



CITY COUNCIL AGENDA
Municipal Building

This meeting will be held in-person and virtual.

**25 Crescent Road
Greenbelt, MD 20770**

OR

**Virtual Participation
Zoom Webinar Attendees:**

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

<https://us02web.zoom.us/j/85871084455?pwd=cUtEc2t1RVlCcldkWEp4d2lwa3l3Zz09>

Dial-in: 301 715 8592

Webinar ID: 858 7108 4455

Passcode: 863428

**Monday, January 23, 2023
7:30 PM**

I. ORGANIZATION (15 mins - 7:30 - 7:45 pm)

1. Call to Order
2. Roll Call
3. Meditation and Pledge of Allegiance to the Flag
4. Petitions and Requests

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

II. COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

7. Presentations

7a. Black History Proclamation

Suggested Action:

Since 1976, every American president has designated February as Black History Month and endorsed a specific theme. The 2023 Black History Month's theme is "Black Resistance and Resilience". Dr. Lois Rosado of the Greenbelt Black History and Cultural Committee will be present to receive the proclamation and give an overview of this year's events.

[Black History Month 2023.pdf](#)

7b. Update on the American Rescue Plan Act (ARPA) Projects and Programs

Suggested Action:

Debi Sandlin, Interim Assistant City Manager, will present a presentation to Council on ARPA Projects and Programs updates.

[Jan 23 ARPA Update.pdf](#)

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

Suggested Action:

* Work Session - August 4, 2021

* Work Session - March 21, 2022

* Work Session - June 1, 2022

[WS210804.pdf](#)

[WS220321.pdf](#)

[WS220601.pdf](#)

9. Administrative Reports

Suggested Action:

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

https://www.greenbeltmd.gov/government/city-administration/city-manager-s-office/weekly-reports/-folder-1475#docan2352_4054_3510

*10. * Committee Reports

10a. Board of Elections - Proposed Election Code and Charter Amendments: Early Voting and Date of Election Day Report

Suggested Action:

It is recommended that Council accept this report.

[Board of Elections Report.pdf](#)

10b. Public Safety Advisory Committee - Review and Recommendations of Nine Pending Police Procedures

Suggested Action:

It is recommended that the City Council accept this report.

[2023 01 11 PSAC review of Police Dept recommendations and their status report regarding General Order changes SUBMITTED.pdf](#)

10c. Arts Advisory Board Report # 23 -1 - Space Study

Suggested Action:

It is recommended that Council accept this report.

[AAB 23-1 space study.pdf](#)

III. LEGISLATION

IV. OTHER BUSINESS (60 mins - 8:30 - 9:30 pm)

11. Compensation Study

Suggested Action:

Discuss the results of the Compensation Study and present staff implementation recommendations for FY24 budget planning purposes

[MEMORANDUM _Comp Study Memo v4 1-20-23 TG.pdf](#)

12. Tree Canopy Grant Program

Suggested Action:

Reference: Memorandum, D. Sandlin, 01/19/2023

Tree Canopy Grant Guidelines

Tree Canopy Grant Application

On September 14, 2022, the City Council reviewed the American Rescue Plan Act (ARPA) Recommended Spending Plan. At that meeting, Mayor Jordan suggested allocating \$100,000 of ARPA funds to develop a Tree Canopy Grant Program.

On September 27, 2022, the City Council approved the ARPA Fund Recommended

Spending Plan, which included \$100,000 allocated to develop the Tree Canopy Grant Program.

The staff established the Tree Canopy Grant Program. The purpose of the grant is to assist homeowners and community organizations with planting or replacing trees caused by storm damage, disease, or invasive insects; and to increase the density and resiliency of the City's iconic tree canopy.

Funding for the grant will be provided through ARPA and can be used to purchase, install, stake, and mulch the area the tree or trees will be planted. The Advisory Committee on Trees (ACT) will review and evaluate all grant proposals.

The Council's packet includes a memorandum outlining the Tree Canopy Grant Application, the Tree Canopy Grant Guidelines, and the Application.

Council approval is sought.

[Memorandum, D. Sandlin, 01/19/2023.pdf](#)

[Tree Canopy Grant Guidelines.pdf](#)

[Tree Canopy Grant Application.pdf](#)

13. Nonprofit Recovery Grant Program

Suggested Action:

Reference: Memorandum, D. Sandlin, 01-19-2023

Nonprofit Recovery Grant Program Guideline

Nonprofit Recovery Grant Program Application

On July 18, 2022, the City Council reviewed the American Rescue Plan Act (ARPA) Recommended Spending Plan. At this meeting, Council suggested allocating funds to assist nonprofits negatively impacted by the COVID-19 pandemic.

On August 8, 2022, the City Council approved the Nonprofit Recovery Grant Program.

The "Nonprofit Recovery" grant program aims to support our nonprofit partners whose goals are to enhance and improve the life, health, and well-being of all Greenbelt residents; and whose organizations have been substantially impacted by the pandemic.

Eligible applicants will include nonprofits in the City of Greenbelt and Prince George's County and will be able to demonstrate that they provide a service to City residents.

Staff recommends allocating \$250,000 of the \$1.5 million approved by the Council to "Provide grants and develop programs to support small Greenbelt business and

nonprofits, community development, and micro-grants."

The Council's packet includes a memorandum outlining the Nonprofit Recovery Grant Program, the Nonprofit Recovery Grant Program Guideline, and the Application.

Council approval is sought.

[City Council Memo_Nonprofit Recovery Grant Program_1_19_23 \(003\).pdf](#)

[Nonprofit Recovery Grant Program Guidelines_1_19_23.pdf](#)

[Nonprofit Recovery Grant Application_1_19_23.pdf](#)

14. State and County Legislation

Suggested Action:

SB0050/HB106 - State Finance – Prohibited Appropriations – Magnetic Levitation Transportation System

Senate Bill 50/House Bill 106 – These bills prohibit the State (or any unit or instrumentality of the State) from using any appropriation for a magnetic levitation (Maglev) transportation system located or to be located in the State. The bill does not apply to expenditures for the salaries of personnel assigned to review permits or other forms of approval for a Maglev transportation system. Council has supported similar legislation in the past.

It is recommended that Council support SB0050/HB106.

SB114 – Property Tax – Constant Yield Tax Rate – Notice Requirements

Senate Bill 114 – This bill modifies specified advertising requirements that local jurisdictions must follow regarding the constant yield tax rate by establishing a separate notification requirement for jurisdictions that maintain their real property tax rate from the prior year.

It is recommended that Council support SB114.

SB0100/HB0036 – Real Property – Actions to Repossess – Proof of Rental Licensure

Senate Bill 100/House Bill 36 – These bills require, in certain actions to repossess residential rental property, a landlord to submit to the clerk of the court evidence of compliance with local rental property licensure requirements and demonstrate that the landlord is compliant with the licensure requirements.

