment problem.

Mr. Jordan inquired if Comcast was going to roll out 5G towers or boxes on the poles. Mr. Kearny answered Comcast didn't own many of the poles and explained the current cell phone offering is a partnership with Verizon. He stated that Comcast has access to 5G as a function through the partnership. Based on a question asked by Mr. Jordan, Mr. Kearny noted that the City would need to contact the Telco Company regarding if there would be 5G towers or boxes on the poles within the next two years.

Ms. Ard clarified that Ms. Palau would be researching enhancing the City's website to provide additional information about the cable franchise and the contact information. She stated the City would not be handling the concerns that residents are raising through the website.

Informational Items

Mr. Roberts inquired if he was signed up to speak at the National Capital Planning Commission meeting tomorrow regarding the printing place at BARC. Ms. Ard stated she would follow-up with the Planning staff.

Mr. Jordan wished Ms. Pope a happy belated birthday.

The meeting ended at 9:56 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, March 17, 2021, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmett V. Jordan, Leta M. Mach, Edward V. J. Putens (7:47 pm), Rodney M. Roberts (7:41 pm) and Mayor Colin A. Byrd. Councilmember Silke I. Pope was absent.

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

John Saunders was interviewed for appointment to the Advisory Committee on Education, Advisory Committee on Trees, Advisory Planning Board, Arts Advisory Board, Board of Appeals, Board of Elections, Community Relations Advisory Board, Employee Relations Board, Ethics Commission, Forest Preserve Advisory Board, Greenbelt Advisory Committee on Environmental Sustainability, Park & Recreation Advisory Board, Public Safety Advisory Committee and Senior Citizens Advisory Committee.

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

PUBLIC HEARING OF THE GREENBELT CITY COUNCIL held Wednesday, March 17, 2021, to discuss the 7010 Greenbelt Road Development Proposal Requests for City Support.

Mayor Byrd started the meeting at 8:02 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers: Judith F. Davis, Emmett V. Jordan, Leta M. Mach (8:03 pm), Silke I. Pope, Edward V. J. Putens (8:10 pm), Rodney M. Roberts and Mayor Colin A. Byrd.

STAFF PRESENT WERE: Nicole Ard, City Manager; Terri Hruby, Director of Planning & Community Development; Molly Porter, Community Planner; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Tom Haller, Gibbs and Haller (Attorney for the Project); Mike Postal, Tenacity Group (Representing the Ownership); Ian Black, Tenacity Group (Project Design); Jessica McMahon, NVR Homes (Builder); Chinmay Vyas, CV Inc. (Civil Engineer); Jason Iannotti, Bruno Clay Contractor; Silvia Silverman, CV Inc. (Civil Engineer); Keith Chernikoff, Chair of Advisory Planning Board; Syed Shamim, Benjamin Friedman, James Drake, Maria Silvia Miller, Advisory Planning Board; Bill Orleans; and others.

Ms. Porter provided a presentation on the preliminary concept and staff report overview. Since the August Work Session, Ms. Porter noted changes to the proposed concept plan. There has been a reduction of six units, reconfiguration of the buildings and parking, a larger pavilion, and four electric vehicle charging stations.

Ms. Porter outlined the three requests the applicant submitted for City support: Land-Use, the staff is recommending that the City support this request if it is modified to require that the multifamily housing in the R-18 Zone be "age-restricted"; Density, the staff is recommending support of this legislation, as it is consistent with the City's covenant and proposed new zoning (RAF-20); and Green Area/Lot Coverage, the staff is not supportive of a reduction in the green area requirement and further does not feel this is the appropriate time to comment on a variance request.

Based on a question asked by Ms. Davis, Mr. Haller answered to address the density and covenant issue. The developer would have three buildings with four stories and one building with three levels with six units on each floor, totaling 90 units. Ms. Davis suggested that the fourth building be four stories and allow a large interior common area and a lounge area for social gatherings. Ms. Davis inquired about parking lot covering and installing solar panels. Mr. Haller explained that if community space was provided in the building it would change the construction type. It increases the construction price dramatically. The units wouldn't be in the realm of affordability. Mr. Postal stated that they considered the covered parking lot with solar panels, and it would be part of the Site Plan or Architectural Plan discussion. He explained that the company investigated solar panels on the roof. Mr. Postal suggested having the condominium buildings solar ready, so the association, after the fact, could install solar panels.

In response to Ms. Davis's question regarding meeting space, Mr. Postal explained the gazebo has the potential of becoming a meeting space, and that would eliminate the green space requirement.

Mr. Roberts stated that the property's former owner met all of the Council's requirements. He believes that the City has plenty of meeting space, but the City needs more open space. Mr. Roberts suggested building in the center of the property and preserve all the large trees and landscaping around the property's outskirts. Mr. Roberts stated that he doesn't feel all-wood buildings are safe, and he wasn't in favor of this project.

Ms. Mach expressed her disappointment with the applicant's request to reduce greenspace. She inquired if the applicant considered installing green roofs.

Mr. Black stated that the applicant is within 3% of greenspace requirements. He noted that staff's recommendations to provide the greenspace requirements in the Detail Site Plan make sense because it enables the applicant to get down to the exact square footage. Mr. Black answered Ms. Mach's question, stating that the applicant researched green roofs and it is very expensive to install and maintain.

Mr. Haller advised that after the original conveyance, the City could support an amendment to the Code to modify the greenspace requirements. He indicated to staff that the applicant didn't ask the City to support a text amendment to change the greenspace requirement Countywide. Mr. Hall stated that the applicant is very close to satisfying the greenspace requirement, and it comes down to the design features.

Mr. Friedman noted that APB reviewed the staff report and supports staff's recommendations. He stated that APB is looking forward to getting into the Site Plan's details and developing the Detail Site Plan phase. He explained that APB focused on the interaction of the project and Greenbelt Road regarding the applicant's particular request.

Mr. Drake inquired if the applicant considered four four-story buildings with the gazebo to reduce the footprint and not infringe on the greenspace. Mr. Black answered that the applicant is using a product by NVR that doesn't allow for that particular change. Changing any one of the buildings' footprints is getting into the territory of designing a completely new structure.

Mr. Roberts commented the developer wanted to build buildings that don't fit the property and the already designed buildings. He stated Greenbelt shouldn't be treated in this manner. Greenbelt should require that the building should fit the site and the community. Mr. Postal answered that NVR designed a buildable product, and it is a very attractive, reasonable product where residents can age in place.

Mr. Jordan inquired at what point the Greenbelt Road traffic issues and the general accessibility of the site would be addressed. Ms. Hruby answered during the Detail Site Plan process, the problems would be addressed. The City would need to update the Traffic Impact Analysis and review the site access and all elements of design. She explained the City has all architectural

review authority and site plan review authority. Mr. Jordan noted that it is essential that the site is connected to the rest of Greenbelt.

Mr. Jordan explained he would like to see both senior housing units with some units set aside for reasonable rates or sliding scale. Ms. McMahon replied that the project could either be age restricted or affordable housing but not both and explained that an age-restricted project is feasible because it doesn't pay the school facility safety surcharge. Mr. Haller stated the goal was to have all the units equally affordable.

Ms. Davis stated that she wants affordable and quality units. She inquired about one-bedroom units and if the units have balconies. Ms. McMahon said the majority of the units have a small balcony.

Based on a question asked by Ms. Davis, Ms. Porter answered that it is not required to have two entrances into a project. She stated that the State Highway Administration (SHA) has specific regulations from a project onto a major arterial and would recommend one entrance off the Greenbelt Road entrance. Ms. Hruby added that the project would have to meet all fire codes.

In response to the question asked by Ms. Davis regarding one-bedrooms, Ms. McMahon explained there was an overwhelming lack of interest for one-bedroom units from the focus groups. There was a desire for the two-bedroom units.

Mr. Roberts advised that large wood structures aren't safe against fires. He commented that if the building were over four stories, it should have masonry and different construction.

In response to a question asked by Mr. Putens, Ms. Hruby answered that over four-story buildings, the construction requirement building code changes. Mr. Putens stated he doesn't like the project's design and explained the traffic issues on Greenbelt Road from the Armory, University Square, this development, and the proposed Royal Farmer project. Mr. Putens advised he is not in favor and would not support it.

Mr. Black commented that the applicant had tried to address as many of the concerns and the suggestions that the Council has brought to their attention regarding the vehicular access issue. He advised that the applicant had a traffic study completed. The study reported the number of trips that the proposed project would add to the intersection wouldn't cause any need to change the intersection from a traffic engineering standpoint. Mr. Black noted it was suggested at the APB work session to prohibit left-hand turns from the parking lot, and that is under consideration.

In response to a question asked by Mr. Shamim, Mr. Haller answered the minimum age requirement would be 55 years or older to qualify for senior housing. He stated that the Site Plan showed handicapped parking in front of each of the buildings and is immediately accessible to the front door. A certain percentage of the units provided are handicap accessible.

Mr. Jordan inquired how the developers were coping with the country's economic environment and the country's financial and economic situation. Mr. Postal explained that NVR is always

looking for alternative products for construction and getting the best price on the best materials. Based on a question asked by Mr. Jordan, Mr. Postal outlined the applicant's timetable for constructing the units.

Ms. Miller disagreed with Mr. Roberts in regards to wooden constructed homes. She noted that the houses in Greenbelt would go up in property value.

Based on a question asked by Ms. Davis, Ms. Porter answered at the time of the Detail Site Plan, staff will coordinate with Public Works to investigate if there are trees on the property that are specific to save. Ms. Hruby added that trees within the buffers on Greenbelt Road would be identified for preservation. Ms. Davis noted that non-native plants and trees the City doesn't want. Ms. Davis asked when the units are first on the market could Greenbelt residents get first options. Ms. McMahon explained NVR's launch and marketing process, including a VIP listing. She suggested that NVR coordinate a marketing effort with the City a little earlier than the regular VIP to identify the City's residents' priority position on the VIP list.

Based on a question asked by Ms. Pope, Mr. Haller answered that the applicant must have a Noise Analysis conducted to determine the 65-decibel line. Architectural upgrades on exposed units would be during the Detail Site Plan review that to that level of noise. He explained the recreational amenities had been moved to the back of the property due to the amenities being exposed to noise closer to Greenbelt Road. Ms. Pope expressed her concern regarding the traffic issues.

Mr. Black inquired about what plans the City had for the Armory. Ms. Davis and Ms. Pope answered a fire station. Mr. Jordan stated that the Council would keep the applicant posted on the Armory development.

Mr. Roberts addressed Ms. Davis's landscaping comment. He advised there are many lovely old trees and plants on the property. Mr. Roberts expressed his concern that the builder would cut down all the trees on the property to replace them with the buildings and parking lot.

Mr. Jordan expressed his concerns with the traffic issues, not only vehicular but circulation if the residents wanted to be connected to Greenbelt's center. He also expressed concern regarding the property's maintenance and inquired how the property was being maintained. Mr. Jordan requested that the applicant take a closer look at the property's care. Ms. Hruby stated that Mr. Black and herself had discussed maintenance. She pointed out that the sidewalk and deer issues are actually on the SHA right-of-way.

Ms. Hruby advised that staff reconvene with the development team to discuss the next steps and schedule the legislative request meeting in April.

Informational Item

Ms. Davis provided a report on the Maryland Municipal League Legislative Committee she attended today.

Ms. Davis also provided a report on the Town Hall Meeting with Senator Van Hollen and the SCMaglev Strategy Group Meeting.

Based on a question asked by Ms. Davis, Mayor Byrd provided a report on the Town Hall Meeting with Senator Van Hollen and Calvin Hawkins Committee Meeting.

Mr. Jordan provided a report on the National League of Cities Conference.

The meeting ended at 10:00 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, March 24, 2021, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

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

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

Walter Moody was interviewed for appointment to the Board of Elections.

The meeting was adjourned at 7:56 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

BUDGET WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, March 31, 2021, to discuss Planning/Economic Development, FY 2022 Proposed Budget.

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

PRESENT WERE: Councilmembers Judith F. Davis, Emmett V. Jordan (8:01 pm), Leta M. Mach, Edward V. J. Putens (8:01 pm), Rodney M. Roberts and Mayor Colin A. Byrd. Councilmember Silke I. Pope was absent.

STAFF PRESENT WERE: Nicole Ard, City Manager; Bertha Gaymon, City Treasurer; Terri Hruby, Director of Planning and Community Development; Charise Liggins, Economic Development Coordinator; Gilberto Cabrera, Supervisory Inspector; Molly Porter, Community Planner; Holly Simmons, Community Planner; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Kap Kapastin; Dr. Catlin McGrath; Bill Orleans, Ric Gordon, and others.

Ms. Ard explained that each department would provide its overview and outline its accomplishments. Ms. Ard added that Council's questions and responses had been posted on the website along with the agenda items.

Planning & Community Development

Ms. Hruby thanked her staff and reviewed the comprehensive list of accomplishments for this fiscal year. She noted that the updated Work Program is a six-month or annual program that outlines the more specific projects. Ms. Hruby mentioned that with Mr. Cabrera's assistance, she created the first Continuity of Operations (COOP) Plan for the Planning & Community Development Department. She added with the aid of the IT Department that the Planning & Community Development Department has pivoted to 100% teleworking during the pandemic. Ms. Hruby highlighted some of the redirected programs to virtual, building permits review, and virtual inspections.

Ms. Hruby explained that the Community Development Department is short-staffed, and there is a shortage of qualified Code Enforcement Officers across the industry. She noted that the hiring process was placed on hold during the pandemic because it is hard to train a new employee in the virtual world, but hiring skilled Code Enforcement Officers is still a staff priority.

Ms. Hruby mentioned that staff could continue to move forward with some of the grant-funded capital projects. She explained that many federal projects consumed a tremendous amount of planning staff time, including the DIS Managed Lanes, the Bureau of Engraving and Printing, Maglev, and NASA Goddard.

Ms. Hruby outlined all the administrative staff's accomplishments via the office or teleworking, which handles false alarms, commercial licenses, building permit review, and rental licenses.

During the pandemic, Ms. Hruby stated that staff had time to allocate to the windshield survey program. However, she advised that residents have been home more frequently since the

pandemic, and the apartments have issues with trash. Ms. Hruby noted that Code Enforcement started to enforce the garbage issues at the apartment complexes vigorously.

Mr. Cabrera advised that he and Inspector Crump have implemented the virtual inspection program and outlined some minor challenges, including the video platform, and are trying to get back to in-person inspections. In addition, he stated that he and Inspector Crump have zero tolerance towards trash and debris at apartment complexes throughout the City.

Ms. Davis expressed Council's concern regarding the condition at Franklin Park Apartment. She stated that Council had heard from residents at work sessions that the maintenance staff being unable to keep up with the demands of what's happening, affecting the residents' quality of life.

Ms. Davis suggested that the City needs to hire an Assistant Planning Director and two additional Code Enforcement Inspectors to handle the conditions and situations at the apartment complexes.

There was a discussion regarding food trucks. Ms. Davis inquired about the County rules regarding food trucks operating while parked at a gas station. Ms. Hruby answered that food trucks are only allowed to operate in approved County Food Truck Hubs, and that the food truck drivers had been informed of the County regulations. Staff could submit a complaint to the County Zoning Enforcement. She explained that a bill was introduced a couple of years ago. If the City wanted to accept municipal legislation of food trucks, it would be granted. Mr. Roberts expressed his opinion about the County food truck regulations.

Mr. Roberts advised that there are piles of trash at Jane Apartments. Ms. Hruby mentioned that Jane Apartments is dealing with illegal dumping, and staff has been working with management. Staff had provided suggestions, including installing cameras.

In response to the food truck discussion, Mr. Putens noted that he favored the City's food truck hub.

Mr. Putens inquired how the mask mandate was being promoted. The signs should have a number on them to report violations.

Mr. Putens thanked Planning staff for all that they do and requested more diversity in the Planning Department.

In response to the food truck discussion, Mr. Jordan stated that food trucks needed to be properly permitted, legal and safe. He requested staff to research food trucks and develop criteria.

Based on a question asked by Mr. Jordan, Mr. Cabrera answered that he and Mr. Crump spend two hours patrolling Franklin Park Apartments daily looking for exterior violations due to its massive size and many issues.

Mr. Jordan suggested that the City hire an Assistant Planning Director and another Code Enforcement Inspector. Mr. Cabrera agreed. Mayor Byrd noted that if staff is stretched too thin, please communicate with the needed resources and personnel.

In response to the food truck discussion, Mayor Byrd agrees with Mr. Roberts, Mr. Putens, and Mr. Jordan. He suggested that the Economic Development Coordinator research the County guidelines on food trucks. Ms. Davis noted that the food truck was breaking the County's law, but she favored the City adopting regulations regarding food trucks.