Council direction is sought.

SB11 – Motor Vehicles – Speed Limits – School Zones

Senate Bill 11 – This bill alters the radius around certain schools within which a school zone may be established and speed monitoring systems may be placed and used from a half-mile to one-tenth of a mile.

Council direction is sought.

CB-007-2023 – Rent Stabilization Act of 2023

Council Bill 007 – This County Council legislation prohibits a landlord from increasing rent on a certain rental dwelling unit by more than a certain percentage; provides additional restrictions on rent increases; provides regulation of the Rent Stabilization Act of 2023 by the Department of Housing and Community Development and Department of Permitting and Inspections; provides for an expiration of the Act; and generally relates to rent restrictions for residential leases and rental units.

Council direction is sought.

[SB0050 - Maglev.pdf](#)

[HB106 - Maglev.pdf](#)

[SB114 - Constant Yield.pdf](#)

[SB100 - Real Prop - Rental Lic.pdf](#)

[HB36 - Real Prop - Rental Lic.pdf](#)

[SB11 - School Zone Speed Limits.pdf](#)

[CB-007.pdf](#)

15. Council Activities

16. Council Reports

*17. * Meetings

[meetings.pdf](#)

*18. * Stakeholders

[Stakeholder Schedule.pdf](#)

*19. * Resignation from Advisory Group

Suggested Action:

Reference: Email: C. Comproni - 01/11/2023

Cindy Comproni have submitted her resignation from the Public Safety Advisory Committee (PSAC). Approval of this item on the consent agenda will indicate the Council's intent to accept her resignation with regret.

[C. Comproni.pdf](#)

City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Proclamation

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

Black History Proclamation

Suggested Action:

Since 1976, every American president has designated February as Black History Month and endorsed a specific theme. The 2023 Black History Month's theme is "Black Resistance and Resilience". Dr. Lois Rosado of the Greenbelt Black History and Cultural Committee will be present to receive the proclamation and give an overview of this year's events.

Attachments:

[Black History Month 2023.pdf](#)

PROCLAMATION

WHEREAS, *Black History Month is observed in February of each year and affords a special opportunity to become more knowledgeable about the heritage of African-Americans, and to honor African-Americans who have contributed to the progress of our nation; and*

WHEREAS, *During Black History Month, we celebrate the many achievements and contributions made by African-Americans to our economic, cultural, spiritual, and political development; and*

WHEREAS, *The Association for the Study of African American Life and History, founded by Carter G. Woodson in 1915, selects a theme each year for the observation of Black History Month; and*

WHEREAS, *This year, the 2023 theme is “Black Resistance”, exploring how “African-Americans have resiliently persisted as they have resisted all forms of historic and ongoing oppression; and*

WHEREAS, *the Greenbelt Black History and Cultural Committee observes and honors Black History Month and encourages educators, students, and families to learn about the heritage and achievements of African-Americans through programs and activities; and*

WHEREAS, *the strength of Greenbelt is diverse people living together in a spirit of cooperation and celebrates all people. By sharing together, all are enriched; and*

NOW, THEREFORE, I, Emmett V. Jordan, hereby proclaim the month of February 2023, as

BLACK HISTORY MONTH

in the City of Greenbelt and urge residents to join together in the celebration by participating in the wide variety of events held in Greenbelt and throughout the Metropolitan Washington DC area.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 23rd day of January 2023.

EMMETT V. JORDAN, Mayor

City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Presentations

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

Update on the American Rescue Plan Act (ARPA) Projects and Programs

Suggested Action:

Debi Sandlin, Interim Assistant City Manager, will present a presentation to Council on ARPA Projects and Programs updates.

Attachments:

[Jan 23 ARPA Update.pdf](#)

GREENBELTMD

American Rescue Plan (ARPA)

Projects Update
January 23, 2023



ARPA PROJECTS

Projects **Update**

Presented by Debi Sandlin, Interim
Assistant City Manager

Presentation designed by PIO Office

Projects Launched

- Maryland DHCD
Community Development
Authority
- Education Scholarship
Program
- Healthcare Vouchers

Launching Soon

- Non-Profit Grant
- Tree Canopy Grant
- Business Improvement
Recovery Fund Round 3
- Small Business Capital
Improvement Fund

Project Pipeline

- Childcare Vouchers
- GHI Mortgage Assistance
- Old Greenbelt Health &
Luminis Health

PR Campaign

- Social Media
- News
- Community Outreach
- Website Update
- Email News Blasts
- Internet & Television

ARPA PROJECTS

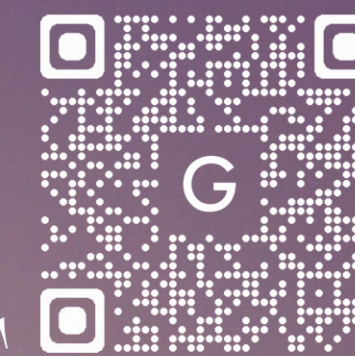
Projects **Launched**

- Maryland DHCD's Community Development Authority
- Education Scholarship Program
- Healthcare Vouchers

GREENBELTMD

GREENBELT EDUCATION SCHOLARSHIP

This grant is intended to help students affected by COVID seeking to further their education through college, trade school, or other educational courses. For details visit www.greenbeltmd.gov/scholarship.



Scan here to apply!



Scholarship Grant

The City of Greenbelt recognizes the importance of education to our community and residents interested in pursuing their education beyond high school.

Eligible applicants will be qualified to receive \$10,000, to be paid directly to the educational institution to cover two school years.

This grant is designed for all students affected by COVID, **regardless of grades or other merit systems.**



Grant Eligibility

Applicants must be a City of Greenbelt resident & meet income eligibility requirements (please see the online application for further requirements).

The application period is open December 15, 2022 through March 31, 2023.

For more information please visit www.greenbeltmd.gov/scholarship



Education Requirements

Scholarships will be awarded to applicants who have:

Graduated from high school, or completed a GED Program between 2020 and 2022.

Will be graduating in 2023.

Have been admitted, accepted or currently enrolled in a two or four year college/university; or vocational training program/school.

FIRST TIME HOMEBUYER MORTGAGE ASSISTANCE

Maryland DHCD's Community Development Authority (CDA)



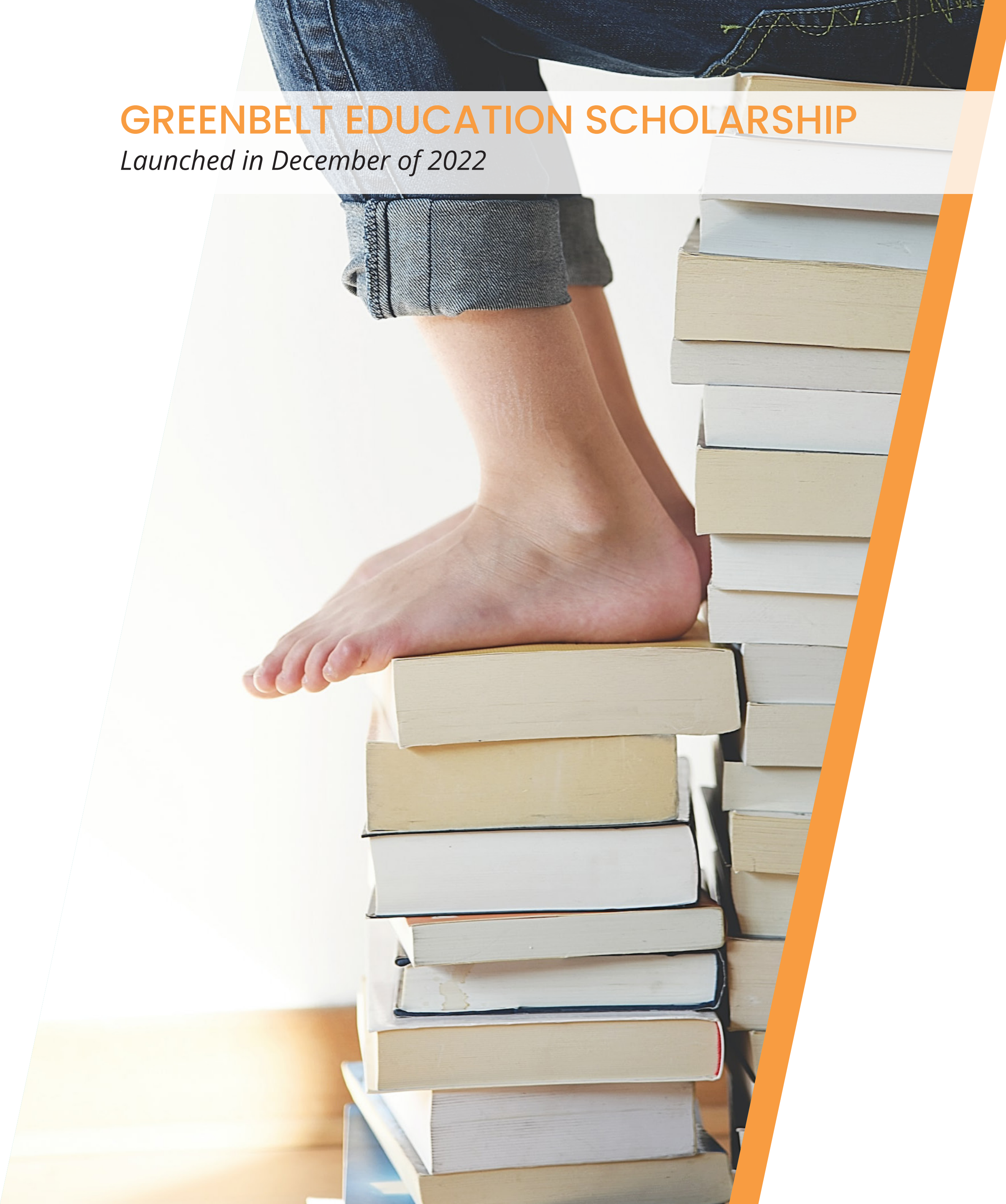
- Program rolled out on January 23, 2023.
- Letters were sent to participating lenders.
- DHCD created a landing page on their MMP website at <https://mmp.maryland.gov/Pages/GreenbeltHomeAdvantage/default.aspx>
- The link to the landing page and fact sheet was shared with the City.
- CDA will post on social media platforms targeting Greenbelt area.
- CDA will work with the City to hold a series of community meetings to explain the program to residents.
- Place an ad in a local newspaper.

FIRST TIME HOMEBUYER MORTGAGE ASSISTANCE

The City of **Greenbelt** will...

- Post the link to the landing page and the fact sheet on the City's website.
- Send out an email to residents with the fact sheet & the link to the landing page.
- Post the information on the City's social media platforms with a link to the landing page.
- Post an article in the Greenbelt News Review & the City Connector.





GREENBELT EDUCATION SCHOLARSHIP

Launched in December of 2022

Education Scholarship Program Promotion

- Posted in the City Connector.
- Posted in the Greenbelt News Review.
- Posted yard signs in key areas.
- Posted “news alert” on homepage of the City website.
- Posted on all City social media platforms.
- Sent out via email to news alert to all residents.
- Created informational flyers which are being shared with visitors to the Greenbelt Recreation Center.