There was additional discussion regarding the food truck.

Ms. Davis inquired about the Eviction Prevention Learning Lab that the Planning Department and CARES are participating in. Ms. Hruby answered that 22 states and 30 cities are participating in the program, and the City of Greenbelt and Baltimore City are the only cities in Maryland. She explained that the program is through the National League of Cities (NLC). The City joined the program to learn about eviction prevention, a more vital role in education and outreach.

Based on a question asked by Ms. Davis, Ms. Hruby answered that the County hasn't provided how many Short-Term rentals are within the City.

In response to the Eviction Prevention Learning Lab, Mr. Putens inquired did the Planning Department need to hire part-time personnel due to the Planning Department's workload. Ms. Hruby answered that staff is just starting and will identify what roles and resources will be required.

Based on a question asked by Ms. Mach, Ms. Hruby answered that the \$30,000 budgeted in the Planning Department for Professional Services is for traffic impact review and the \$67,000 budgeted in Community Development for Professional Service is for using third-party inspectors.

Bill Orleans, a Greenbelt resident, suggested that the City of Greenbelt and Council residents could participate in the Eviction Prevention Learning Lab program. He requested a copy of the staff's curriculum to review the Eviction Prevention Learning Lab.

There was a discussion regarding the dog park. Ms. Davis asked has there had been any improvements to the dog park within the last couple of months. Ms. Hruby deferred to the Police Department. She noted that the Police have been managing the dog park and that the Animal Control Officer, Ms. Ortiz, has been posting rules and monitoring the dog park. Ms. Hruby states that the dog park improvements are a capital project that was deferred.

Ms. Davis noted on page 68 that the City has three historic cemeteries. She asked has staff had researched the County or State grants regarding historical cemeteries. Ms. Hruby answered that a Management Objective would be expanded to include a master plan for historic cemeteries. Mr. Jordan stated that the sign that holds the headstones at the Hamilton Cemetery is in terrible condition.

Mr. Jordan inquired on page 64, had there been communication regarding the restoration of 15 Bus that services the Greenbelt Station Community. Ms. Hruby answered that there had been communication to redesign possible bus routes in the County and follow-up. Bob Rand, a Greenbelt resident, asked for transparency about the funds distributed back in December for landlords for their tenants. In addition, he inquired did the City had any goals about affordable housing.

In response to the discussion regarding transportation, Konrad Herling, a Greenbelt resident, asked where does a shuttle that services all three major shopping centers in the City fall on the Council's list of priorities. Ms. Hruby answered that it is one of the Council's priorities listed at their current goal setting.

There was additional discussion regarding staffing.

Mr. Jordan asked about the status of the Greenbelt Station pathway to the WMATA station. Ms. Hruby answered that the project should be under construction by Fall 2021 and will update the online schedule. Mr. Jordan also asked about the status of the Buddy Attick Parking Lot. Ms. Hruby stated there are some concerns with the project and has come back to Council for direction. Based on a question asked by Mr. Jordan, Ms. Hruby answered the delays were due to poor soils and COVID. In regards the Clean Water Partnership project near Schrom Hills Park, it is almost complete. Finally, Mr. Jordan asked about the status of the Mother and Child statue clean-up. Ms. Hruby advised that Ms. Porter will be at the next Council meeting with an Award of Contract recommendation.

Informational Item

Ms. Davis reported on a Maglev Community Forum hosted by County Councilmember Dannielle Glaros on March 30.

Mr. Roberts requested that at the next Council meeting, Council send a letter to the Biden Administration requesting that the administration not provide any money towards the building of the Maglev in the Infrastructure Bill.

Economic Development

Ms. Liggins explained that the City's economic development efforts were much more needed during the pandemic. She built upon some of the established relationships and made new connections. She thanked Council in supporting the Business Improvement and Recovery Fund, that helped 20 businesses. Ms. Liggins reviewed the Economic Development accomplishments for this fiscal year. She noted that the Prince George's County Economic Development Corporation and the Small Business Corporation use the City's newsletter as a business brief tool with their constituents and clients. Ms. Liggins thanked the Planning Department, Administration Department, and the Public Information Office.

Ms. Davis thanked Ms. Liggins for all the work she did this year. She suggested adding a management objective to restructure the revolving financial loan.

Based on a question asked by Mr. Jordan, Ms. Liggins answered that the vacancy rate overall didn't go up significantly. There are still commercial property owners rethinking the space they needed due to the pandemic.

Regarding Business Coffees, Mr. Jordan stated that some participants would like to see smaller affinity groups.

Mr. Jordan stated that the Economic Development Revolving Fund at Roosevelt Center needed to be repurposed and broadened. He suggested that the City would receive funding from the federal government to go towards community and economic development. Ms. Davis indicated that Council and the Department Heads have a meeting on a Saturday to discuss the City's funds from the federal government.

Based on a question asked by Ms. Davis, Ms. Liggins answered that the intern/college student could assist with engaging with the local businesses and learning about various types of merchant associations. There was a discussion regarding the scope of the intern's duties, and it was determined that further discussion would be needed to determine compensation.

Dr. Caitlin McGrath, Executive Director of the Old Greenbelt Theatre, explained that she supports Ms. Liggins and researches how the business community can help one another. She stated that the past year has been challenging for all businesses. Dr. McGrath noted that the business participants learned a lot from the business breakfasts and now would like the breakfasts to be more structured towards various companies. She advised that the Roosevelt Center Merchant Association (RCMA) is writing a grant to the Greenbelt Community Foundation to partner with the City for an intern to help RCMA push to the next level.

Ms. Ard explained all the additional support Ms. Liggins had received over the year and thanked all the staff for the emails, calls, and letters to assist businesses. In addition, Ms. Ard thanked Ms. Liggins, Council, and the Community Panel regarding the work done concerning the Grant Relief Program.

Mr. Putens thanked Ms. Liggins for all that she does by reaching out to the future generation of businesses.

Mayor Byrd complimented Ms. Liggins on all the economic development outreach she had done during the pandemic and suggested a review of her compensation due to the intensity of her position's scope.

Additional Informational Items

Ms. Davis provided a report on the SCMaglev Group. She requested that a letter to Anne Arundel County Council, Senator Rosapepe, and President Biden be added to the next Regular Council Meeting.

Ms. Davis stated that the Prince Georges County Young Democrats have a "Don't Be Fooled by the Maglev" town hall on Friday, April 2.

Mayor Byrd provided information on his upcoming rally, "Stop the Maglev," on Friday, April 2 at 5:30 pm, at the U.S. Department Transportation HQ in D.C.

The meeting ended at 9:54 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen

DRAFT

BUDGET WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, April 21, 2021, to discuss Public Works and Capital Projects, FY 2022 Proposed Budget.

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

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

STAFF PRESENT WERE: Nicole Ard, City Manager; Bertha Gaymon, City Treasurer; Jim Sterling, Director of Public Works; Brian Kim, Assistant Director Public Works; Brian Townsend, Assistant Director Public Works – Parks; Dr. Luisia Robles, Sustainability Coordinator; Anne Oudemans, Assistant Director of Recreation-Programs; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Bill Orleans; and others.

Public Works Proposed Budget

Ms. Ard thanked the Public Works staff for all they have done during the pandemic.

Mr. Sterling requested Council start reviewing the proposed budget on page 116 – Issues and Services for FY 2022.

On page 116, Mr. Sterling gave an overview of the issues and challenges the Public Work staff has faced and overcome during the Covid-19 pandemic. He highlighted the projects Public Work staff completed using the CARES Act funding, including sneeze guards, electrostatic sprayers, and renovating space to create social distancing. Mr. Sterling advised there were capital projects, including grouting the showers at the Aquatic and Fitness Center. He noted the initiatives that Public Work staff has implemented, including touchless water fountains and access control systems. Mr. Sterling stated that volunteer hours, volunteer events, and not having a Labor Day Festival were affected by the pandemic.

Ms. Davis thanked the Public Works staff for all they have done during the pandemic. She explained that Public Works staff are frontline responders and have to deal with issues right away.

On Page 117, Mr. Sterling stated that deferring all the Capital Projects last fiscal year has doubled the projects needed to be completed. He explained that Public Works staff had provided Council with the Facility Research Study a couple of years ago that outlined the timetable of which projects needed to be completed and the projects' projected cost. Mr. Sterling summarized the resurfacing and preventive maintenance of the 26 miles of City streets.

On page 118, Mr. Sterling explained that the Urban Forest Tree Master Plan is a living document that Public Works staff uses to plant the suitable trees at the locations, and staff would continue to use the plan for years to come. Ms. Davis inquired how many trees Public Works expected to plant this year. She stated that College Park has a Tree Canopy Enhancement

Program with a fund that pays residents to plant trees and requested that staff research the program. Based on a question asked by Ms. Davis, Mr. Townsend explained that Pepco didn't have their free tree program this year and that the City bought trees from the State for \$1.00 each.

On page 118, Mr. Sterling explained Public Works currently has two supervisor positions open and has applied for the Environmental Intern. He expressed how grateful he was that the Public Works continues to receive summer help. It's an excellent program for adults and teens, which creates full-time positions.

On page 119, Mr. Sterling highlighted that the City was named the State of Maryland 2020 Sustainability Champion and thanked Recreation, Planning, and all other departments that assisted. He summarized some of Public Works goals, including energy efficiency, fuel reduction, and renewable energy. Mr. Sterling stated that the Solar Farmers project is moving forward. It should be online by the third quarter of 2022.

Council reviewed the Public Works section of the proposed budget page by page.

There was a discussion regarding the GIS. Based on a question asked by Mr. Jordan, Mr. Sterling answered that the Planning and Public Works staff are working on some GIS projects together.

On page 101, Mr. Sterling explained that this Management Objective of resurfacing Parkway, Ridge Road from Southway to 1 Court Ridge Road, Northway from Ridge Road to Hillside Road, and Lakeside Drive from Lakecrest Drive to Maplewood Court were proposed last fiscal year.

Based on a question asked by Ms. Mach, Mr. Sterling answered that 25 years ago the head-in parking situation on Parkway was evaluated and determined that there were issues regarding right-away. He stated that head-in parking wasn't logical. There had been a request to make Parkway a one-way street. Ms. Davis noted a recent discussion regarding head-in parking on Parkway and Planning staff following up on the debate. Mr. Roberts informed that the Parkway study revealed the right-away was too narrow, and the City would have to make modifications to the sidewalks to accommodate the cars.

Mr. Roberts inquired about concrete projects, including the sidewalk on Plateau Place. Mr. Sterling answered that there is currently \$70,000 budgeted in the Miscellaneous Concrete Fund. When the Plateau Place sidewalk becomes a Council priority, the Miscellaneous Concrete Fund will adjust for the project.

Mr. Jordan thanked the Public Works staff for refurbishing, and completing the connection from Ivy Lane to Kenilworth Avenue. He inquired was Public Works staff was monitoring the conditions of the bike paths on Cherrywood Lane near the construction site and was staff able to repaint the lines due to the utilization of the bike paths. Mr. Sterling answered that staff monitors the bike paths and would redo the bike paths after the construction.

In response to Mr. Roberts's discussion regarding the sidewalk on Plateau Place, Ms. Davis explained Council approved the concrete work on Plateau Place without background material, cost factors, no plan, and the motion to reconsider the action would be on the upcoming agenda. Mr. Roberts explained that the project cost \$6,000 and no trees would be cut down. Ms. Mach stated that she would need further information on the project.

On page 102, there was a discussion regarding food composting.

Based on a question asked by Mayor Byrd, Dr. Robles answered that the City's electricity would be offset by 80-90% once the Solar Farmers project is online, and that will get the City closer to carbon neutrality. She explained that the City had other ways to reduce greenhouse gas emissions, including replacing fuel and gas vehicles with hybrid or electric cars. Dr. Robles advised that the City should engage the community and encourage citizens to install solar panels, drive electric cars, or take public transportation.

Based on a question asked by Mr. Jordan, Mr. Sterling answered that Public Works is moving towards electric equipment. He explained that was a petition a while ago and staff reevaluated all the equipment to determine the need and policies to be set in place to become more carbon friendly. Mr. Sterling advised that most of the equipment purchased now is electric.

Bill Orleans, a Greenbelt resident, inquired if the City sold the old equipment once replacement equipment is purchased. Mr. Sterling answered that equipment is recycled.

There was a discussion regarding recycling. Mr. Jordan urged Public Works staff to increase their outreach with the Homeowner Associations (HOAs) and apartment complexes and design new recycling posters. Mr. Sterling advised that is a goal of Public Works staff and the Green Team. Ms. Davis requested that Dr. Robles work with the Planning Department on checking that apartment complexes are following the County law regarding recycling. Ms. Pope asked for new recycling posters for Charlestown North and other HOAs.

There was a discussion regarding upgrading the quality of the ballfields. Mr. Sterling noted that Braden Field was regraded and sodded from the infield to the outfield. Based on a question asked by Mr. Roberts, Mr. Sterling answered that staff would have to discuss with the Recreation Department to determine usage during the Spring to take the fields down and regrade.

Ms. Pope asked was there any movement in installing water at the dog park. Mr. Sterling answered that he would follow up on her request. Ms. Davis requested that Public Works check the area more frequently. The green barrier that separates the dog park and the Forest Preserve has been torn down, and it's full of trash.

Based on a question asked by Ms. Pope, Mr. Sterling stated safety treads were installed on stairs that didn't have a detectable warning edge.

On page 109, Mr. Sterling highlighted installing a new filtration system on the water main at the Youth Center and installing a new compressor at the Community Center.

On page 112 – 113, Mr. Sterling highlighted some of the accomplishments of staff, outlining that Brian Kim, Assistant Director of Operations, obtained Certified Storm Water Inspector Certification; Brian Townsend, Assistant Director of Parks, recertified his Maryland Pesticide Applications License; and Dr. Luisa Robles attended an energy-efficient course that Pepco funded. He explained that a Management Objective was to provide opportunities for Public Works staff to take classes to put themselves in a better position. Mr. Sterling noted that employees are cross trained in COVID-19 cleaning protocols.

There was a discussion regarding the Greenbelt Connection.

Based on a question asked by Mr. Jordan, Mr. Sterling answered that there are factors to consider regarding the various festivals the City facilitates, including the total number of participants that could gather due to CDC guidelines. He stated that Public Works staff had regularly discussed cleaning protocols or moving the venue to a different location.

In response to the Greenbelt Connection discussion, Mr. Orleans inquired did the City report the Greenbelt Connection ridership to Prince George's County. Mr. Sterling answered that the City must report the Greenbelt Connection ridership information to Prince George's County. Mr. Orleans suggested that Mr. Sterling follow up with the Planning Department staff because the City might be in line to receive federal assistance based on intercity transport within the City of Greenbelt.

On page 140, Mr. Jordan noted that the Hamilton Cemetery sign needs repairs. Mr. Putens pointed out the stones at the Hamilton Cemetery needed to be reset, and the sign needed to be set back.

Ms. Davis noted there needed to be a boundary marker separating the GHI Woodlands and the Forest Preserve. Mr. Sterling stated he would follow up with the staff liaison on the Forest Preserve. Mr. Roberts noted that GHI would like the City to survey the property to determine the property lines between Plateau Place and Laurel Hill Road.

On page 213, there was additional discussion regarding the Greenbelt Connection. Ms. Davis inquired about an extended hour request that the Senior Citizen Advisory Committee submitted. Mr. Sterling explained there wasn't a formal request from the Senior Citizen Advisory Committee and requested that the Committee forward a request with specific hours. Ms. Pope inquired if the Greenbelt Connection routes had expanded outside of Greenbelt. Mr. Sterling explained the rules that Prince George's County established. Mayor Byrd requested a second driver for the Greenbelt Connection added to Council's list. Mr. Jordan inquired it was feasible to increase the Greenbelt Connection service into the Town of Berwyn Heights. Mr. Orleans suggested proposing at the upcoming Four Cities meeting a flexible transportation system that all four cities could use and could be in line to receive certain federal assistance.

On page 257, Ms. Mach inquired about the \$120,000 that's budgeted for Gateway Signage. Mr. Sterling answered that the funding for the Southway signage is budgeted and handled by the Planning Department.

Based on a question asked by Ms. Davis, Mr. Sterling explained that the resurfacing of the basketball court on 2 Court Northway is not currently budgeted. The project would be done inhouse, and the cost of the project would come from the Parks account.

Ms. Davis requested that the project lighting between Ridge Road and Crescent Road heading towards the library be added to the Council's list.