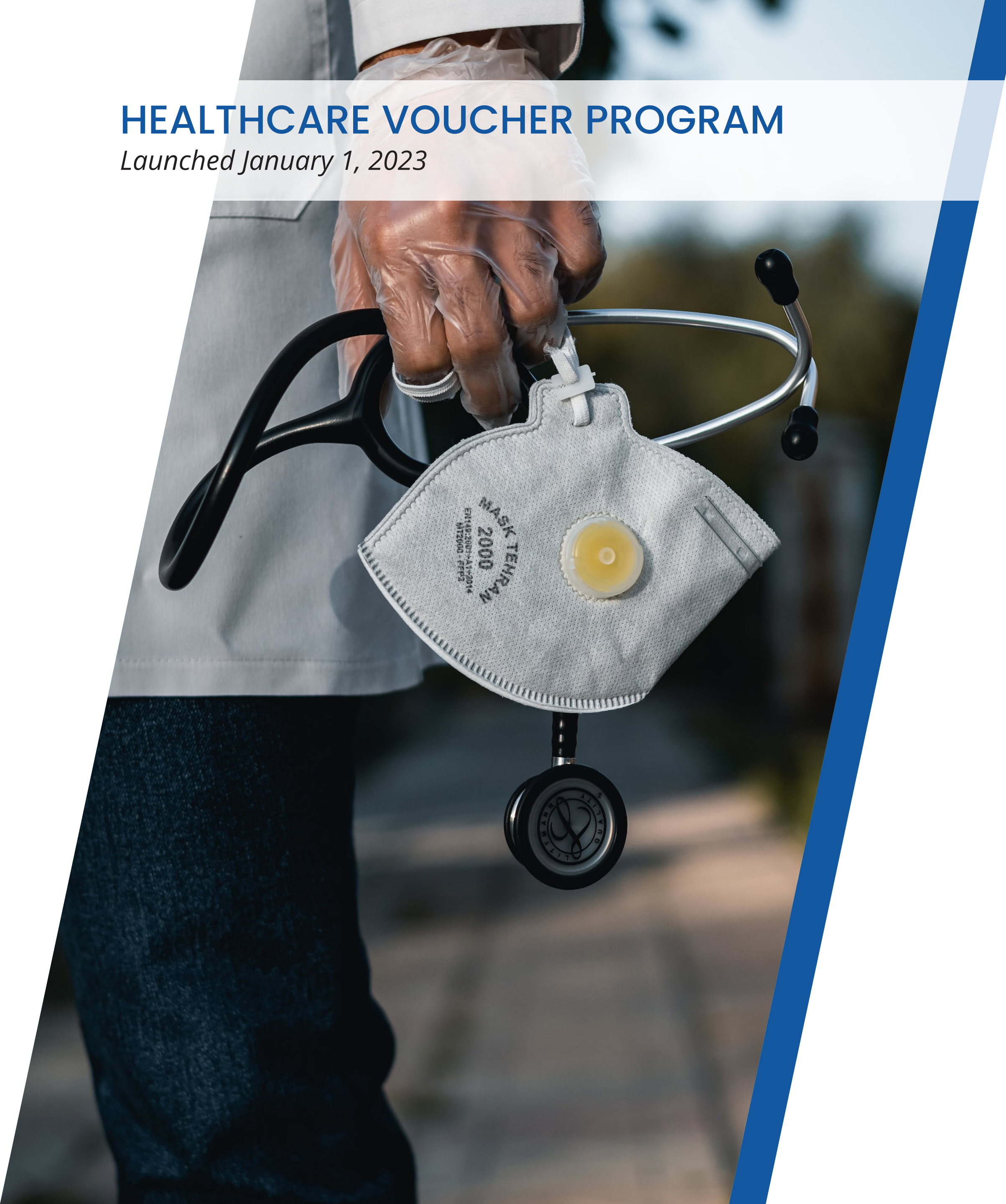
GREENBELT EDUCATION SCHOLARSHIP

Launched in December of 2022

Education Scholarship Community Outreach

- Reached out & shared information with the PTA.
- Communicated and shared information with the Greenbelt Homeschool Group.
- Shared informational flyer with both Bowie State and PGC Community College.
- Shared information with Roosevelt High School.
- Provided information and informational flyer with the Police Department's Community Officer for Franklin Park.
- Shared the informational flyer with Franklin Park Management Company.





HEALTHCARE VOUCHER PROGRAM

Launched January 1, 2023

Healthcare Vouchers CCI Health Services

- CCI Health Services has begun providing medical services to Greenbelt residents that are uninsured or underinsured.
- CCI is developing a marketing campaign to inform residents of their services and locations
 - radio
 - direct mailer to all residents in Franklin Park
 - social media
- Services include: medical, dental, & behavioral health.

HEALTHCARE VOUCHER PROGRAM

Launched January 1, 2023

The City of Greenbelt will...

- Post the information with a link to CCI's website on the City's website.
- Share the information on the City's social media platforms.
- Post information in the Greenbelt News Review & the City Connector.



LAUNCHING SOON



Launching Soon

- Non-Profit Grant
- Tree Canopy Grant
- Business Improvement Recovery Fund Round 3
- Small Business Capital Improvement Fund



LAUNCHING SOON

Non-Profit Grant

- Applications for Grants will be open by Mid-February.
- Closing date TBD.
- Applicants must be a 501 (c) 3 or 501 (c) 19 designated non-profit as defined by the United States Treasury.
- Qualified applicants will be eligible for up to \$25,000.

More information will be shared later during the Council meeting on this program.



LAUNCHING SOON

Tree Canopy Grant

- Application process opens mid-February.
- Grants due May 1, 2023.
- HOAs, apartment complexes, and Greenbelt homeowners are eligible to apply.
- Application will be reviewed by the Advisory Committee on Trees.

More information will be shared on this program later in the meeting.



Business Improvement Recovery Fund Round 3

- Grant is designed to support capacity building.
- Operational Improvements to businesses to ensure economic recovery, resiliency, & sustainability.

Small Business Capital Improvement Fund

- Focus of the program is to assist businesses with physical improvements to their buildings.

Mr. Simpson, the Economic Development Manager, will be presenting both programs to Council in February.



Project Pipeline

CHILDCARE VOUCHERS

- Director of CARES and Interim Assistant City Manager are in the process of developing program.
- Letters have been sent to both family childcare providers and commercial providers to schedule meetings to discuss program.
- Vouchers paid directly to providers.
- \$5,000 per child.

GHI MORTGAGE ASSISTANCE

- Interim City Manager & Interim Assistant City Manager are working with GHI to establish a mortgage assistance program.
- Letters to be sent to GHI lenders to inform them of the program & gauge interest in participating in the program.

ADDITIONAL PROGRAMS

- **Old Greenbelt Family Health** – healthcare voucher program.
- **Luminis Health** – Mobile diabetes screening & doula services.

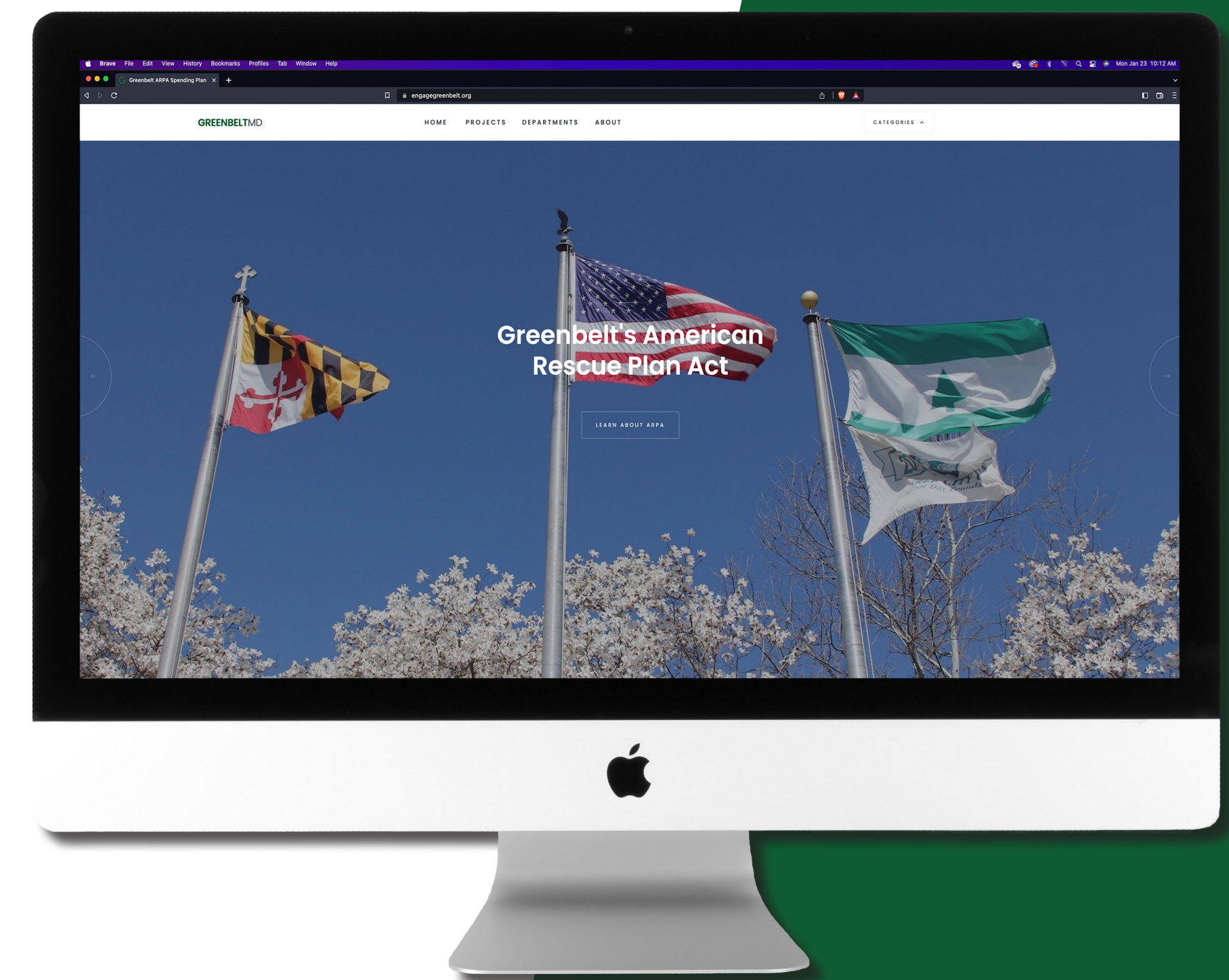
Staff is currently working out the details with both partners & plans to present more information on both programs to the Council in February.

Public Relations Campaign

Developed by PIO Coordinator & Interim Assistant City Manager to promote programs that *have launched* or are *coming soon*.

Campaign Roll-Out

- Create a graphic to use on social media & in news articles and promotions.
- Produce a video to showcase the ARPA programs.
- Place a separate ad in the Greenbelt News Review.
- Schedule an interview with the Greenbelt News Review to highlight the ARPA programs that have launched or will be launching soon.
- Reach out to HOA's to request placement of an article in their newsletters.
- Create a *"Projects Underway"* on the ARPA website page focusing on projects/programs that have been launched.
- Set-up a bi-weekly *"What's Happening"* with the City's ARPA funds news blast to residents.
- Posting the graphic and information on the City's Comcast & Verizon Channels.



City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Meeting Minutes

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

* Minutes of Council Meetings

Suggested Action:

* Work Session - August 4, 2021

* Work Session - March 21, 2022

* Work Session - June 1, 2022

Attachments:

[WS210804.pdf](#)

[WS220321.pdf](#)

[WS220601.pdf](#)

WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, August 4, 2021, to meet with the Prince George's County Memorial Library System – Greenbelt Branch.

Mayor Byrd started the meeting at 8:01 p.m. The meeting was held virtually via Zoom.

PRESENT WERE: Councilmembers Judith F. Davis, Emmett V. Jordan (8:16 pm), Leta M. Mach, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts (8:26 pm), and Mayor Colin A. Byrd.

STAFF PRESENT WERE: Nicole Ard, City Manager; Tim George, Assistant City Manager; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO PRESENT WERE: Shelly O'Brien and Heather Jackson, Prince George's County Memorial Library System; Marsha Voigt, Friends of the Greenbelt Library; Bill Orleans; Ric Gordon; and others.

Ms. O'Brien provided an update on the Greenbelt Library renovations, which include the library being painted a lighter color; new shelves being installed, and a new librarian, Ms. Rebecca, hired.

Ms. O'Brien explained how the library bridged the gap during the digital divide and pandemic. She stated that the library launched a program called "Online To Go" to help with digital equity. Online To Go is where library cardholders check out a Chromebook with a Cajet (sim card) built-in to utilize the internet anywhere. Ms. O'Brien said the laptops could be checked out of the library for three weeks with one renewal. She advised that the hours and staffing at the Greenbelt library are limited. Ms. O'Brien stated that the Online To Go program is a pilot program in seven branches and hoped to have Greenbelt as the eighth branch in the next two weeks.

She estimated 43-45 laptops would be available per branch. Ms. O'Brien outlined how the program was funded, which included a private donation through the Maryland State Library American Rescue Act, and that an employee had been hired to administer the program system-wide.

Ms. O'Brien wanted to discuss the City purchasing additional laptops for the Greenbelt Branch. Ms. Jackson stated that the New Carrollton Branch was one of the pilot program locations and explained the impact of implementing the program in a large apartment complex. She noted that the library is embedded in the apartment community by working with the families and the various needs met by the Online To Go program. Ms. Jackson stated that the Online To Go program is an excellent opportunity to invest in communities like Franklin Park and have an office in the Springhill Lake Recreation Center to assist with the laptops.

Based on a question asked by Ms. Mach, Ms. O'Brien answered that the laptops are based in the library maintenance system, and the user cannot make any adjustments to the computer. She explained that the system is monitored for viruses and that the user's personal information isn't saved to the laptop. Ms. O'Brien advised that the system is shut down if the computer is stolen or lost. Ms. Jackson reported that the users' data is not stored on the Chromebook but in an account on the Cloud.

Ms. Pope inquired how the laptops are being restricted from sites that are not age appropriate. Ms. O'Brien answered that the laptops use Cajet to receive internet access, and through Cajet, the library can monitor and restrict inappropriate sites. Ms. Pope informed Ms. O'Brien that Verizon and Comcast offer low-cost or no-cost internet connections to the Prince George's County School System. Ms. Jackson stated that the library had assisted families in contacting Comcast for internet service.

Based on a question asked by Ms. Davis, Ms. O'Brien answered that the former administration didn't advocate for staffing and could rotate staff between the branches during renovations. But now the library system realized that the departments need more staff. All the positions are filled except for two. The budget only allows for a certain amount of staffing. She stated that the staffing issue is the number one concern. Ms. O'Brien explained that the Library System did receive extra funding from the County Council for the Greenbelt Branch to resume Sunday hours starting in October or November.

Ms. Davis inquired about the percentage of laptops that are a loss. Ms. O'Brien answered that other library systems informed her that 10-20% would be lost. She advised that all the laptops are insured, and staff would file a claim once it is lost or stolen.

Based on a question asked by Ms. Davis, Ms. O'Brien answered that the library is requesting a donation through the Library Foundation. The foundation would enter into a contract or a Memorandum of Understanding (MOU) with the City and use the funds the City donates only in the Greenbelt Branch. She noted that users could be required to present an ID or bill with the Greenbelt zip code to ensure that the users are from the City. Ms. O'Brien also stated that the staff member would be working at the Greenbelt Branch and providing in-person classes.