There was a discussion regarding the backlog of infrastructure projects. Ms. Davis advised that the City would be receiving federal funding to complete infrastructure projects and requested that the Public Work staff, Planning staff, and Ms. Ard review the backlog and evaluate which tasks could be achieved. Ms. Ard noted that Davenport is preparing to have a follow-up work session with Council to discuss the financial policies for Council consideration.

Mr. Putens requested the City either fix or remove the path system throughout the Greenbelt Estates Homeowner Association promised over 20 years ago.

Capital Projects

On page 252, Mr. Sterling reviewed the expenditure summary and table of contents outlining the Capital Projects. Mr. Sterling requested that \$6,000 be added to the Miscellaneous Concrete Fund for the Plateau Place sidewalk project.

Building Capital Reserve Fund

Ms. Pope inquired about two unprogrammed items, the design intersection project at Lakecrest Drive and the pipes near Lakecrest Drive. Mr. Sterling answered that the relining of the pipelines at the lake is evaluated yearly, and the conditions would dictate the next steps. He noted that Ms. Hruby is handling the intersection improvements, and she had discussed them with engineers. Ms. Ard advised that the design intersection project would need State Highway Administration (SHA) support, and there was a citizen inquiry last year on the project as well. SHA advised that they would follow up.

There was a discussion regarding the American Rescue Plan Funding. Ms. Ard explained that Davenport would provide Council with an evaluation on all of the different projects to set priorities.

Informational Items

Ms. Davis provided a report on the SCMaglev Strategy Group and the RTA (Bus System for Central Maryland).

Mr. Jordan requested a finalized copy of the Four Cities Agenda be revised.

Ms. Ard noted there had been discussion regarding permitting the Schrom Hills Park pavilion because the Recreation Department has received several requests. She has shared her concerns.

Ms. Ard stated that she received confirmation of funding from County Councilmember Turner to support Greenbelt CARES, which includes Eviction Relief Funding.

Ms. Ard advised Pepco will have a ribbon-cutting ceremony for the Electronic Vehicle Charger Stations at either Schrom Hills Park or Springhill Lake Recreation Center and asked Council for their preference.

Ms. Mach left the meeting at 11:42 p.m.

The meeting ended at 11:43 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, August 11, 2021, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:41 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmet V. Jordan, Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts (7:44 pm) and Mayor Colin A. Byrd.

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

Hailey Boggs was interviewed for appointment to the Youth Advisory Committee.

The meeting was adjourned at 7:58 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, August 18, 2021, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:41 p.m. The meeting was held virtually via Zoom.

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

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

Koko Jossey was interviewed for appointment to the Youth Advisory Committee and the Board of Elections.

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

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, August 25, 2021, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:41 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmet V. Jordan, Leta M. Mach, Silke I. Pope, Edward V. J. Putens (7:45 pm), and Mayor Colin A. Byrd. Councilmember Rodney M. Roberts was absent.

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

Willis Witter was interviewed for appointment to the Forest Preserve Advisory Board.

The meeting was adjourned at 7:59 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, September 22, 2021, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmet V. Jordan, Leta M. Mach, Silke I. Pope, Rodney M. Roberts (7:48 pm) and Mayor Colin A. Byrd. Councilmember Edward V.J. Putens was absent.

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

Mary Wade was interviewed for appointment to the Senior Citizens Advisory Committee.

Mayor Byrd left the meeting at 7:46 pm.

The meeting was adjourned at 7:56 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, October 6, 2021, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:41 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Judith F. Davis, Emmett V. Jordan (7:45 p.m.), Leta M. Mach, Silke I. Pope, and Mayor Colin A. Byrd. Councilmember Edwards V.J. Putens and Rodney Roberts was absent.

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

Idris Gbadamosi was interviewed for appointment to the Advisory Committee on Education, Advisory Committee on Trees, Advisory Planning Board, Board of Appeals, Board of Elections, Ethics Commission, Forest Preserve Advisory Board, Greenbelt Advisory Committee on Environmental Sustainability, Public Safety Advisory Committee and the Youth Advisory Committee.

The meeting was adjourned at 7:59 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, December 15, 2021, for the purpose of interviewing a candidate for a City Advisory Group.

The meeting began at 7:40 p.m. The meeting was held virtually via Zoom.

Present were: Councilmembers, Colin A. Byrd, Judith F. Davis, Ric Gordon (7:44 pm), Silke I. Pope, Rodney M. Roberts, Kristen L. K. Weaver, and Mayor Emmett V. Jordan.

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

Alexander Zajac was interviewed for appointment to the Board of Elections.

The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, January 19, 2022, for the purpose of interviewing 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, Kristen L. K. Weaver, and Mayor Emmett V. Jordan. Councilmembers Silke I. Pope and Rodney M. Roberts were absent.

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

William Fishburne was interviewed for appointment to the Board of Elections.

The meeting was adjourned at 8:01 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

City Council Agenda Item Report

Meeting Date: January 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Resolution

Agenda Section: LEGISLATION

Subject:

A Resolution to Repeal and Reenact with Amendment Resolution Number 2081 to Adopt Standing Rules for the Council of the City of Greenbelt, Maryland
- 2nd Reading, Adoption

Suggested Action:

Council reviewed the Standing Rules document at its work sessions on November 17th and 29th, 2021. The resolution included in Council's packet reflects the results of that discussion.

Mayor Pro Tem Weaver 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 - StandingRules2022.pdf](#)

Introduced: Jan. 10, 2022
1st Reading: Ms. Weaver
Passed: _____
Posted: _____
Effective: _____

RESOLUTION NUMBER 2081

A RESOLUTION TO REPEAL AND REENACT WITH AMENDMENTS RESOLUTION
NUMBER 2081 TO ADOPT REVISED STANDING RULES FOR THE COUNCIL OF THE
CITY OF GREENBELT, MARYLAND

BE IT RESOLVED by the Council of the City of Greenbelt, Maryland, that the Standing
Rules of the City Council, as adopted by Resolution Number 2081, are hereby repealed and
reenacted with amendments to read as follows:

(existing language; deletions denoted by ~~strikeout~~;
additions denoted by double underlining)

**STANDING RULES FOR THE COUNCIL
OF THE CITY OF GREENBELT, MARYLAND**

January 10, 2022

**STANDING RULES FOR THE COUNCIL
OF THE CITY OF GREENBELT, MARYLAND**

June 14, 2021

I. Council Meetings

1. Regular Council Meetings

- a. In accordance with the City Charter, which prescribes that the City Council shall meet not less frequently than once each month, the following schedule is hereby established for Council to meet in regular session: Regular meetings shall be held on the second and fourth Mondays, except for the months of July, August, and December when Council shall meet on the second Monday only. When any regularly scheduled meeting falls on a declared city or religious holiday the meeting shall be held on the following Tuesday at the same hour unless otherwise provided by motion of the City Council. By agreement of a majority, the Council may dispense with or reschedule any regular meeting provided that at least one

meeting of Council shall be held in each calendar month. Such action shall be taken by motion at a regular meeting preceding the one to be changed where time permits.

- b. Regular meetings of the Council shall be held at ~~8:00~~7:30 p.m. in the Council Room of the Municipal Building unless Council, by motion, designates another time or another public place within the corporate limits of the City of Greenbelt.

2. First Meeting Following Council Election

- a. At 7:30 p.m. on the first Monday following a regular Council election or run-off election, the Council shall meet at the usual place for holding its meetings, and the newly elected members shall, upon taking the oath of office, assume the duties of office. If an emergency meeting needs to be held between the election and the first meeting, the newly elected members shall take the oath of office at this meeting, and assume the duties of the office.
- b. At the organizational meeting following a Council election, the newly elected members shall, before entering upon the duties of their office, take or subscribe to the oath or affirmation prescribed by City Charter. Such oaths or affirmations shall be made before the retiring Mayor or Mayor Pro Tem, except for the Mayor who, upon being elected, shall take the same oath before the Clerk of the Circuit Court for Prince George's County or before one of the Clerk's sworn deputies
- c. At the organizational meeting following a regular Council election, a majority of the members of Council shall choose one of its members as Mayor and shall also choose one of its members as Mayor Pro Tem. If a vacancy occurs in the office of Mayor, or in case of the Mayor's absence or disability, the Mayor Pro Tem shall act as Mayor for the unexpired term or during the continuance of the absence or disability of the Mayor.

3. Committee-of-the-Whole Meetings (Work Sessions)

Committee-of-the-whole meetings (work sessions) of the City Council may be held for the purpose of receiving and discussing information on such matters as deemed desirable and to request staff to obtain such other information as Council may request, provided that no formal actions shall be taken at such meetings and provided further that such meetings shall be open to the public. Work sessions are scheduled at convenient times based upon availability of Councilmembers. Informational items to be discussed at a work session shall be identified at the beginning of the meeting. Councilmembers may report such informational items at the end of the meeting. These informational items shall be recorded in the minutes under Other Business.

4. Closed Sessions

The Council shall have the right to meet in closed sessions, which shall be closed to the public, to consider items of a sensitive nature. Such meetings shall be held in accordance with the applicable provisions of the General Provisions Article, Section 3-305 of the *Annotated Code of Public General Laws of Maryland*. Closed sessions shall be called by the City Clerk upon the written request of the Mayor, the City Manager, or four members of Council.

5. Special Meetings

Special meetings shall be called by the City Clerk upon the written request of the Mayor, the City Manager, or four members of Council. The City Clerk shall prepare a notice of the special meeting, stating the time and place of the meeting and the subjects to be considered at the special meeting. No subjects other than stated in the notice shall be considered at the special meeting, except by unanimous consent of all members of Council. Notices of special meetings shall be served upon each member of Council and the City Manager, or left at their usual places of residence, at least two hours before the time of the meeting. It shall also be the duty of the City Clerk, immediately upon receipt of a written request for a special meeting, to make diligent effort to notify each member of Council and the City Manager, by email, text, telephone or otherwise, of such special meeting.

6. Attendance at Meetings

Members shall attend all regular and special meetings, and work sessions of the Council. If a Councilmember cannot attend a regular or special meeting of the Council because of illness or other unavoidable circumstance, the Council shall be so advised. The Council shall have the power to compel the attendance of any absent member by a majority vote of the members present at any meeting.

In the event that a councilmember is unable to physically attend the meeting and desires to participate in the meeting (including voting) by electronic means (telephone, skype, etc.), the councilmember may do so with the approval of a super-majority of the Councilmembers physically present providing:

- a. The councilmember has all the materials for the meeting in his/her possession;
- b. The councilmember can be clearly heard and understood by all those present at the meeting; and
- c. The councilmember can clearly hear and understand all those present at the meeting.
- d. If the meeting is a closed session, participation must be done in a private and confidential manner.

7. Notice of Meetings of the Council

Written notice of all public meetings of the City Council shall be posted on the bulletin board at the Municipal Building, listed on the city's cable television access channels, listed on the city Website, and shared to ~~the City's Social Media Channels~~ the City's Social Media Channels by other electronic means showing the date, time, place, and topic(s) of such meetings. Notice of regular meetings of the Council, public hearings and, insofar as possible, work sessions and special meetings shall be published in the *Greenbelt News Review* the week preceding the Council meeting and shall include a preliminary agenda or, in the case of work sessions, the topic(s) to be considered.

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8. Meetings of Council Open to the Public

All meetings of the Council, with the exception of closed sessions authorized by applicable state law, shall be open to the public. Residents of the city and others shall have a reasonable opportunity to be heard on any matter being considered at the meeting. This should be read at the beginning of each meeting and added to the top of each agenda. Persons desiring to speak on a matter being considered by the Council shall raise their hands, physically or virtually, in front of Council and, after being recognized by the presiding officer, shall identify themselves and their place of residence, shall confine themselves to the question under debate, avoid personalities, and refrain from impugning the motives of any Councilmember's argument or vote or the statements of any other resident or person. Residents of Greenbelt shall have precedence over others in being recognized. No person shall speak more than once upon any one subject until every other person choosing to speak thereon shall have spoken, and no person shall speak for a longer than three minutes at any one time without the consent of Council.

II. Presiding Officer

1. Presiding Officer

The Mayor or, in the Mayor's absence, the Mayor Pro Tem shall preside at all meetings of the Council. At the hour appointed for the Council to meet, the Mayor or, in the Mayor's absence, the Mayor Pro Tem shall take the chair and immediately call the members to order. At all regular meetings of Council, the roll shall be called by the City Clerk. The City Clerk shall enter in the minutes of all meetings the names of the members present.

2. Temporary Chair

In case of the absence of the Mayor and Mayor Pro Tem at a meeting of Council, the City Clerk shall call the Council to order. If a quorum is found to be present, the Council shall proceed to elect, by majority vote of those present, a Chair of the meeting who shall preside until the arrival of the Mayor or Mayor Pro Tem. The temporary Chair shall not preside beyond the adjournment of the meeting for which he or she was elected.

III. Quorum

A majority of the members elected to the Council shall constitute a quorum to conduct business. However, any number of members present may convene to compel the attendance of absent members.

IV. City Manager and Members of Staff

The City Manager shall have the right to take part in the discussion of all matters coming before the Council, and other members of staff shall be entitled to take part in discussions of the Council relating to their respective offices.

V. Minutes

1. Minutes of Meetings

The proceedings of the Council shall be briefly and accurately stated in the minutes. Titles of all ordinances and resolutions with their designated numbers shall be entered in the minutes and shall be preserved in a book for that purpose. The City Clerk shall keep minutes of all meetings, including special meetings, work sessions and closed sessions, and not less than three days before a regular meeting shall furnish each member of Council and the City Manager with copies of minutes of preceding meetings. Minutes of regular meetings should be presented for Council's approval within 30 days, unless there are mitigating circumstances reported to Council.

Under the General Provisions Article 3-306(B)(2)(i) of State Law which states that minutes of meetings are not required if live and archived video is available, the video of Council meetings will serve as meeting minutes until the written minutes of the meetings are approved by Council.

2. Minutes Open to Public Review

Minutes of regular meetings, special meetings, public hearings, public meetings, and work sessions shall be available for review in the City Clerk's office during regular office hours. However, minutes shall not be available until approved by the Council in regular meeting. Approved minutes are also posted on the City website. Minutes of closed sessions of the Council held in accordance with applicable state law shall not be open to public inspection.

3. List of Action Items

Following each work session a list of action items shall be prepared and provided to Council. A thank-you letter should be sent out after all stakeholder meetings listing the three top action items that was discussed.

VI. Duties and Privileges of Members

1. Seating Arrangement

Members shall occupy the respective seats at the Council table assigned by the Mayor at the organizational (Charter) meeting. Any two or more members may exchange seats by joining in a written notice to the Mayor to that effect.

2. Right to Floor

- a. Before speaking on any matter, a member shall seek the floor by addressing the presiding officer and, once recognized by the chair, shall confine comments to the question under debate, avoid personalities, and refrain from impugning the motives of any other member's argument or vote. No member of Council shall interrupt another without that member's consent. To obtain such consent, the member shall first address the presiding officer.
- b. Members of Council shall not raise personnel matters pertaining to alleged improper performance or conduct of any city employee(s) or Council appointee(s) at a public Council meeting. Any concerns about the conduct or performance of any city employee(s) or Council appointee(s) shall be brought to the attention of the City Manager, or an closed session of Council may be requested to discuss the personnel matter.
- c. As a practice City Council sets policy and budget priorities within the scope of its local jurisdictional authority and on matters directly related to its local sphere of influence. As a body, City Council shall not generally take positions on foreign, national, or regional issues that do not directly affect the conduct of the City's business.

3. Right of Appeal

Any member may appeal to the Council for a ruling on a decision of the presiding officer. The member making the appeal may briefly state the reason for the appeal, and the presiding officer may explain the ruling. However, there shall be no debate on the appeal. The presiding officer shall put the question: "Shall the decision of the Chair be sustained?" If a majority of the members present vote "yes," the ruling of the Chair is sustained; otherwise, it is overruled.

4. Limitation of Debate

No member shall be allowed to speak more than once upon any one subject until every other member choosing to speak thereon shall have spoken, and no member shall speak for a longer time than five minutes without consent of Council.

5. Voting

- a. When a question is put, every member present or attending remotely by electronic means shall vote either in the affirmative, the negative or abstain. Any member shall be entitled to abstain so long as such member gives a reason for abstaining and such reason falls within one of the following:

1. When to vote would or could be considered improper pursuant to the City and State Ethics Laws.
2. When to vote could or may show bias for or against a person, organization or business that the member has a close personal relationship with thus reflecting poorly on the member and the office such member holds.
3. When for any other reason a member is not comfortable voting and has given the Chair a reason for requesting to abstain so long as excused by the Chair or Council by vote as provided for herein below.