Mr. Jordan stated that he appreciated the presentation but didn't know how he felt about the proposal.

Ric Gordon, a Greenbelt resident, asked if Ms. O'Brien considered contacting Fieldstone or the other property owners in Greenbelt West and Greenbelt East to have its library program on its property. Ms. Jackson noted a pilot program in Parkview Gardens Apartments where the library used a model unit to have classes, storytimes, and laptops on site. In addition, she advised that the library has been in contact with the Springhill Lake Recreation Center. Ms. O'Brien added that during the pandemic, she provided computers to an apartment complex in Laurel and provided classes to the residents.

Ms. Davis asked about programs the library could provide at the Greenbelt Branch due to the limited hours. Ms. Jackson answered that the library offered virtual programs during the pandemic, but it's limited to only the residents with internet access.

Ms. Davis inquired what the status of the Tugwell Room. Ms. Jackson answered that there were requests during the pandemic. In addition, the library was closed due to the COVID-19 protocol that was in place.

Based on a question by Ms. Davis, Ms. Voigt answered that the Used Book Store is closed until level 4 of the library COVID-19 protocol, and the Friends of the Greenbelt Library are in communication. In addition, she advised that the Friends of the Greenbelt Library also provided a sizable donation to the Greenbelt Branch to purchase Spanish language books.

Ms. Davis requested that the Friends of the Greenbelt Library review the proposal and provide Council with its opinion.

Bill Orleans, a Greenbelt resident, stated that the program should be funded through the Prince George's County American Rescue Plan Funds (ARPA) and not the City's ARPA Fund since the library is a County function. Ms. O'Brien agreed with Mr. Orleans that the County should fund the library system on a greater level. She noted that staff is a number one concern within the library system, and this program would ramp up the staffing issues faster than waiting on the County's next budget cycle.

Based on a question asked by Mr. Jordan, Ms. O'Brien noted the Greenbelt Branch is currently open Monday and Tuesday 10-6; Wednesday 12-8; Thursday and Friday 10-6; Saturday 10-5 and looking to add Sunday hours by October. Ms. Jackson noted that there had not been any renovation changes to the library since the last change a year and a half ago.

Ms. Davis stated that she agreed with Mr. Orleans that there aren't enough County funds to support many libraries, schools, health services, and social services. Ms. Davis advised that the City Council would advocate for larger budgets for the library system.

There was a discussion regarding the digital divide.

Informational Items

Ms. Davis stated that most of the Council attended National Night Out at Beltway Plaza, and Hunting Ridge did not have a National Night Out despite advertising that the community would host.

Based on a question asked by Ms. Davis, Mr. George answered that the final authorized version of the Collective Bargaining Agreement would be on the City's website tomorrow morning.

Mr. Jordan thanked Mayor Byrd for serving on the Foundation Board for the library.

The meeting ended at 9:21 p.m.

Respectfully submitted,

*Shaniya Lashley-Mullen
Assistant to the City Clerk*

WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, March 21, 2022, with NASA/Goddard Space Flight Center (GSFC).

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

Present were: Councilmembers Colin A. Byrd, Judith F. Davis, Brandon R. Gordon, Silke I. Pope, Rodney M. Roberts, Kristen L.V. Weaver, and Mayor Emmett V. Jordan.

Staff present were: Tim George, Acting City Manager; Terri Hruby, Planning and Community Development Director; and Bonita Anderson, City Clerk.

Also present were: Dr. Robert Gabrys, Center Director; Raymond Rubilotta, Associate Center Director; Phillina Tookes, Legislative Affairs Specialist, NASA/Goddard Space Flight Center.

Presentation overview

Mr. Rubilotta gave a presentation on the efforts of NASA Goddard Space Flight Center, which had a successful year of missions, developments, and outreach programs despite the challenges of the pandemic. He reported that the James Webb Space Telescope launched on December 25, 2021, and is in orbit and operational.

Mr. Rubilotta gave an update on the Covid status noting that NASA Goddard Space Flight Center is now in the green Covid category, removing the mandate of wearing masks; however, masks continue to be a personal option. He noted over 90% of employees were vaccinated, with 4,000 employees working at the Center.

Mr. Roberts inquired about the status of the mask mandate indoors. Mr. Rubilotta responded that following the CDC requirements for federal facilities in the green Covid category, masks are optional indoors.

Ms. Davis inquired about the opening of the Visitor Center. Mr. Rubilotta noted that the Visitor Center would move to Stage One in May 2022, reopening to the public.

He also noted that the staff is focused on developing programs to engage guests. The City Council is willing to assist in promoting this to city residents.

Mr. Rubilotta noted that the NASA Goddard Space Flight Center has a robust program tracking the various pieces of space debris, which can threaten the millions in assets of devices orbiting the Earth.

The International Space Station is approaching the end of its functional life, set to cease in 2031. However, Mr. Rubilotta stated that this might be extended. The Moon Orbiting Gateway Station, part of Artemis, would be its likely successor.

The City Council indicated an interest in the fate of Area 400, a mostly wooded 105-acre site at the Center, formerly used for propulsion development and now devoted to storage. The Center no longer has the funds to maintain it to agency standards properly and must divest it. Mr. Rubilotta assured the Council that, through ongoing discussions with the Department of the Interior, the U.S. Fish and Wildlife Service, and the Patuxent Research Refuge, the Center is making strong efforts to ensure that the site is never developed commercially or residentially. Mr. Rubilotta stressed NASA's devotion to

addressing climate change and being good stewards of the environment.

Mr. Rubilotta noted that the Goddard Facility Master Plan was approved by the agency this February. The master plan looks to revitalize the Center to meet its future needs.

Mr. Rubilotta noted that on September 16, 2021, the Center's Baltimore-Washington Parkway access bridge was severely damaged in a trailer accident and remained closed due to safety. NASA Goddard Space Flight Center is working with the National Park Service on redesign and repair efforts.

Mayor Jordan suggested creating a separate bike lane. Ms. Hruby offered the city's services to find alternate, safe bike routes.

Mr. Rubilotta noted that in 2021 Goddard hosted 503 virtual interns. Mr. Byrd inquired about the number of Eleanor Roosevelt High School students in the STEM Academic Research Experience program. Dr. Gabrys indicated that the STEM Academic Research Experience is a program with local schools with about 15 to 20 students from Eleanor Roosevelt High School and half of that many from DuVal High School.

Council Reports –

Several informational items were discussed.

The meeting ended at 9:50 p.m.

Respectfully submitted,

Bonita Anderson
City Clerk

BUDGET WORK SESSION OF THE GREENBELT CITY COUNCIL held Wednesday, June 1, 2022, for the final review of the Proposed FY 2023 Budget.