Application to be excused from voting shall be made to the Chair before the votes are called for. After the member has briefly stated the reason for the request to be excused, the decision thereon shall be made by a super-majority of councilmembers present without debate.

Except as provided in the City Charter or these rules, all voting shall be by voice vote or by such other method as a majority of the Council shall decide for any particular vote.

- b. The “yeas” and “nays” (i.e., a vote by roll call) shall be taken upon the passage of all ordinances and resolutions and upon demand of any member made before the negative vote has been called for. Each Councilmember’s name shall be called in alphabetical order, except that the presiding officer shall be called to vote last. It shall not be in order for members to explain or comment upon their votes during roll call. A record of the “yeas” and “nays” and not voting on any roll call vote shall be entered upon the minutes of the proceedings of the Council.

6. Personal Privilege

The right of a member to address the Council on a question of personal privilege shall be limited to cases in which his or her integrity, character, or motives are assailed, questioned, or impugned.

7. Dissents and Protests

Any member shall have the right to express dissent from or protest against any ordinance, resolution, or act of Council and have the reason therefor entered upon the minutes. Such dissent or protest must be filed in writing, couched in respectful language, and presented

to Council no later than the next regular meeting following the date of passage of the ordinance or resolution or action objected to.

8. Disorderly Conduct or Violation of Rules

A member of Council indulging in any language or conduct unbecoming a Councilmember shall be called to order by the presiding officer and, in such case, the offending member shall lose the floor and shall not proceed without the approval of a majority of members present. The Council may, by a vote of not fewer than six members, expel a member from a meeting for disorderly conduct or the violation of Council rules.

9. Demonstration or Disorder Among Bystanders

If any confusion, demonstration or disorder arises in the Council chamber, the presiding officer may, upon his or her initiative or upon the request of any member, enforce order. If the offending person or persons be a spectator, such person or persons may be ejected from the chamber. If any member of Council shall object to the ruling of the presiding officer, such member shall have the right to appeal to the Council.

VII. Council Procedure

1. Order of Business

The business of all regular meetings of Council shall be transacted in the following order, with items under "Other Business" to be listed in the order of greatest public interest. For the printed agenda, such determination shall be made by the City Manager, provided that, as an organizational matter, the order of business may be modified at the meeting by the presiding officer, with the consent of Council or by a motion of Council.

2. Agenda

I. Organization

Call to Order

Roll Call

Meditation and Pledge of Allegiance to the Flag

Consent Agenda – Staff Recommendations

Approval of Agenda and Additions

II. Communications

Presentations

Public Hearings

Petitions and Requests

Minutes of Council Meetings

Administrative Reports

Committee Reports

III. Legislation

Ordinances – Second Reading

Resolutions – Second Reading

Ordinances – First Reading

Resolutions – First Reading

IV. Other Business

Council Activities *

Council Reports *

V. Meetings

* Council Reports and Council Activities will be done at the regular meeting only if time allows. Council Reports and Council Activities may also be done at any work session. No member shall speak for more than five minutes without the consent of a simple majority of Council.

VIII. Agenda

1. The Printed Agenda

- a. The City Manager shall include on the agenda any item at the request of any ~~of the~~ member of Council, provided that the member of Council shall have furnished to the City Manager a ~~description~~ proposal in writing of the item for Council to enact or take other action on, and all relevant background and supporting documents to be shared with City Council and members of the public in time for inclusion with the printed agenda. The City Manager shall notify Council of this addition.
- b. At least two days before each regular meeting, the City Manager shall provide each member of Council at his or her home a copy of the agenda for the forthcoming meeting, together with copies of all ordinances, resolutions, and background material of matters to be considered at the meeting. Members of Council who do not wish to have such material delivered to their homes may so inform the City Manager and make other arrangements.
- c. Copies of the agenda and agenda comments shall be posted on the City website and on the bulletin board in the Municipal Building the Friday prior to each regular meeting. A reasonable number of copies of the agenda and agenda comments shall be available to the public at the Council meeting or earlier upon request, as available. If requested by candidates, printed copies of the agenda packet—less any material of a confidential nature but including the agenda, agenda comments, minutes of previous meetings, and background and briefing materials—shall be provided to certified candidates.

2. Approval of Agenda; Consent Agenda

- a. As an item of business under Section I, Organization, the Council shall review the agenda and the consent agenda. Any member of Council or the City Manager may request the addition of an item to the agenda, or may request the removal of an item from the consent agenda so that it may be considered as a separate item of business. A request for the addition of an item to the agenda, or the removal of an item from the consent agenda, shall be a matter of consideration and shall be voted upon at the time the Council considers approval of the agenda or consent agenda, and Council action shall be reflected in the minutes of the meeting.
- b. Any member of Council who will be absent from a meeting may request that an agenda item or consent agenda item be postponed. Such a request for deferral, giving the reasons for the request, shall be submitted in writing or by telephone to the City Clerk. A request for deferral shall be a matter of consideration and shall

be voted upon at the time the Council considers approval of the agenda or consent agenda, and Council action shall be reflected in the minutes of the meeting.

- c. The consent agenda shall be used for the group disposition of routine and minor items of business, such as approval of minutes, acceptance of board/committee reports, and such other items as designated by the City Manager. Consent agenda items will be specially identified as such. For each item of the consent agenda, Council will receive a written staff recommendation.
- d. Ordinances and resolutions, matters requiring a roll call vote or the consent of six members of Council, and items added to the agenda at the meeting shall not be placed on the consent agenda.
- e. Unless an item set forth in the consent agenda is requested to be considered separately by any member of Council or is postponed (see above), the Council, by a single motion, shall adopt the recommendations of the City Manager as set forth in writing for each item included in the consent agenda. The approved recommendations for each consent agenda item, however, shall be set forth separately in the minutes of the meeting.

3. Minutes

Reading of the minutes of the preceding meeting shall not be required unless so requested by a member of Council or unless written copies have not been provided each member of Council.

4. Petitions and Requests

Petitions and requests are defined to include any communication addressed to the City, City Manager, Council (as a body) or all individual members of Council, making any specific or general request requiring Council action. Written communications shall be first received by the Council, after which the Council shall receive petitions and requests from residents of the City present physically or virtually at the meeting. Such petitions and requests shall be heard by the Council as communications and shall not be subject to consideration or deliberations at that time. Each petitioner shall be allowed five minutes in which to state the nature of the petition and may submit such additional written information as the petitioner deems appropriate. The petitioner may be granted additional time with the consent of the Council. Where more than one person is present on behalf of the same petition, one person shall be designated principal spokesperson, and other persons shall be recognized only for the purpose of clarifying the request being made. Upon a petition or request being presented, the Council shall take one of the following actions:

- Refer to city staff for handling and disposition. The petitioner and Council shall be apprised of the disposition made within 90 days if possible.

- Refer to city staff or to an advisory board or committee for investigation, evaluation, and report to the Council at a future meeting.
- Add to the agenda of a subsequent meeting.
- By motion duly adopted, place the matter on the agenda of the current meeting.

A listing of Petitions and their status shall be posted on the City website.

5. Communications Not Requiring Council Action

If a written communication addressed to the Council does not require Council action, the City Clerk shall send copies to the members of Council, together with copies of any replies made to the communication, and the matter shall not be placed on the agenda unless a member of the Council or the City Manager requests that it be considered.

6. Anonymous Communications

Anonymous communications shall not be considered by the Council.

IX. Ordinances and Resolutions

1. Introduction

Ordinances and resolutions shall be introduced in the Council only in printed or in written form. All ordinances—except ordinances making appropriations and ordinances codifying or rearranging existing ordinances or enacting a code of ordinances—shall be confined to one subject, and the subject or subjects of all ordinances shall be clearly expressed in the title. An ordinance or resolution may be introduced for first reading by the reading of its title by any member of Council and a second is not required.

- a. Resolutions are used to set forth legal decisions and official positions of the City Council, to approve contracts, to set policy and to implement programs.
- b. Ordinances are used to update the City Code and Charter and to adopt measures as required by State law.

2. Distribution of Copies

Copies of all ordinances and resolutions shall be prepared for distribution to all members of Council, the City Manager, and the City Clerk at the meeting at which the ordinance or resolution is introduced. Whenever any member of the Council is absent from such meeting, the City Clerk shall arrange to have copies delivered.

3. First Reading

The first reading of an ordinance or resolution shall be for information. If there is no objection, the proposed ordinance or resolution shall go on the calendar for the next meeting of Council. There will generally be no public debate or testimony on the first reading of an ordinance or resolution. Council may ask questions or for clarification as to intent.

4. Review and Referral

- a. All proposed ordinances and resolutions shall be reviewed by the City Manager and/or City Solicitor before being presented for second reading and adoption. The City Manager shall provide a brief digest of the provisions thereof, and, where it is proposed to amend an existing ordinance or resolution, such digest shall indicate the changes sought to be made.
- b. If the Council so desires, any pending ordinance or resolution may be referred to any standing or special committee for study and recommendation or to the City Manager for study, recommendations, redrafting, etc.

5. Amendments

When a proposed ordinance or resolution is substantively amended upon either its first or second reading, the amended ordinance or resolution shall be considered to have had its first reading only and must be read on a second day, unless the requirement for reading it on two separate days shall be dispensed with by a vote of not fewer than six members of Council, as prescribed by the City Charter (see 8 b.).

6. Appropriation Ordinances

Ordinances making appropriations shall be confined to the subject of appropriations. Each proposed ordinance providing for an appropriation shall show fully the purpose of the appropriation and the source from which the funds are to be derived. The City Manager shall submit a written recommendation on each appropriation ordinance showing what effect the ordinance would have on the annual budget.

7. Ordinance to Issue Bonds

Ordinances to issue bonds shall meet all the requirements of the City Charter and applicable statutes.

8. Adoption

- a. After an ordinance or resolution has received a first reading, it shall be placed on the agenda for second reading at the next meeting of Council. When a proposed ordinance or resolution comes up for second reading, it may be deferred for further study, deferred to a future meeting of Council, amended, or adopted. No

ordinance or resolution shall be adopted until it has been read on two separate days, unless the requirement for reading it on two separate days shall be dispensed with by a vote of not fewer than six members of Council. The final reading of each ordinance and resolution shall be in full unless a written or printed copy thereof shall have been furnished to each member of Council prior to such reading. The "yeas" and "nays" shall be taken upon the adoption of all ordinances and resolutions and entered in the minutes of the proceedings of the Council.

b. Dispensing of Reading on Separate Days

A roll call of the "yeas" and "nays" shall be taken on a motion to dispense with the requirement of reading an ordinance or resolution on two separate days (Charter ref. Sec. 9). When a motion to suspend the rules to dispense with the requirement for reading of an ordinance or resolution on two separate days fails to receive an affirmative vote of six members, the ordinance or resolution shall go over to the next regular meeting of the Council.

c. Vote on Ordinances Revising Appropriations and Resolutions to Transfer Funds

As required by Maryland law, ordinances revising appropriations and resolutions transferring funds shall require a vote of not fewer than six members of Council.

9. Enacting Clauses

The enacting clause of all ordinances shall be "Be It Ordained by the Council of the City of Greenbelt, Maryland." The enacting clause of all resolutions shall be "Be It Resolved by the Council of the City of Greenbelt, Maryland."

10. Effective Date

All ordinances and resolutions passed by the Council shall take effect at the time indicated therein, but not less than ten days after the date of their adoption, except ordinances and resolutions of an urgent nature, which may by direction of Council become effective on date of adoption.

11. Authentication and Publication

Upon its adoption, each ordinance or resolution shall be authenticated by the signature of the Mayor and the City Clerk and shall be recorded upon a book kept for that purpose. Each ordinance and resolution shall be published as soon as possible after its adoption by posting it in a public place or places for ten days or, when required, by publishing it once within ten days in a newspaper of general circulation in the city, or both.

X. Rules of Order

1. Precedence of Motions

When a question is before the Council, motions shall have the following precedence and no motion of lesser precedence may be addressed until the motion of higher precedence is voted upon. The order [from highest to lowest precedence](#) is: a) to adjourn which is not debatable; b) to fix the hour of adjournment; c) to lay the question or issue on the table indefinitely or to a time certain; d) to call for the previous question; e) to refer; f) to amend. All motions noted herein shall be addressed to the Mayor (or Chairperson of the meeting if the Mayor is absent) and shall be voted upon by the Council after discussion by the Council and interested members of the public. Comments by the public regarding the above motions (except a motion to adjourn) shall be limited to three (3) minutes.

2. Motions to Be Stated by Chair

When a motion is made and seconded, it shall be stated by the Chair before debate. Any member may demand that it be put in writing.

3. Withdrawal of Motion

A motion may not be withdrawn by the mover without the consent of the member seconding it.

4. Motions Made Out of Order

The Chair may, at any time, with the approval of at least six members of Council permit a member to introduce an ordinance, resolution, or motion out of the regular order.

5. Motion to Adjourn - When Not in Order - Not Debatable

A motion to adjourn shall be in order at any time, except as follows: a) when repeated without intervening business or discussion; b) when made as an interruption of a member while speaking; c) when the previous question has been ordered; and d) while a vote is being taken. A motion to adjourn is not debatable.

6. Motion to Lay on the Table

A motion to lay on the table shall preclude all amendments or debate on the subject under consideration. If the motion shall prevail, the consideration of the subject may be resumed at any time by a majority vote under other business, at the same or at a subsequent meeting. A motion to table is not debatable.

7. Call the Question

Any member of Council may at any time Call the Question on a motion previously made which has had any number of proposed amendments thereto so long as such motion receives a second. Once a second to this motion is received all debate shall cease regarding any proposed amendments and the Council shall vote on the Call the Question motion without debate. If approved by a majority of a quorum of the Council, then Council shall immediately and without debate or public comment vote on only the motion previously made with the last amendment. All other amendments shall be considered as failed. If such vote passes by a majority, the Council shall move to the next item on its agenda. If the main motion fails, the secondary motion and all subsequent amendments will again be before the Council for debate and possible action. Any motions still pending at this time will be deemed lost.

8. Division of Question

If a question contains two or more divisible propositions, the presiding officer, upon request of a member, may divide the same.

9. Amend - Strike Out, etc.

On an amendment to "strike out and insert," the words to be struck out and those to be inserted shall be read, and finally the sentence or paragraph, as it would stand if so amended, shall be read.

10. Amend an Amendment

A motion to amend an amendment shall be in order, but one to amend an amendment to an amendment shall not be introduced. An amendment modifying the intention of a motion shall be in order, but an amendment relating to a different matter shall not be in order.

11. Motion to Postpone

All motions to postpone to a certain time, excepting a motion to postpone indefinitely, may only be amended as to time. If a motion to postpone indefinitely is carried, the principal question shall be declared lost.

12. Reconsideration

After the decision on any question, any member who voted with the prevailing side may move a reconsideration of any action at the same or the next meeting. A motion to reconsider shall require the approval of at least four members of Council. After a motion for reconsideration has once been acted on, no other motion for reconsideration thereof shall be made without unanimous consent of all members of Council.

13. Suspension of Rules

Any provisions of these rules not governed by the Charter, state law, or ordinance may be temporarily suspended at any meeting of the Council by a vote of not fewer than six members of Council. The vote on any question to suspend the rules shall be by "yeas" and "nays" and shall be entered in the minutes.

A motion to suspend the rule requiring two readings on separate days shall be debatable and, upon such motion, the main question shall be open for debate.

14. Procedure in Absence of Rule

In the absence of a rule to govern a point of procedure, reference shall be had to the approved practice in parliamentary bodies.

15. Special Order

To make any subject a special order of business shall require the consent of the majority of members of Council present.

16. Tie Vote

In case of a tie in the vote on any proposal, the proposal shall be considered lost.

17. Special Committees

a. From time to time, the Council may set up Special Committees to act on special occasions or to perform other duties. Special committees may be created only by adoption of a resolution, which resolution shall clearly outline the function, authority, and responsibility of the committee, the number of persons to be on the committee, method of selection or appointment of members of the committee, reports to be required of committee, expiration date of committee, and any other pertinent information necessary for the proper functioning of the committee. Such Special Committees may also be called Task Forces.

b. Powers

No committee of any kind shall have the power of employing any person for, or on behalf of, the city or incurring any expense without prior authorization of the City Manager. The committee may request the City Manager to furnish information and assistance which may be granted, provided it is pertinent to the matter before the committee and is not in violation of provisions of the Charter or policies established by the Council.

c. Report of Committees

Committees shall submit reports from time to time as requested by the Council or the City Manager. All reports shall be in writing, and sufficient copies shall be made available for each member of Council, the City Manager, and the City Clerk.

XI. Miscellaneous

1. To Amend Rules

These rules may be amended or new rules adopted in the same manner as any other resolution is passed, except that the requirement for reading may not be waived except by unanimous consent, with a recorded vote of all members.

2. Request for Meetings by Other Parties

The Mayor and members of Council often encounter requests for meetings related to City business either with the Mayor, a member of Council, or more than one member of Council from outside parties (developers, stakeholders, elected officials, etc.). Such requests should be made known to the entire Council prior to any meeting taking place. Notification of such a request can be at a scheduled work session or meeting of the City Council or, in the case of an emergency, by direct communication from the Mayor or member of Council who was requested to meet. Unless agreed upon by a majority of Council, all members of Council may attend any such requested meeting. Further, any such meeting including four or more members of Council shall be publicized and open to the public unless a Closed Session has been properly requested.

Nothing herein shall apply to contacts made by outside parties with members of Council at a political or social function. It is understood that contacts of this type need not be reported to the entire City Council at the next regularly scheduled meeting or work session unless a request is made by such party that requires Council action.

3. Council Recognitions

Council may issue Proclamations or Letters in recognition of certain events or causes with local implications, etc. It will be the decision of the Mayor whether to issue a Proclamation or a Letter.

Generally, proclamations are official (formal) declarations by City Council and letters are official recognitions by City Council.

4. Virtual Council Meetings

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[Members of Council are required to be visible at all times.](#)

DRAFT

City Council Agenda Item Report

Meeting Date: January 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: LEGISLATION

Agenda Section: LEGISLATION

Subject:

An Ordinance To Amend Chapter 12, "Parks And Recreation," Article Ix, "Forest Preserve," Of The Greenbelt City Code For The Purpose Of Designating A City-Owned Parcel As Forest Preserve Area (Greenbriar Preserve)

- 2nd Reading, Adoption

Suggested Action:

On September 13, 2021, City Council approved the designation of Greenbriar Park as a Forest Preserve Area. Staff has prepared a ordinance amending Chapter 12, "Parks and Recreation," Article IX, "Forest Preserve," of the Greenbelt City Code for the purpose of designating Greenbelt Park a Forest Preserve Area (Greenbriar Preserve).

Ms. Davis introduced this ordinance for first reading at the last meeting. It is recommended the ordinance be introduced for second reading and moved for adoption tonight.

Attachments:

[Ordinance.pdf](#)

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

ORDINANCE NUMBER XXXX

AN ORDINANCE TO AMEND CHAPTER 12, "PARKS AND RECREATION," ARTICLE IX, "FOREST PRESERVE," OF THE GREENBELT CITY CODE FOR THE PURPOSE OF DESIGNATING A CITY-OWNED PARCEL AS FOREST PRESERVE AREA (GREENBRIAR PRESERVE)

WHEREAS, the City of Greenbelt has adopted a Forest Preserve program for the purpose of recognizing, designating, managing, and maintaining certain open space and naturally wooded areas as forest preserve; and

WHEREAS, the Forest Preserve program establishes criteria for the use and management of such designated areas; and

WHEREAS, the City has decided to extend the protections of the Forest Preserve program to additional City-owned open and naturally wooded areas. NOW, THEREFORE,

BE IT ORDAINED by the Council of the City of Greenbelt, Maryland, that the parcel hereinafter referred to as the Greenbriar Preserve is designated and established as a Forest Preserve area, as described herein, and that Chapter 12 of the City Code is amended to read as follows:

**CHAPTER 12
PARKS AND RECREATION**

ARTICLE IX. FOREST PRESERVE

Sec. 12-152. Designated forest preserve areas.

- a. The North Preserve shall be defined as that area held in ownership by the City of Greenbelt and located north of Northway, west of the Baltimore-Washington Parkway, south of the corporate city limits, and east of Ridge Road, comprised of legal parcels described as Map 27, Grid A2, Parcel 10, consisting of 102.5869 acres; Map 27, Grid B2, Parcel 17, consisting of 13.90 acres; Map 27, Grid A1, Parcel 19, consisting of 24.3363 acres; Map 27, Grid B3, Parcel 20, consisting of 4.079 acres; and Map 27, Grid A3, Parcel 12, consisting of 10.6427 acres; excluding those areas designated for location of the observatory and appurtenance improvements, and a yard waste collection location and described as follows: Beginning at the southwest property corner and extending east for a distance of 1025 feet, then extending north at a 90 degree angle for a

distance of 275 feet, then extending east at a 90 degree angle for a distance of 450 feet, then extending south at a 90 degree angle for a distance of approximately 275 feet to its intersection with the southern property line.

- b. The South Preserve shall be defined as that area held in ownership by the City of Greenbelt and located south of Northway, west of the Baltimore-Washington Parkway, and east of Ridge Road, comprised of legal parcels described as Map 27, Grid A3, Parcel 6, consisting of 20.4667 acres; Map 27, Grid A3, Parcel 7, consisting of 17.1919 acres; Map 27, Grid A3, Parcel 8, consisting of 11.8707 acres; Map 27, Grid A4, Parcel 9, consisting of 11.8707 acres; Map 27, Grid A4, Parcel 11, consisting of 9.34 acres; and Map 27, Grid A4, Parcel 21, consisting of 10.1552 acres.
- c. The Boxwood Preserve shall be defined as that area held in ownership by the City of Greenbelt and located north of Crescent Road, west of Lastner Lane, south of Ivy Lane, and east of Ridge Road, comprised of the legal parcel described as Map 26, Grid D3, Parcel 56, consisting of 8.81 acres; excluding those areas improved for active use and recreation, and described as follows:
 - (1) The basketball court area located in the northwest corner of the Boxwood Preserve, consisting of .69 acres, and extending from the property corner at the point of intersection of Ridge Road and Ivy Lane, east along the Ivy Lane property line for a distance of 200 feet; and then extending south at a 90-degree angle for a distance of 150 feet; and then extending west at a 90-degree angle to the property line along Ridge Road for a distance of 200 feet; and then extending north along the Ridge Road property line for a distance of 150 feet to the point of origin.
 - (2) The playground and picnic area, located in the northeast to north central quadrant of the Boxwood Preserve, consisting of 2.2 acres, more or less, and extending from the property corner at the point of intersection of Ivy Lane and Lastner Lane, and extending south along the Lastner Lane property line for a distance of 430 feet; and then extending northwest at a 70-degree angle for a distance of 350 feet; and then extending north for a distance of 110 feet; and then extending northeast to the point of origin.
- d. The Belle Point Preserve shall be defined as that area held in ownership by the City of Greenbelt and located south of the Greenbelt Lake; adjacent to Map 26, Parcel 81; northwest of Vanity Fair Drive; and east of I-495, comprised of the legal parcel described as Map 26, Parcel 59, consisting of 10.0 acres; except that an area located adjacent to the Belle Point subdivision, adequate in size and dimension to accommodate playground, picnic or similar neighborhood recreation amenities, as designated by the City Council, shall be considered excluded from the area included in the Forest Preserve and shall not be regulated by the provisions of this chapter.
- e. The Sunrise Preserve shall be defined as that area held in ownership by the City of Greenbelt and located northwest of the Capital Beltway, Route I-495, north of Parcel B held in ownership by the City of Greenbelt, south of the Maryland Trade Center Parcel B, and southwest of the terminus of Hanover Drive, comprised of the legal

parcel described as Tax Map 34, Grid E2, Parcel A and consisting of 9.9591 acres, more or less.

- f. The Greenbriar Parcel shall be defined as that area held in ownership by the City of Greenbelt and located at the southwest corner of the intersection of Hanover Parkway and Mandan Road comprised of the legal parcel described as Tax Map 35, Grid A1, Parcel 202 and consisting of 7.0 acres; excluding the area immediately adjacent to the Hanover Parkway and Mandan Road rights-of-way that are maintained to accommodate bus amenities and sight lines at the intersection of the two roadways.

* * * * *

Passed by the Council of the City of Greenbelt, Maryland, at its regular meeting of _____, 2022.

Emmett V. Jordan, Mayor

ATTEST:

Bonita Anderson, City Clerk

Key:

Underscoring indicates language added to existing law.

Overstriking indicates language deleted from existing law.

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

City Council Agenda Item Report

Meeting Date: January 24, 2022

Submitted by: Holly Simmons

Submitting Department: Planning

Item Type: ORGANIZATION

Agenda Section: OTHER BUSINESS

Subject:

Greenbelt Road Corridor Plan TLC Project staff briefing

Suggested Action:

The City is working with the consulting firm Kittelson & Associates to produce the Greenbelt Road (MD 193) Corridor Plan, which focuses on a nearly two-mile segment of Greenbelt Road between Baltimore and Kenilworth Avenues. The plan is intended to create a cohesive vision for the future of the corridor and is seen as a next step in building on the recommendations of the 2018 Urban Land Institute (ULI) report Creating a Future for Greenbelt Road/MD-193, which was prepared for the same portion of Greenbelt Road. A public visioning meeting is planned for February 10, 2022. The final report, anticipated in Summer 2022, will identify short- and long-term recommendations for the corridor, proposed next steps, and potential funding sources. This project is made possible by a grant from the Metropolitan Washington Council of Governments Transportation Land-Use Connections (TLC) program.

Attachments:

City Council Agenda Item Report

Meeting Date: January 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

American Rescue Plan Act (ARPA) Engagement Plan

Suggested Action:

Reference: Proposal - Greenbelt ARPA Engagement Plan Implementation

Attachments:

[Proposal - Greenbelt ARPA Engagement Plan Implementation.pdf](#)

January 18, 2022

Timothy George, Interim City Manager
City of Greenbelt
25 Crescent Road
Greenbelt, MD 20770

Subject: American Rescue Plan Act (ARPA) Community Engagement Plan Implementation

Dear Tim:

We appreciate the City of Greenbelt's interest in having Raftelis assist with the implementation of the City's ARPA Community Engagement Plan. We have extensive experience with this type of work and would be pleased to continue to work with the City. This letter discusses the potential for this engagement.

Approach

The following outlines a draft scope of work for prioritizing ARPA investments through extensive community engagement. This work plan will be modified to reflect the final Engagement Plan, as adopted by the City.

Activity 1: Project Kick Off and Management

We will begin by conducting a virtual meeting with the Project Team to finalize the ARPA Community Engagement Plan, based on the feedback from the City Council at their December 20, 2021 work session. We will also discuss the timeline for the engagement process.

ACTIVITY 1 DELIVERABLES:

- Final Community Engagement Plan with timeline

Activity 2: Conduct Stakeholder Engagement

Based upon the approved Community Engagement Plan, our team will develop communications materials in concert with the City, both to advertise the upcoming community engagement events and to use during the events. We will develop and maintain a community "Bang the Table" website to discuss the key categories for ARPA funding and solicit ideas for potential project areas and specific projects. Bang the Table is an online community engagement platform which will allow the City to create a community discussion board regarding various topics. Through the use of online forums, surveys, polls, idea boards, and more, the platform can garner input directly from a broad cross-section of stakeholders and provide data analytics to assist the City in prioritization.

We will conduct three (3) community meetings – open to the public – to provide for in person engagement and face-to-face dialog. At these meetings, we will educate the community on ARPA funding, identify the City's focus areas outlined in the Community Engagement Plan, and solicit ideas for potential project areas and specific projects. The meetings will be designed to allow everyone to share their voice and to actively participate and engage in the process.

We will also conduct four (4) virtual focus group sessions, focused on key stakeholder categories, as outlined in the Community Engagement Plan. These focus groups with various sectors of the community are where we will further broaden the range of insights and viewpoints on the themes that have emerged to date. We will discuss key categories for ARPA funding and solicit ideas for potential project areas and specific projects. As an alternative, we will train, equip, and support City staff to conduct these focus group sessions.

Our firm has experience in reaching out to diverse communities and engaging with them “where they are.” While we actively solicit diverse and representative participation from all sectors of the community in the structured meetings, we understand and appreciate that additional encouragement may be necessary to reach other community members. We typically try to host events in local neighborhood recreation or community centers to ensure that transportation and location or even issues such as childcare are not barriers for participation. We will work with the Project Team to identify potential incentives for participation. We will also ensure discussion with key stakeholders in various local groups who may represent specific interests based upon cultural or historical influences. Our engagement approach is based upon two-way dialog and mutual respect.

ACTIVITY 2 DELIVERABLES:

- Text for City’s use in messaging and notifications
- Development and maintenance of ARPA website (if selected by City)
- Three community meetings (in person)
- Four stakeholder focus groups (virtual)

Activity 3: Summarize Allocation Opportunities

At the conclusion of the above tasks, our team will prepare an Engagement Summary incorporating all input received. Based upon this wide range of issues, priorities, and supporting information developed from across the Greenbelt community, our team will summarize everything learned during community engagement from the virtual focus groups, community meetings, and the online engagement. We will ensure that all ideas are included in an appendix of the Engagement Summary so ideas are not lost.

We will review the ARPA allocation opportunities with the City’s Project Team and make adjustments as necessary based upon feedback received. We will conduct one work session with the Mayor and Council to review our Engagement Summary and allocation opportunities.

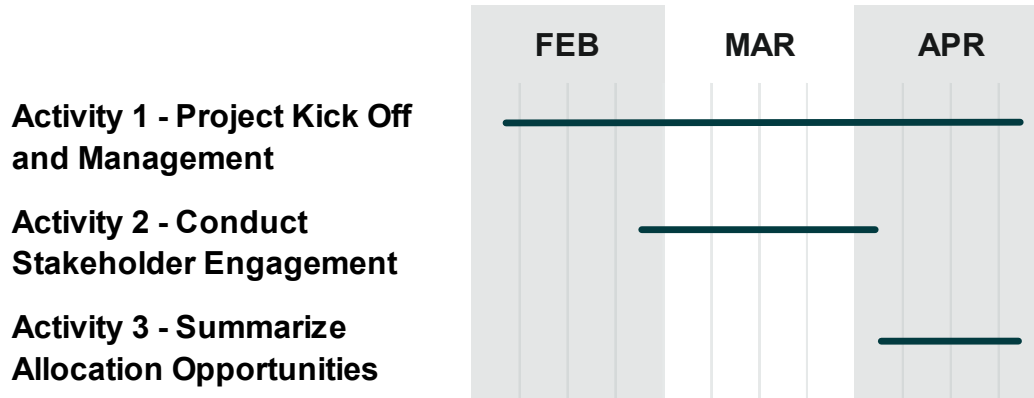
Following the work session, a final Engagement Summary will be provided to the City for prioritization and decision making regarding the ARPA investments in the City.

ACTIVITY 3 DELIVERABLES:

- Draft and final Engagement Summary
- Work session with Council to review Engagement Summary

Timeline

A draft timeline is included. We expect to refine this with the City during Activity 1. This is only a draft and subject to the capacity of the City to identify stakeholders and conduct meeting notification. The timeline can be modified to accommodate longer periods of stakeholder engagement if requested.



Fee

The total fixed fee to complete the scope of work outlined in this proposal is \$48,500, which includes all professional fees and expenses.

Activity	Fee
1. Project Kick off and Management	\$6,012
2. Conduct Stakeholder Engagement	\$25,585
3. Summarize Allocation Priorities	\$16,904
Total	\$48,500

Should the City wish to utilize Bang the Table, an additional fee of \$5,000 will be invoiced, a direct pass through to Bang the Table.

We look forward to the opportunity to again serve the City. If you have any questions, please do not hesitate to contact Michelle Ferguson, Project Manager, at mferguson@raftelis.com.

Sincerely,

Julia Novak
Executive Vice President

City Council Agenda Item Report

Meeting Date: January 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Recreation Department Proposed Merger with the Greenbelt Museum

Suggested Action:

Reference: Memorandum - G. Varda and M. Searing Young - Dec. 29, 2021

Recreation Department Proposed Merger with the Greenbelt Museum

Over the past two decades, arts and cultural programming has greatly expanded under the auspices of Greenbelt Recreation. Further, The Recreation Department has enjoyed many opportunities for both administrative and programmatic collaboration with the Greenbelt Museum. The Recreation Director and the Museum Director agreed to explore the possibility of merging the Greenbelt Museum with the Recreation Department, following several conversations in late 2021. The proposed merger will make our collaborations easier and more seamless as well as making additional new collaborations easier in the future. Attached is a memo explaining the benefits of the merger.

The Acting City Manager met with Mr. Varda and Ms. Searing Young and supports the recommendation and advises City Council refer this recommendation to Advisory Boards and Committees as appropriate.

Greg Varda, Recreation Director and Megan Searing-Young, Museum Director, will be present to answer questions.