Mayor Jordan started the meeting at 7:30 pm. The meeting was held in the Council Chambers of the Municipal Building, 25 Crescent Road, and via Zoom.

PRESENT WERE: Councilmembers Colin A. Byrd, Judith F. Davis, Silke I. Pope, Ric Gordon, Rodney M. Roberts (7:36 pm), Kristen L. K. Weaver, and Mayor Emmett V. Jordan.

STAFF PRESENT WERE: Tim George, Acting City Manager; Dawane Martinez, Director of Human Resources; Bertha Gaymon, City Treasurer; Brian Kim and Brian Townsend, Acting Directors of Public Works; Dale Worley, Director of Information Technology; Greg Varda, Director of Recreation; Chief Rick Bowers, Greenbelt City Police Department; Chondria Andrews, Public Information and Communications Coordinator; Terry Hruby, Director of Planning and Community Development (virtually); Anne Marie Belton, Executive Associate; and Shaniya Lashley-Mullen, Assistant to the City Clerk.

ALSO, PRESENT WERE: Alexander Zajac, Bill Orleans, and others.

Council discussed the proposed FY 2023 budget. Mayor Jordan stated that Council had eight work sessions and two public hearings discussing the proposed budget. Ms. Gaymon provided Council with an overall summary of the proposed budget, including \$33,352,800 in total revenues, \$33,188,200 in expenses, and a Fund balance of \$164,600. She advised that Council had submitted an additional \$781,000 in ideas to be added to the proposed budget.

Based on a question by Mayor Jordan, Ms. Gaymon answered that a 2% Cost of Living is incorporated into the budget at \$439,000 as well as a 3% merit increase at \$658,000 for all classified employees.

Council reviewed the additional positions, salaries, and benefits.

There was discussion regarding the additional positions in Administration, Information Technology, Planning Community Development, Public Safety, CARES, and Recreation. Ms. Davis pointed out that the Public Safety and CARES Crisis Intervention Counselors would be paid through the American Rescue Plan Act (ARPA) Fund. She suggested reviewing the additional positions to see if they are essential for this fiscal year or could be held until the following year.

There was a discussion regarding using ARPA Funds to fund the additional positions. Based on a question asked by Ms. Pope, Mayor Jordan answered that by using ARPA Funds to launch the positions, the City would have to fund the positions entirely in two years. Mr. Roberts expressed that ARPA Funds should not be used to fund positions or for reoccurring costs.

Based on a question asked by Ms. Davis, Ms. Gaymon advised that the Financial Policies that Council approved with Davenport, the Rainy-Day Fund and the Budget Stabilization Fund, are restricted funds, and those line items would be added to the following year's budget. Ms. Davis stated that the Compensation Study would also be added to the Fiscal Year 2024 Budget, which would cause a significant increase.

Ms. Gaymon explained the tax rate, the constant yield rate, and the tax impacts on residents. Mayor Pro Tem Weaver stated that the impact on individual homeowners is small compared to the consequences of the City cutting positions and services. Mr. Roberts noted that the City of Greenbelt has one of the highest tax rates in Maryland, and the City should try and maintain the tax rate. He stated that we shouldn't raise taxes and he wasn't in favor of hiring additional employees.

Mayor Jordan read a question from Scott from the Zoom "Question and Answer" feature, inquiring if there is a \$ 4 million surplus and why the need to increase in the constant yield tax rate. He stated that the regular yield tax rate should be maintained at its current level or adjusted. Mayor Jordan answered that the proposed budget keeps the current tax rate. He also noted that there wasn't a surplus. It was a Fund balance that wasn't spent in the last fiscal year.

There was a discussion regarding tax abatements. Ms. Gaymon stated that she would add \$1 million in restricted funds to the budget line item for abatements that would come in in future years. Mayor Jordan requested that the State inform Council when a tax abatement has been filed. This should be discussed during the Maryland Municipal League (MML) Legislative Action Requests (LARs). Ms. Davis requested that Ms. Gaymon check with the nearby cities regarding their abatements.

Bill Orleans, a Greenbelt resident, requested a copy of the new slides presented at today's work session.

Council reviewed the Fiscal Year Budget Update List.

There were no recommended adjustments to the Fiscal Year 2023 revenue.

New Chairs

Mr. George advised that the chairs for Council could be removed from the list. He noted that the chairs would be purchased during this fiscal year.

Mayor Pro Tem Weaver read a question from the Zoom "Question and Answer" feature from Alexander Zajac, stating that page 2 says \$5,000 will be spent on chairs for Council. He asked how old the chairs were and was this expense necessary. Also, how many chairs are being replaced and from where are the chairs being procured? The Council stated that the chairs are 12 years old. Mr. George answered that all 12 chairs would be replaced, costing \$3,400. There was further discussion regarding the chairs in Council Chambers.

Citywide Broadband Feasibility Study

Mayor Jordan stated that the Citywide Broadband Feasibility Study could be removed from the list and added to the ARPA expenditure list. Mr. Worley noted that the study would cost \$80,000, not the \$20,000 listed.

Increase Homeowner Grant Program

Ms. Davis explained that increasing the homeowner grant program would benefit the employees and encourage employees to buy a residence in the City.

Increase Retiree Prescription Subsidy

There was a discussion regarding the retiree subsidies.

Meals on Wheels

Mr. George stated that an additional \$5,000 was added to the budget to continue providing residents services.

Ms. Davis noted that the program already receives \$3,000 and then added \$2,000, not \$5,000.

Inspector Position and Abatement Fund

Mr. George explained that the \$20,000 abatement fund is for the City to abate issues when the property doesn't have the funds. He also stated that \$90,000 was to hire an additional inspector.

Based on a question asked by Ms. Pope, Ms. Hruby answered that a new Code Enforcement Officer was just hired and that this would be an additional position to address the increased demand for inspection due to the growth within the City over the last several years.

She advised that the new inspector would target signage and noise issues.

Regarding the abatement fund and inspector position discussion, Ms. Davis requested that the City have a policy regarding the fund. In addition, she stated that she wasn't in favor of hiring an additional inspector.

Vehicles

Chief Bowers explained that all the patrol vehicles are hybrids. The department did research hybrids or other alternatives for non-patrol vehicles. However, he expressed concerns about an all-electric vehicle, including not having the infrastructure at the officer's residence to charge the cars.

There was a discussion regarding fleet replacement vehicles. Based on a question asked by Ms. Davis, Chief Bowers answered that the ten cars would be available from the manufacturer in 24-30 weeks.

Mayor Pro Tem Weaver read a question from the Zoom "Question and Answer" feature from Alexander Zajac, stating that page 3 displays that \$58,400 is required per vehicle that is proposed to be purchased. He asked why is the cost high. Chief Bowers answered that the price includes the price of the car, the radio, computer docks, and other equipment used for a police vehicle.