Attachments:

[Memorandum - G. Varda and M. Searing Young - Dec. 29, 2021](#)

Memorandum

To: Tim George, Acting City Manager

From: Greg Varda, Recreation Director
Megan Searing Young, Museum Director

Date: December 29, 2021

Re: Recreation Department Proposed Merger with the Greenbelt Museum

Proposed Merger with the Greenbelt Museum

As Greenbelt Recreation's arts and cultural programming have expanded, the Department has enjoyed many opportunities for both administrative and programmatic collaboration with the Greenbelt Museum. These have included stand-alone events such as Greenbelt's 75th Anniversary celebration, as well as annual programs such as Black History Month, Greenbelt Day, Juneteenth, Celebration of Spring, and the Fall Festival. The Museum has contributed educational content to Creative Kids Camp (CKC), made the Museum house available for CKC movie musical filming, and lent artifacts for use in theatrical productions. The Museum has carried reproductions of a Greenbelt-themed art installation in their gift shop, and raised funds through the Art and Craft Fair. Museum, Arts and Community Planning staff have collaborated in the development of interpretive materials for Greenbelt's public art holdings. Greenbelt Recreation has provided ongoing promotional support for Greenbelt Museum programs through quarterly activity guides, the arts website, arts email blasts, alignment and cross-promotion of Artful Afternoons with Sunday Museum hours, and ongoing verbal recommendations.

The Recreation Director and the Museum Director agreed to explore the possibility of merging the Greenbelt Museum with the Recreation Department, following several conversations in late 2021. The proposed merger will make our collaborations easier and more seamless as well as making additional new collaborations easier in the future. This transition would bring value to both the Recreation Department and the Museum at minimal cost to either department. The Museum's current position within the City's Administration Department is not a natural fit as that department is not an outward facing entity, nor is it involved in programming.

The remainder of this memo outlines many of the benefits that such a move would bring about. For the reasons outlined below, the Recreation Director and Museum Director recommend that the Greenbelt Museum should move from Administration to the Recreation Department.

Benefits of Rearrangement

Expansion of Both Departments' Reach

In the past, the Museum has participated in some of the annual events that the Recreation Department sponsors at Springhill Lake Recreation Center and Schrom Hills Park, but needs to do much more to be sure that residents of all areas of Greenbelt are learning about the community's significant history. The combining of resources will increase the amount of outreach that both departments can achieve as well as expanding the content of that outreach. Greenbelt Recreation can offer the Museum the benefits of our powerful RecTrac database, while the Museum can offer Recreation reciprocal exposure through its highly successful blog, walking tours, and the future Visitor and Education Center.

Staffing Advantages

The Recreation Department employs many part-time non-classified staff. The Museum, with just one full time employee, the Director, and one 15-hour per week part time staffer, the Education and Volunteer Coordinator, struggles at times to fully staff events and programs. Museum volunteers and Friends of the Greenbelt Museum Board members have helped frequently in the past, but the COVID-19 pandemic has revealed the limitations of relying too heavily on volunteer help. After training, Recreation Department staff could help fill the gaps that the Museum experiences. Staffing needs will become more acute for the Museum once it doubles in size when the Education and Visitor Center comes online. Non-classified staff could be trained to be front-line staff at the Education and Visitor Center. The cross training will also be applied to other areas in the department since many non-classified staff have multiple job duties. Providing training and knowledge of Greenbelt history can only improve service to the public.

Incorporation of 10A Crescent as a City Facility

Following successful fundraising and the completion of the new Education and Visitor Center, that project will need to be incorporated as a fully functioning city facility. Recreation Department staff already manage a variety of city facilities, and they have the necessary skills and knowledge to incorporate 10A and 10B Crescent more fully into city protocols regarding facilities. When issues unique to museum environments arise, the Museum Director can offer specialized guidance in line with best practices for such spaces.

Improved Services to Residents, Patrons, and Visitors

Moving the Museum to the Recreation Department will have the effect of improving services to residents, patrons, and visitors. Adding Museum content to the Recreation Department's current offerings addresses Greenbelters (and others) expressed desire for cultural diversity and equitable programming. With additional staffing help, the Museum may be able to offer more regular programmatic contributions to existing Recreation offerings, such as Spring and Summer camps, Springhill Lake Recreation Center programs, content for seniors, crafts at Artful Afternoons, access to research materials for artistic projects, and potential classes which could be advertised in the Recreation Activity Guide.

Institutional Knowledge

Finally, moving the Museum to the Recreation Department has the benefit of providing a base of institutional knowledge about Greenbelt history. Greenbelt prides itself on embodying the Living Legacy of the New Deal, and the proposed merger will help us to move forward creatively and collaboratively with an even deeper sense of mission.

City Council Agenda Item Report

Meeting Date: January 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

Support of Proposed Legislation

Suggested Action:

Councilmember Davis requested this item be added to the agenda.

SB14/HB100

Senate Bill 14/House Bill 100 – This legislation would establish the Sustainable Maryland Program Fund as a special non-lapsing fund to expand and enhance Sustainable Maryland’s promotion and support of Maryland communities in the effort to realize environmental, economic and social sustainability; authorizing the Fund to be used for training and education, outreach and engagement, and developing and expanding the Sustainable Maryland Program; requiring the Governor, in Fiscal Year 2024 and each fiscal year thereafter, to provide an appropriation of \$750,000 to the Fund. The City has been recognized as Sustainable Maryland Certified since 2014.

Council direction is sought.

<https://mgaleg.maryland.gov/2022RS/bills/sb/sb0014f.pdf>

HB151

House Bill 151 – This legislation would authorize municipalities to use traffic control device monitoring systems on roads under their jurisdiction. These systems capture images of traffic control device violations, which include signs/signals. Failing to obey a traffic control device is

subject under certain circumstances to a citation and civil penalty not exceeding \$40. Delegate Healey is the primary sponsor of this bill.

Council direction is sought.

<https://mgaleg.maryland.gov/2022RS/bills/hb/hb0151f.pdf>

Attachments:

[Senate Bill 14.pdf](#)

[House Bill 151.pdf](#)

SENATE BILL 14

F2, M3

(PRE-FILED)

2lr0340
CF HB 100

By: **Senator Elfreth**

Requested: July 23, 2021

Introduced and read first time: January 12, 2022

Assigned to: Education, Health, and Environmental Affairs

A BILL ENTITLED

1 AN ACT concerning

2 **Sustainable Maryland Program Fund – Establishment**

3 FOR the purpose of establishing the Sustainable Maryland Program Fund as a special,
4 nonlapsing fund to expand and enhance Sustainable Maryland's promotion and
5 support of communities in Maryland in the effort to realize environmental, economic,
6 and social sustainability; requiring interest earnings of the Fund to be credited to
7 the Fund; and generally relating to the Sustainable Maryland Program Fund.

8 BY adding to

9 Article – Education

10 Section 13–105

11 Annotated Code of Maryland

12 (2018 Replacement Volume and 2021 Supplement)

13 BY repealing and reenacting, without amendments,

14 Article – State Finance and Procurement

15 Section 6–226(a)(2)(i)

16 Annotated Code of Maryland

17 (2021 Replacement Volume)

18 BY repealing and reenacting, with amendments,

19 Article – State Finance and Procurement

20 Section 6–226(a)(2)(ii)144. and 145.

21 Annotated Code of Maryland

22 (2021 Replacement Volume)

23 BY adding to

24 Article – State Finance and Procurement

25 Section 6–226(a)(2)(ii)146.

26 Annotated Code of Maryland

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



(2021 Replacement Volume)

Preamble

WHEREAS, Ensuring that Maryland communities are sustainable and environmentally responsible, and use resources efficiently to ensure a prosperous future, is of the utmost importance to our citizens; and

WHEREAS, Sustainable Maryland, a program of the Environmental Finance Center at the University of Maryland, College Park Campus, supports the mission and priorities of State agencies by coordinating access to the full suite of State programs and resources that can support communities to enhance and expand local economies, infrastructure, and stewardship; and

WHEREAS, Sustainable Maryland helps Maryland communities to choose a direction for their greening efforts, complete their chosen actions with guidance from program tools, trainings, and other resources, and gain recognition for their accomplishments; and

WHEREAS, Sustainable Maryland acts as an extension arm of the School of Architecture, Planning, and Preservation; and

WHEREAS, Maryland's Built Environment School serves the University of Maryland's land grant mission as a conduit for sharing and applying the research, education, and technical resources of the University with communities throughout the State; and

WHEREAS, Sustainable Maryland develops the next generation of leaders by offering students paid and volunteer opportunities to apply their knowledge, research, and skills to real-world local issues; now, therefore,

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

Article – Education

13–105.

(A) IN THIS SECTION, “FUND” MEANS THE SUSTAINABLE MARYLAND PROGRAM FUND.

(B) THERE IS A SUSTAINABLE MARYLAND PROGRAM FUND.

(C) THE PURPOSE OF THE FUND IS TO EXPAND AND ENHANCE SUSTAINABLE MARYLAND'S PROMOTION AND SUPPORT OF COMMUNITIES IN THE STATE IN THE EFFORT TO REALIZE ENVIRONMENTAL, ECONOMIC, AND SOCIAL

1 SUSTAINABILITY.

2 (D) THE UNIVERSITY OF MARYLAND ENVIRONMENTAL FINANCE CENTER
3 SHALL ADMINISTER THE FUND.

4 (E) (1) THE FUND IS A SPECIAL, NONLAPSING FUND THAT IS NOT
5 SUBJECT TO § 7-302 OF THE STATE FINANCE AND PROCUREMENT ARTICLE.

6 (2) THE STATE TREASURER SHALL HOLD THE FUND SEPARATELY,
7 AND THE COMPTROLLER SHALL ACCOUNT FOR THE FUND.

8 (F) THE FUND CONSISTS OF:

9 (1) MONEY APPROPRIATED IN THE STATE BUDGET TO THE FUND;

10 (2) INTEREST EARNINGS; AND

11 (3) ANY OTHER MONEY FROM ANY OTHER SOURCE ACCEPTED FOR
12 THE BENEFIT OF THE FUND.

13 (G) THE FUND MAY BE USED ONLY FOR:

14 (1) OFFERING TRAINING AND EDUCATION TO ENSURE COMMUNITIES
15 ARE WELL INFORMED ON ADVANCES IN SUSTAINABILITY SCIENCE, POLICY, AND
16 PRACTICE;

17 (2) OUTREACH AND ENGAGEMENT TO BUILD LOCAL CAPACITY AND
18 INSTITUTIONALIZE SUSTAINABILITY EFFORTS WITHIN COMMUNITIES, INCLUDING:

19 (I) AN ANNUAL SUSTAINABILITY CONFERENCE;

20 (II) A PEER-TO-PEER LEARNING EXCHANGE; AND

21 (III) SUSTAINABLE MARYLAND GREEN TEAM ROADSHOWS;

22 (3) DEVELOPING AND EXPANDING THE SUSTAINABLE MARYLAND
23 PROGRAM;

24 (4) IMPROVING GREEN COMMUNITY CERTIFICATION TIERS WITH NEW
25 STRATEGIES AND ACTIONS;

26 (5) PROVIDING ANNUAL COMMUNITY INNOVATION SMALL GRANTS TO
27 HELP COMMUNITIES PILOT NEW INNOVATIVE STRATEGIES;

28 (6) RECOGNIZING COMMUNITY EFFORTS TOWARD ACHIEVING GREEN

CERTIFICATION; AND

(7) ADMINISTRATIVE EXPENSES RELATED TO THE SUSTAINABLE MARYLAND PROGRAM.

(H) (1) THE STATE TREASURER SHALL INVEST THE MONEY OF THE FUND IN THE SAME MANNER AS OTHER STATE MONEY MAY BE INVESTED.

(2) ANY INTEREST EARNINGS OF THE FUND SHALL BE CREDITED TO THE FUND.

(I) EXPENDITURES FROM THE FUND MAY BE MADE ONLY IN ACCORDANCE WITH THE STATE BUDGET.

(J) MONEY EXPENDED FROM THE FUND FOR THE SUSTAINABLE MARYLAND PROGRAM IS SUPPLEMENTAL TO AND IS NOT INTENDED TO TAKE THE PLACE OF FUNDING THAT OTHERWISE WOULD BE APPROPRIATED FOR THE SUSTAINABLE MARYLAND PROGRAM.

(K) FOR FISCAL YEAR 2024 AND EACH FISCAL YEAR THEREAFTER, THE GOVERNOR SHALL INCLUDE IN THE ANNUAL BUDGET BILL AN APPROPRIATION OF \$750,000 TO THE FUND.

Article – State Finance and Procurement

6–226.

(a) (2) (i) Notwithstanding any other provision of law, and unless inconsistent with a federal law, grant agreement, or other federal requirement or with the terms of a gift or settlement agreement, net interest on all State money allocated by the State Treasurer under this section to special funds or accounts, and otherwise entitled to receive interest earnings, as accounted for by the Comptroller, shall accrue to the General Fund of the State.

(ii) The provisions of subparagraph (i) of this paragraph do not apply to the following funds:

144. the Health Equity Resource Community Reserve Fund;

[and]

145. the Access to Counsel in Evictions Special Fund; AND

146. THE SUSTAINABLE MARYLAND PROGRAM FUND.

SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect July

1 1, 2022.

HOUSE BILL 151

R5

2lr1144

(PRE-FILED)

By: **Delegate Healey**

Requested: November 1, 2021

Introduced and read first time: January 12, 2022

Assigned to: Environment and Transportation

A BILL ENTITLED

1 AN ACT concerning

2 **Traffic Control Device Monitoring Systems – Authorization**

3 FOR the purpose of authorizing the use of traffic control device monitoring systems by State
4 and local agencies, if authorized by local law; providing that the owner or driver of a
5 motor vehicle recorded failing to obey a traffic control device is subject to a citation
6 and a certain civil penalty under certain circumstances; establishing certain
7 defenses to a charge of an alleged violation recorded by a traffic control device
8 monitoring system; prohibiting a contractor administering a traffic control device
9 monitoring system from being compensated in a certain manner; and generally
10 relating to the use of traffic control device monitoring systems.

11 BY repealing and reenacting, with amendments,
12 Article – Courts and Judicial Proceedings
13 Section 4–401(13), 7–302(e)(1) through (3) and (4)(i), and 10–311
14 Annotated Code of Maryland
15 (2020 Replacement Volume and 2021 Supplement)

16 BY repealing and reenacting, without amendments,
17 Article – Transportation
18 Section 21–201(a)
19 Annotated Code of Maryland
20 (2020 Replacement Volume and 2021 Supplement)

21 BY adding to
22 Article – Transportation
23 Section 21–201.1
24 Annotated Code of Maryland
25 (2020 Replacement Volume and 2021 Supplement)

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



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

Article – Courts and Judicial Proceedings

4–401.

Except as provided in § 4–402 of this subtitle, and subject to the venue provisions of Title 6 of this article, the District Court has exclusive original civil jurisdiction in:

(13) A proceeding for a civil infraction under **§ 21–201.1**, § 21–202.1, § 21–704.1, § 21–706.1, § 21–809, § 21–810, or § 24–111.3 of the Transportation Article or § 10–112 of the Criminal Law Article;

7–302.

(e) (1) **(I)** A citation issued pursuant to **§ 21–201.1**, § 21–202.1, § 21–706.1, § 21–809, § 21–810, or § 24–111.3 of the Transportation Article shall provide that the person receiving the citation may elect to stand trial by notifying the issuing agency of the person's intention to stand trial at least 5 days prior to the date of payment as set forth in the citation.

(II) On receipt of the notice to stand trial, the agency shall forward to the District Court having venue a copy of the citation and a copy of the notice from the person who received the citation indicating the person's intention to stand trial.

(III) On receipt thereof, the District Court shall schedule the case for trial and notify the defendant of the trial date under procedures adopted by the Chief Judge of the District Court.

(2) **(I)** A citation issued as the result of a vehicle height monitoring system, a traffic control signal monitoring system, [or] a speed monitoring system, including a work zone speed control system, **OR A TRAFFIC CONTROL DEVICE MONITORING SYSTEM** controlled by a political subdivision or a school bus monitoring camera shall provide that, in an uncontested case, the penalty shall be paid directly to that political subdivision.

(II) A citation issued as the result of a traffic control signal monitoring system or a work zone speed control system controlled by a State agency, or as a result of a vehicle height monitoring system, a traffic control signal monitoring system, a speed monitoring system, **A TRAFFIC CONTROL DEVICE MONITORING SYSTEM**, or a school bus monitoring camera in a case contested in District Court, shall provide that the penalty shall be paid directly to the District Court.

(3) Civil penalties resulting from citations issued using a vehicle height monitoring system, traffic control signal monitoring system, speed monitoring system,

work zone speed control system, **TRAFFIC CONTROL DEVICE MONITORING SYSTEM**, or school bus monitoring camera that are collected by the District Court shall be collected in accordance with subsection (a) of this section and distributed in accordance with § 12–118 of the Transportation Article.

(4) (i) From the fines collected by a political subdivision as a result of violations enforced by speed monitoring systems, **TRAFFIC CONTROL DEVICE MONITORING SYSTEMS**, or school bus monitoring cameras, a political subdivision:

1. May recover the costs of implementing and administering the speed monitoring systems or school bus monitoring cameras; and

2. Subject to subparagraphs (ii), (iii), and (iv) of this paragraph, may spend any remaining balance solely for public safety purposes, including pedestrian safety programs.

10–311.

(a) A recorded image of a motor vehicle produced by a traffic control signal monitoring system in accordance with § 21–202.1 of the Transportation Article is admissible in a proceeding concerning a civil citation issued under that section for a violation of § 21–202(h) of the Transportation Article without authentication.

(b) A recorded image of a motor vehicle produced by a speed monitoring system in accordance with § 21–809 or § 21–810 of the Transportation Article is admissible in a proceeding concerning a civil citation issued under that section for a violation of Title 21, Subtitle 8 of the Transportation Article without authentication.

(c) A recorded image of a motor vehicle produced by a school bus monitoring camera in accordance with § 21–706.1 of the Transportation Article is admissible in a proceeding concerning a civil citation issued under that section for a violation of § 21–706 of the Transportation Article without authentication.

(d) A recorded image of a motor vehicle produced by a vehicle height monitoring system in accordance with § 24–111.3 of the Transportation Article is admissible in a proceeding concerning a civil citation issued under that section for a violation of a State or local law restricting the presence of certain vehicles during certain times without authentication.

(e) **A RECORDED IMAGE OF A MOTOR VEHICLE PRODUCED BY A TRAFFIC CONTROL DEVICE MONITORING SYSTEM IN ACCORDANCE WITH § 21–201.1 OF THE TRANSPORTATION ARTICLE IS ADMISSIBLE IN A PROCEEDING CONCERNING A CIVIL CITATION ISSUED UNDER THAT SECTION FOR A VIOLATION OF § 21–201 OF THE TRANSPORTATION ARTICLE WITHOUT AUTHENTICATION.**

(F) In any other judicial proceeding, a recorded image produced by a vehicle height monitoring system, traffic control signal monitoring system, speed monitoring system, work zone speed control system, **TRAFFIC CONTROL DEVICE MONITORING SYSTEM**, or school bus monitoring camera is admissible as otherwise provided by law.

Article – Transportation

21–201.

(a) (1) Subject to the exceptions granted in this title to the driver of an emergency vehicle, the driver of any vehicle, unless otherwise directed by a police officer, shall obey the instructions of any traffic control device applicable to the vehicle and placed in accordance with the Maryland Vehicle Law.

(2) The driver of a vehicle approaching an intersection controlled by a traffic control device may not drive across private property or leave the roadway for the purpose of avoiding the instructions of a traffic control device.

21–201.1.

(A) (1) IN THIS SECTION THE FOLLOWING WORDS HAVE THE MEANINGS INDICATED.

(2) “AGENCY” MEANS:

(I) A LAW ENFORCEMENT AGENCY THAT IS AUTHORIZED TO ISSUE A CITATION FOR A VIOLATION OF THE MARYLAND VEHICLE LAW OR OF LOCAL TRAFFIC LAWS OR REGULATIONS; OR

(II) FOR A MUNICIPAL CORPORATION THAT DOES NOT MAINTAIN A POLICE FORCE, AN AGENCY ESTABLISHED OR DESIGNATED BY THE MUNICIPAL CORPORATION TO IMPLEMENT THIS SUBTITLE USING TRAFFIC CONTROL DEVICE MONITORING SYSTEMS IN ACCORDANCE WITH THIS SECTION.

(3) (I) “OWNER” MEANS THE REGISTERED OWNER OF A MOTOR VEHICLE OR LESSEE OF A MOTOR VEHICLE UNDER A LEASE OF 6 MONTHS OR MORE.

(II) “OWNER” DOES NOT INCLUDE:

1. A MOTOR VEHICLE LEASING COMPANY; OR

2. A HOLDER OF A SPECIAL REGISTRATION PLATE ISSUED UNDER TITLE 13, SUBTITLE 9, PART III OF THIS ARTICLE.

1 **(4) “RECORDED IMAGE” MEANS IMAGES RECORDED BY A TRAFFIC**
2 **CONTROL DEVICE MONITORING SYSTEM:**

3 **(I) ON:**

- 4 1. **TWO OR MORE PHOTOGRAPHS;**
- 5 2. **TWO OR MORE MICROPHOTOGRAPHS;**
- 6 3. **TWO OR MORE ELECTRONIC IMAGES;**
- 7 4. **VIDEOTAPE; OR**
- 8 5. **ANY OTHER MEDIUM; AND**

9 **(II) SHOWING A MOTOR VEHICLE AND, ON AT LEAST ONE IMAGE**
10 **OR PORTION OF TAPE, CLEARLY IDENTIFYING THE REGISTRATION PLATE NUMBER**
11 **OF THE MOTOR VEHICLE.**

12 **(5) “TRAFFIC CONTROL DEVICE MONITORING SYSTEM” MEANS A**
13 **DEVICE DESIGNED TO CAPTURE A RECORDED IMAGE OF A VIOLATION.**

14 **(6) (I) “VIOLATION” MEANS A VIOLATION OF § 21-201 OF THIS**
15 **SUBTITLE.**

16 **(II) “VIOLATION” DOES NOT INCLUDE ANY ACTION A DRIVER IS**
17 **INSTRUCTED TO TAKE BY A POLICE OFFICER.**

18 **(B) (1) SUBJECT TO PARAGRAPHS (2) THROUGH (5) OF THIS**
19 **SUBSECTION, AN AGENCY MAY USE TRAFFIC CONTROL DEVICE MONITORING**
20 **SYSTEMS:**

21 **(I) ON HIGHWAYS MAINTAINED BY A LOCAL JURISDICTION, IF**
22 **AUTHORIZED BY THE GOVERNING BODY OF THE LOCAL JURISDICTION; OR**

23 **(II) ON STATE HIGHWAYS, IF AUTHORIZED BY THE STATE**
24 **HIGHWAY ADMINISTRATION.**

25 **(2) A TRAFFIC CONTROL DEVICE MONITORING SYSTEM MAY NOT BE**
26 **USED IN A LOCAL JURISDICTION UNDER THIS SECTION UNLESS ITS USE IS**
27 **AUTHORIZED BY THE GOVERNING BODY OF THE LOCAL JURISDICTION BY LOCAL LAW**
28 **ENACTED AFTER REASONABLE NOTICE AND A PUBLIC HEARING.**

(3) BEFORE A COUNTY MAY USE A TRAFFIC CONTROL DEVICE MONITORING SYSTEM ON STATE HIGHWAYS LOCATED WITHIN A MUNICIPAL CORPORATION, THE COUNTY SHALL:

(I) OBTAIN THE APPROVAL OF THE STATE HIGHWAY ADMINISTRATION;

(II) NOTIFY THE MUNICIPAL CORPORATION OF THE STATE HIGHWAY ADMINISTRATION'S APPROVAL OF THE USE OF THE TRAFFIC CONTROL DEVICE MONITORING SYSTEM ON THE STATE HIGHWAYS WITHIN THE MUNICIPAL CORPORATION; AND

(III) GRANT THE MUNICIPAL CORPORATION 60 DAYS AFTER THE DATE OF THE COUNTY'S NOTICE TO THE MUNICIPAL CORPORATION TO ENACT AN ORDINANCE AUTHORIZING THE MUNICIPAL CORPORATION INSTEAD OF THE COUNTY TO USE A TRAFFIC CONTROL DEVICE MONITORING SYSTEM.

(4) BEFORE BEGINNING USE OF TRAFFIC CONTROL DEVICE MONITORING SYSTEMS, AN AGENCY SHALL PUBLISH NOTICE THAT THE AGENCY HAS ADOPTED THE USE OF TRAFFIC CONTROL DEVICE MONITORING SYSTEMS ON ITS WEBSITE AND IN A NEWSPAPER OF GENERAL CIRCULATION IN THE JURISDICTION IN WHICH THE TRAFFIC CONTROL DEVICE MONITORING SYSTEM WILL BE USED.

(5) (I) A LOCAL JURISDICTION THAT USES A TRAFFIC CONTROL DEVICE MONITORING SYSTEM SHALL PROMINENTLY PLACE SIGNS ON HIGHWAYS WITHIN THE LOCAL JURISDICTION PROVIDING NOTICE THAT TRAFFIC CONTROL DEVICE MONITORING SYSTEMS ARE USED IN THE JURISDICTION.

(II) THE STATE HIGHWAY ADMINISTRATION SHALL PLACE SIGNS PROMINENTLY PROVIDING NOTICE THAT TRAFFIC CONTROL DEVICE MONITORING SYSTEMS ARE IN USE ON STATE HIGHWAYS.

(C) A RECORDED IMAGE BY A TRAFFIC CONTROL DEVICE MONITORING SYSTEM UNDER THIS SECTION INDICATING THAT THE DRIVER OF A MOTOR VEHICLE HAS COMMITTED A VIOLATION SHALL INCLUDE:

(1) AN IMAGE OF THE MOTOR VEHICLE;

(2) AN IMAGE OF AT LEAST ONE OF THE MOTOR VEHICLE'S REGISTRATION PLATES;

(3) THE TIME AND DATE OF THE VIOLATION; AND

1 (4) TO THE EXTENT POSSIBLE, THE LOCATION OF THE VIOLATION.

2 (D) (1) UNLESS THE DRIVER OF THE MOTOR VEHICLE RECEIVED A
3 CITATION FROM A POLICE OFFICER AT THE TIME OF THE VIOLATION, THE OWNER
4 OR, IN ACCORDANCE WITH SUBSECTION (E)(3) OR (G)(4) OR (5) OF THIS SECTION,
5 THE DRIVER OF A MOTOR VEHICLE IS SUBJECT TO A CIVIL PENALTY IF THE MOTOR
6 VEHICLE IS RECORDED BY A TRAFFIC CONTROL DEVICE MONITORING SYSTEM
7 DURING THE COMMISSION OF A VIOLATION.

8 (2) A CIVIL PENALTY UNDER THIS SUBSECTION MAY NOT EXCEED \$40.

9 (3) FOR PURPOSES OF THIS SECTION, THE DISTRICT COURT SHALL
10 PRESCRIBE:

11 (I) A UNIFORM CITATION FORM CONSISTENT WITH
12 SUBSECTION (E)(1) OF THIS SECTION AND § 7-302 OF THE COURTS ARTICLE; AND

13 (II) A CIVIL PENALTY, WHICH SHALL BE INDICATED ON THE
14 CITATION, TO BE PAID BY PERSONS WHO CHOOSE TO PREPAY THE CIVIL PENALTY
15 WITHOUT APPEARING IN DISTRICT COURT.

16 (E) (1) SUBJECT TO THE PROVISIONS OF PARAGRAPHS (2) THROUGH (5)
17 OF THIS SUBSECTION, AN AGENCY SHALL MAIL TO THE OWNER LIABLE UNDER
18 SUBSECTION (D) OF THIS SECTION A CITATION THAT SHALL INCLUDE:

19 (I) THE NAME AND ADDRESS OF THE REGISTERED OWNER OF
20 THE VEHICLE;

21 (II) THE REGISTRATION NUMBER OF THE MOTOR VEHICLE
22 INVOLVED IN THE VIOLATION;

23 (III) THE VIOLATION CHARGED;

24 (IV) TO THE EXTENT POSSIBLE, THE LOCATION OF THE
25 VIOLATION;

26 (V) THE DATE AND TIME OF THE VIOLATION;

27 (VI) A COPY OF THE RECORDED IMAGE;

28 (VII) THE AMOUNT OF THE CIVIL PENALTY IMPOSED AND THE
29 DATE BY WHICH THE CIVIL PENALTY MUST BE PAID;

(VIII) A SIGNED STATEMENT BY A TECHNICIAN EMPLOYED BY THE AGENCY THAT, BASED ON THE INSPECTION OF THE RECORDED IMAGE, THE MOTOR VEHICLE WAS BEING OPERATED DURING THE COMMISSION OF A VIOLATION;

(IX) A STATEMENT THAT THE RECORDED IMAGE IS EVIDENCE OF A VIOLATION; AND

(X) INFORMATION ADVISING THE PERSON ALLEGED TO BE LIABLE UNDER THIS SECTION:

1. OF THE MANNER AND TIME IN WHICH LIABILITY AS ALLEGED IN THE CITATION MAY BE CONTESTED IN THE DISTRICT COURT; AND

2. THAT FAILURE TO PAY THE CIVIL PENALTY OR TO CONTEST LIABILITY IN A TIMELY MANNER IS AN ADMISSION OF LIABILITY AND MAY RESULT IN REFUSAL OR SUSPENSION OF THE MOTOR VEHICLE REGISTRATION.

(2) THE AGENCY MAY MAIL A WARNING NOTICE IN PLACE OF A CITATION TO THE OWNER LIABLE UNDER SUBSECTION (D) OF THIS SECTION.

(3) (I) BEFORE MAILING A CITATION TO A MOTOR VEHICLE RENTAL COMPANY LIABLE UNDER SUBSECTION (D) OF THIS SECTION, AN AGENCY SHALL MAIL A NOTICE TO THE MOTOR VEHICLE RENTAL COMPANY STATING THAT A CITATION WILL BE MAILED TO THE MOTOR VEHICLE RENTAL COMPANY UNLESS, WITHIN 45 DAYS AFTER RECEIVING THE NOTICE, THE MOTOR VEHICLE RENTAL COMPANY PROVIDES THE AGENCY WITH:

1. A STATEMENT MADE UNDER OATH THAT STATES THE NAME AND LAST KNOWN MAILING ADDRESS OF THE INDIVIDUAL DRIVING OR RENTING THE MOTOR VEHICLE WHEN THE VIOLATION OCCURRED;

2. A. A STATEMENT MADE UNDER OATH THAT STATES THAT THE MOTOR VEHICLE RENTAL COMPANY IS UNABLE TO DETERMINE WHO WAS DRIVING THE VEHICLE AT THE TIME THE VIOLATION OCCURRED BECAUSE THE MOTOR VEHICLE WAS STOLEN AT THE TIME OF THE VIOLATION; AND

B. A COPY OF THE POLICE REPORT ASSOCIATED WITH THE MOTOR VEHICLE THEFT CLAIMED UNDER ITEM A OF THIS ITEM; OR

3. PAYMENT FOR THE PENALTY ASSOCIATED WITH THE VIOLATION.

1 (II) AN AGENCY MAY NOT MAIL A CITATION TO A MOTOR
2 VEHICLE RENTAL COMPANY LIABLE UNDER SUBSECTION (D) OF THIS SECTION IF
3 THE MOTOR VEHICLE COMPANY COMPLIES WITH SUBPARAGRAPH (I) OF THIS
4 PARAGRAPH.

5 (4) EXCEPT AS PROVIDED IN PARAGRAPH (3) OF THIS SUBSECTION
6 AND SUBSECTION (G)(4) AND (5) OF THIS SECTION, A CITATION ISSUED UNDER THIS
7 SECTION SHALL BE MAILED NOT LATER THAN 2 WEEKS AFTER THE ALLEGED
8 VIOLATION.

9 (5) A PERSON WHO RECEIVES A CITATION UNDER PARAGRAPH (1) OF
10 THIS SUBSECTION MAY:

11 (I) PAY THE CIVIL PENALTY IN ACCORDANCE WITH
12 INSTRUCTIONS ON THE CITATION; OR

13 (II) ELECT TO STAND TRIAL FOR THE ALLEGED VIOLATION.

14 (F) (1) A CERTIFICATE ALLEGING THAT A VIOLATION OCCURRED, SWORN
15 TO OR AFFIRMED BY A DULY AUTHORIZED LAW ENFORCEMENT OFFICER EMPLOYED
16 BY OR UNDER CONTRACT WITH AN AGENCY, BASED ON THE INSPECTION OF A
17 RECORDED IMAGE PRODUCED BY A TRAFFIC CONTROL DEVICE MONITORING
18 SYSTEM, SHALL BE EVIDENCE OF THE FACTS CONTAINED IN THE CERTIFICATE AND
19 SHALL BE ADMISSIBLE IN ANY PROCEEDING CONCERNING THE ALLEGED
20 VIOLATION.

21 (2) ADJUDICATION OF LIABILITY SHALL BE BASED ON
22 PREPONDERANCE OF THE EVIDENCE.

23 (G) (1) THE DISTRICT COURT MAY CONSIDER IN DEFENSE OF A
24 VIOLATION:

25 (I) SUBJECT TO PARAGRAPH (2) OF THIS SUBSECTION, THAT
26 THE MOTOR VEHICLE OR REGISTRATION PLATES OF THE MOTOR VEHICLE WERE
27 STOLEN BEFORE THE VIOLATION OCCURRED AND WERE NOT UNDER THE CONTROL
28 OR POSSESSION OF THE OWNER AT THE TIME OF THE VIOLATION;

29 (II) SUBJECT TO PARAGRAPH (3) OF THIS SUBSECTION,
30 EVIDENCE THAT THE PERSON NAMED IN THE CITATION WAS NOT OPERATING THE
31 VEHICLE AT THE TIME OF THE VIOLATION; AND

32 (III) ANY OTHER ISSUES AND EVIDENCE THAT THE DISTRICT
33 COURT CONSIDERS PERTINENT.

1 **(2) TO DEMONSTRATE THAT THE MOTOR VEHICLE OR THE**
2 **REGISTRATION PLATES WERE STOLEN BEFORE THE VIOLATION OCCURRED AND**
3 **WERE NOT UNDER THE CONTROL OR POSSESSION OF THE OWNER AT THE TIME OF**
4 **THE VIOLATION, THE OWNER MUST SUBMIT PROOF THAT A POLICE REPORT ABOUT**
5 **THE STOLEN MOTOR VEHICLE OR REGISTRATION PLATES WAS FILED IN A TIMELY**
6 **MANNER.**

7 **(3) TO SATISFY THE EVIDENTIARY BURDEN UNDER PARAGRAPH**
8 **(1)(II) OF THIS SUBSECTION, THE PERSON NAMED IN THE CITATION SHALL PROVIDE**
9 **TO THE DISTRICT COURT EVIDENCE TO THE SATISFACTION OF THE DISTRICT**
10 **COURT OF WHO WAS OPERATING THE VEHICLE AT THE TIME OF THE VIOLATION,**
11 **INCLUDING, AT A MINIMUM, THE OPERATOR'S NAME AND CURRENT ADDRESS.**

12 **(4) (I) THE PROVISIONS OF THIS PARAGRAPH APPLY ONLY TO A**
13 **CITATION THAT INVOLVES A CLASS E (TRUCK) VEHICLE WITH A REGISTERED GROSS**
14 **WEIGHT OF 26,001 POUNDS OR MORE, CLASS F (TRACTOR) VEHICLE, CLASS G**
15 **(TRAILER) VEHICLE OPERATED IN COMBINATION WITH A CLASS F (TRACTOR)**
16 **VEHICLE, OR CLASS P (PASSENGER BUS) VEHICLE.**

17 **(II) TO SATISFY THE EVIDENTIARY BURDEN UNDER**
18 **PARAGRAPH (1)(II) OF THIS SUBSECTION, THE PERSON NAMED IN A CITATION**
19 **DESCRIBED UNDER SUBPARAGRAPH (I) OF THIS PARAGRAPH MAY PROVIDE TO THE**
20 **DISTRICT COURT A LETTER, SWORN TO OR AFFIRMED BY THE PERSON AND MAILED**
21 **BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, THAT:**

22 **1. STATES THAT THE PERSON NAMED IN THE CITATION**
23 **WAS NOT OPERATING THE VEHICLE AT THE TIME OF THE VIOLATION; AND**

24 **2. PROVIDES THE NAME, ADDRESS, AND DRIVER'S**
25 **LICENSE IDENTIFICATION NUMBER OF THE PERSON WHO WAS OPERATING THE**
26 **VEHICLE AT THE TIME OF THE VIOLATION.**

27 **(5) (I) IF THE DISTRICT COURT FINDS THAT THE PERSON NAMED**
28 **IN THE CITATION WAS NOT OPERATING THE VEHICLE AT THE TIME OF THE**
29 **VIOLATION OR RECEIVES EVIDENCE UNDER PARAGRAPH (4)(II)2 OF THIS**
30 **SUBSECTION IDENTIFYING THE PERSON DRIVING THE VEHICLE AT THE TIME OF THE**
31 **VIOLATION, THE CLERK OF COURT SHALL PROVIDE TO THE AGENCY ISSUING THE**
32 **CITATION A COPY OF ANY EVIDENCE SUBSTANTIATING WHO WAS OPERATING THE**
33 **VEHICLE AT THE TIME OF THE VIOLATION.**

34 **(II) ON RECEIPT OF SUBSTANTIATING EVIDENCE FROM THE**
35 **DISTRICT COURT UNDER SUBPARAGRAPH (I) OF THIS PARAGRAPH, THE AGENCY**

1 MAY ISSUE A CITATION AS PROVIDED IN SUBSECTION (E) OF THIS SECTION TO THE
2 PERSON WHO THE EVIDENCE INDICATES WAS OPERATING THE VEHICLE AT THE TIME
3 OF THE VIOLATION.

4 (III) A CITATION ISSUED UNDER SUBPARAGRAPH (II) OF THIS
5 PARAGRAPH SHALL BE MAILED NOT LATER THAN 2 WEEKS AFTER RECEIPT OF THE
6 EVIDENCE FROM THE DISTRICT COURT.

7 (H) IF THE CIVIL PENALTY IS NOT PAID AND THE VIOLATION IS NOT
8 CONTESTED, THE ADMINISTRATION MAY REFUSE TO REGISTER OR REREGISTER OR
9 MAY SUSPEND THE REGISTRATION OF THE MOTOR VEHICLE.

10 (I) A VIOLATION FOR WHICH A CIVIL PENALTY IS IMPOSED UNDER THIS
11 SECTION:

12 (1) IS NOT A MOVING VIOLATION FOR THE PURPOSE OF ASSESSING
13 POINTS UNDER § 16-402 OF THIS ARTICLE AND MAY NOT BE RECORDED BY THE
14 ADMINISTRATION ON THE DRIVING RECORD OF THE OWNER OR DRIVER OF THE
15 VEHICLE; AND

16 (2) MAY NOT BE CONSIDERED IN THE PROVISION OF MOTOR VEHICLE
17 INSURANCE COVERAGE.

18 (J) IN CONSULTATION WITH LAW ENFORCEMENT AGENCIES, THE CHIEF
19 JUDGE OF THE DISTRICT COURT SHALL ADOPT PROCEDURES FOR THE ISSUANCE
20 OF CITATIONS, TRIALS FOR VIOLATIONS, AND THE COLLECTION OF CIVIL PENALTIES
21 IMPOSED UNDER THIS SECTION.

22 (K) (1) AN AGENCY OR AN AGENT OR A CONTRACTOR DESIGNATED BY THE
23 AGENCY SHALL ADMINISTER AND PROCESS CIVIL CITATIONS ISSUED UNDER THIS
24 SECTION IN COORDINATION WITH THE DISTRICT COURT.

25 (2) IF A CONTRACTOR IN ANY MANNER OPERATES A TRAFFIC
26 CONTROL DEVICE MONITORING SYSTEM OR ADMINISTERS OR PROCESSES
27 CITATIONS GENERATED BY A TRAFFIC CONTROL DEVICE MONITORING SYSTEM ON
28 BEHALF OF A LOCAL JURISDICTION, THE CONTRACTOR'S FEE MAY NOT BE
29 CONTINGENT ON A PER-TICKET BASIS ON THE NUMBER OF CITATIONS ISSUED OR
30 PAID.

31 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect
32 October 1, 2022.

City Council Agenda Item Report

Meeting Date: January 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* Letter - Public Buildings Reform Board's recommendation for NASA Goddard Space Flight Center Area 400

Suggested Action:

On December 27, 2021, the Public Buildings Reform Board (PBRB) released its recommendations regarding fifteen (15) federal properties.

NASA Goddard Space Flight Center Area 400 is included on this list. The Board's first recommendation for this 100-acre property is for all or a portion of the land to be transferred at fair market value to the Department of the Interior ("DOI"), U.S. Fish and Wildlife Service ("FWS"). The City, through the NASA Goddard Space Flight Center campus master planning process, has advocated for this land to be added to the Patuxent Research Refuge South Tract.

The letter included in Council's packet states support of the Board's recommendation for this land to be transferred to DOI-FWS and reiterates strong opposition to the public sale of this land.

Attachments:

[NASA - Area 400 - 01 21 22.pdf](#)

CITY OF GREENBELT, MARYLAND

25 CRESCENT ROAD, GREENBELT, MD 20770



CITY COUNCIL

Emmett V. Jordan, Mayor
Kristen L.K. Weaver, Mayor Pro Tem
Colin A. Byrd
Judith F. Davis
B. Ric Gordon
Silke I. Pope
Rodney M. Roberts

January 21, 2022

Ms. Shalanda Young
Acting Director of the Office of Management and Budget
725 17th Street, NW
Washington, DC 20503

RE: Public Buildings Reform Board First Round Report – Goddard Space Flight Center

Dear Acting Director Young:

The City has received and reviewed the Public Building Reform Board report, “First Round Report, Recommendations Pursuant to the Federal Assets Sale and Transfer Act of 2016” released on December 27, 2021. The City’s review was particularly focused on “Goddard Space Flight Center Area 400.” The City was pleased to learn that the Board is recommending, “the transfer at fair market value of all or a portion of the Property from NASA to the Department of the Interior (“DOI”), U.S. Fish and Wildlife Service (“FWS”) under FASTA authority.”

The City has been actively involved in the NASA Goddard Space Flight Center (GSFC) Master Plan process which identified Area 400 for divestment. Throughout the Campus planning process, the City has strongly advocated for Area 400 to be transferred to the Patuxent Research Refuge South Tract. As the GSFC Campus borders the City, the City has a vested interest in the preservation of the Campus’s natural resources.

As you are aware, the Patuxent Research Refuge is the nation’s only national wildlife refuge established to support wildlife research. This refuge is one of the largest forested areas in the mid-Atlantic region and offers innumerable environmental and community benefits. The addition of Area 400 to the refuge would positively contribute to this critical resource and be in direct alignment with the Biden Administration’s conservation goals.

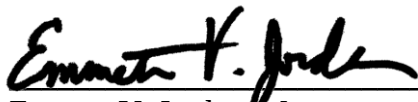
For these reasons, it is of utmost importance that the necessary funding is allocated for this transfer or the transfer be done at no cost. The City is strongly opposed to Area 400 going to public sale and looks forward to an agreement on terms for an inter-agency transfer.

Thank you for the opportunity to comment on this report. Should you have any questions please contact Molly Porter, Community Planner, at (240) 542-2042, or mporter@greenbeltmd.gov.

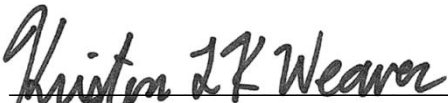
A NATIONAL HISTORIC LANDMARK

PHONE: (301) 474-8000 www.greenbeltmd.gov

Sincerely,



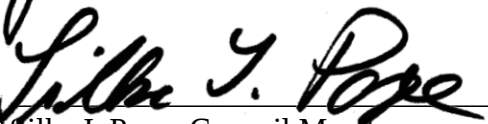
Emmett V. Jordan, Mayor



Kristen L.K. Weaver, Mayor Pro-Tem



Judith F. Davis, Council Member



Silke I. Pope, Council Member



Colin A. Byrd, Council Member



Ric Gordon, Council Member



Rodney M. Roberts, Council Member

cc: Senator Ben Cardin
Senator Chris Van Hollen
Majority Leader Steny Hoyer
Paul Walden, Public Building Reform Board
Greenbelt City Council
Timothy George, Acting City Manager
Terri Hruby, Director of Planning and Community Development

City Council Agenda Item Report

Meeting Date: January 24, 2022

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS

Subject:

* Letter- WMATA Service Cut Back

Suggested Action:

Reference: Letter - WMATA Service Reductions

Mayor Jordan requested this item be added to the agenda.

Attachments:

[Letter - WMATA Service Reductions.pdf](#)

January 21, 2022

Mr. Paul C. Smedberg, Chair
Washington Metropolitan Area Transit Authority
600 5th Street, N.W.
Washington, DC 20001

Re: January 10, 2022 Service Reductions

Dear Mr. Smedberg:

While the Greenbelt City Council understands that these are unprecedented times presenting operational challenges to WMATA, the Council cannot support WMATA's recent decision to operate Metrobus service on a Saturday schedule. This service change represents an almost 25 percent reduction in Metrobus service and is having significant impact on our residents that rely heavily on Metrobus to access jobs and school. The City urges WMATA to reevaluate the impact this reduction is having on its users, and to make all efforts to restore weekday service to pre-pandemic levels.

To reiterate the Greenbelt City Council is opposed to the reduction to Metrobus service that went into effect on January 10, 2022, due the profound adverse impact this reduction will have on our residents who rely on transit to reach jobs, schools, shopping, medical appointments and other business needs. During these challenging times, we need to be supporting our residents by providing the services they need and deserve to access jobs, economic and educational opportunities. Rather than eliminating service where it is needed, the City Council urges WMATA to focus on jurisdictional collaboration and innovative transit planning during these challenging times.

Thank you for the opportunity to comment. If you have any questions, please feel free to contact Terri Hruby, Director of Planning and Community Development at (301)345-5417.

Sincerely,

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

cc. Don Drummer, WMATA Board of Directors
Thomas Graham, WMATA Board of Directors
Christopher Zappi, WMATA Board of Directors
City Council
Tim George, Acting City Manager
Terri Hruby, Director of Planning and Community Development

City Council Agenda Item Report

Meeting Date: January 24, 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



1/21/2022 1:42 PM

City Council Meetings & Work Sessions
January – February

Council Retreat	Sat.	01/22	9:30 am
Regular Meeting	Mon.	01/24	8:00 pm
Legislative Session – (Virtual)	Tues.	01/25	7:30 pm
Advisory Board Interview	Wed.	01/26	7:40 pm
Work Session – Greenbelt East Community (stakeholder)	Wed.	01/26	8:00 pm
Four Cities Meeting – (College Park)	Thurs.	01/27	7:30 pm
Work Session – City Manager's Update	Mon.	01/31	8:00 pm
Closed Session – Personnel Matters/Pending Legal Issues	Mon.	01/31	Following WS
Work Session – National Park Service/Greenbelt Park	Wed.	02/02	8:00 PM
Advisory Board Interview	Mon.	02/07	7:40 pm
Work Session – Green ACES – Re-Composting	Mon.	02/07	8:00 pm
Advisory Board Interview	Wed.	02/09	7:40 pm
Work Session – Luminis Health Doctors Community Medical Center	Wed.	02/09	8:00 pm
Regular Meeting	Mon.	02/14	8:00 pm
Advisory Board Interview	Wed.	02/16	7:40 pm
Work Session – Pepco/WSSC (tentative)	Wed.	02/16	8:00 pm
No Meeting – President's Day	Mon.	02/21	
Advisory Board Interview	Wed.	02/23	7:40 pm
Work Session – Economic Development Strategic Plan	Wed.	02/23	8:00 pm
Regular Meeting	Mon.	02/28	8:00 pm

- Councilmembers will present reports on conferences, meetings and events as the last item of business at Monday Work Sessions.

This schedule is subject to change. For confirmation, call 301-474-8000. Regular and Special meetings and Work Sessions are open to the public. If special accommodations are required for any disabled person, please call 301-474-8000 or 301-474-3870 no later than 10 a.m. on the meeting day. Deaf individuals are advised to use Video Relay Services (VRS) at 711 or e-mail banderson@greenbeltmd.gov to reach the City Clerk.

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

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(301) 474-8000

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

MD RELAY 711

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891



1/21/2022 1:42 PM

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
DPW&T (*Bikeshare Program*)
BARC
Hotels
Pepco
WSSC
Board of Elections reports:
- Procedure for filling Council vacancies
- Proposal for voting by resident non-citizens
(*waiting for CRAB Report*)
Economic Development Advisory Committee
WMATA
GEAC (*April 13th*)
Greenbelt Road Corridor Plan (*March 16th*)

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*)
ERB Reports: (#2020-01 Procedures for Employee Appeals and Grievances); (#2021-02 Collective Bargaining for Non-Managerial Employees) (*waiting for CRAB Report*)

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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											
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										
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												
WSSC	12/12	9/16												
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										
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. January 20, 2022)