Animal Control Position

Ms. Davis stated she didn't favor hiring an additional animal control position.

Based on a question asked by Mr. Gordon, Chief Bowers answered that the additional animal control position could be put on hold. He advised that there are currently two full-time Animal Control Officers.

Recognition Groups – Labor Day Festival

There was discussion regarding adding \$2,500 to the budget to transport residents to the Greenbelt Labor Day Festival if the Greenbelt Connection wasn't available. Mayor Jordan stated that he favored this additional expense and wanted to ensure the festival was accessible to all residents. Ms. Davis suggested that the \$2,500 could be in the Recreation Department budget.

Greenbelt Connection Part-time Driver

There was a discussion regarding a part-time driver. Based on a question asked by Ms. Davis, Mr. Varda stated that there was no need for an additional part-time driver for the Greenbelt Connection.

Based on a question asked by Ms. Pope, Mr. Varda answered that the Recreation Department would work with the Public Works Department to ensure the Greenbelt Connection is available for the Greenbelt Labor Festival if not another a bus company is not available to transport residents.

E-bikes

There was a discussion regarding electric bikes. Ms. Pope stated she requested two electric bikes for the officers because some of the areas in the City are hilly. Mayor Jordan suggested that the electric bikes be used for the Park Rangers instead of the Police.

Based on the question asked by Ms. Davis, Chief Bowers answered that there is a Community Policing Unit that provides additional bike patrol. In addition, Mr. Gordon and Ms. Pope stated that they had spoken to residents who had asked for further bike patrol.

Mobile Crisis Unit – Two Crisis Intervention Counselors

Mr. Byrd explained he had received feedback from residents regarding specific situations within and out of the City. He notes that hiring the two additional crisis intervention counselors would help.

There was a discussion regarding the Co-Responder Program. Based on a question asked by Mayor Jordan, Ms. Gaymon answered that these two positions are in addition to the crisis intervention counselors for the Police Department and CARES. Chief Bowers explained the Co-Responder Program, which included partnering an officer with a Crisis Intervention Counselor to respond to calls and follow up on after-care calls.

There was a discussion regarding the capacity of adding additional counselors. Ms. Pope stated that she would vote for one counselor at this time until the Co-Responder Program is established and requested that Chief Bowers report back to Council and ask for the additional counselor. Based on a question asked by Mr. Roberts, Chief Bowers explained the calls for service that the counselor would respond to and the unallocated time so they would provide follow-up services. Chief Bowers stated that protocols, policies, and procedures would be established and set.

Ms. Davis and Mayor Jordan stated that the positions could be funded through ARPA and don't need to be added to the proposed budget.

Based on a question asked by Mr. Byrd, Chief Bowers answered that the Co-Responder Program counselors could partner with the School Resource Officer (SRO). Still, different rules apply to students in the Board of Education policy.

Public Safety Advisory Committee (PSAC)

Ms. Davis stated that PSAC requested a total of \$1,900; the addition would be only \$1,000, not \$1,500.

Greenbelt Advisory Committee on Environmental Sustainability (Green ACES)

Ms. Davis stated that Council just received the Green ACES proposal and requested \$1,000.

On page 210, Ms. Davis stated that some of the proposed figures should be changed, and some should be eliminated for the Contribution Groups. She noted that the Boys and Girls Club only requested \$12,000 instead of \$15,000. Two organizations didn't even apply for funding, and \$7,700 should be removed from the proposed budget.

Mr. Orleans requested additional information regarding Anne Arundel County's Co-Responder Program and additional information on the proposed crisis intervention counselors.

Council recessed the meeting at 9:31 pm.

Council reconvened the meeting back at 9:52 pm.

There was a discussion regarding the proposed new positions. Ms. Davis proposed eliminating the Diversity, Equality, and Inclusion Coordinator position. Mayor Jordan suggested funding the Grant Coordinator position and the Diversity, Equality, and Inclusion Coordinator half through the ARPA Funds and half through the proposed Fiscal Year 2023 budget. Mayor Pro Tem Weaver stated she didn't favor eliminating the Diversity, Equality, and Inclusion Coordinator. Ms. Pope agreed with Ms. Davis to eliminate the Diversity, Equality, and Inclusion Coordinator position. Mr. Roberts expressed concern regarding the Grant Coordinator position and didn't think ARPA Funds should be used to fund that position. He stated that the position would increase the tax load for the residents. Mr. George explained that a Grant Coordinator could work with all the departments and assist with earmarks. The positions could be funded through the ARPA Funds through half of Fiscal Year 2024.

Based on a question by Mayor Pro Tem Weaver, Mr. George answered that the ARPA Fund is funding the ten police vehicles.

Ms. Davis expressed her concern about funding the Diversity, Equality, and Inclusion Coordinator position and the Grant Coordinator position with ARPA Funds. She stated that Council hasn't had the ARPA Work Session to discuss what the residents want.

Council reviewed and discussed the updated proposed expenditures based on the earlier discussion, including removing funding for the chairs, the Broadband Feasibility Study, reducing

the Homeowners Grant, removing the additional vehicles for Public Safety, eliminating the Animal Control position, eliminating the Crisis Intervention Counselor positions, and removing the additional funding for the Greenbelt Labor Day Festival.

There was a discussion regarding the additional items identified with no associated costs. Based on a question asked by Ms. Pope, Mr. Varda explained that the City has a cell phone stipend policy program that the Park Rangers could use instead of purchasing additional cell phones. He stated that the Splash Pad is in the Capital Project Fiscal Year 2024 proposed budget. Ms. Pope asked about the water access for the Dog Park. Mr. Townsend stated that the permit process is moving forward with WSSC. Mr. Byrd requested that staff research and report to Council before adopting the Fiscal Year 2023 Budget the following: dedicated staff for the Explorers program and interns should get paid.

There was a discussion regarding legal counsel.

Mr. Orleans requested that the total amount of ARPA Funds that would be utilized in the Fiscal Year 2023 Budget should be posted on the City's website and available to the public, with the specific line items including proposed positions.

Council and Mr. George thanked the staff for all their hard work.

Informational Items:

Council discussed the upcoming Maryland Municipal League Summer Conference.

The meeting ended at 10:43 pm.

Respectfully submitted,

Shaniya Lashley-Mullen
Assistant to the City Clerk

City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

* Board of Elections - Proposed Election Code and Charter Amendments: Early Voting and Date of Election Day Report

Suggested Action:

It is recommended that Council accept this report.

Attachments:

[Board of Elections Report.pdf](#)

MEMORANDUM

DATE: January 12, 2023

TO: City Council, City of Greenbelt

FR: Board of Elections

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

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

EARLY VOTING

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

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

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

ELECTION DAY DATE AND TIME

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

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

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

ATTACHMENT A:

GREENBELT ELECTION CODE AMENDMENT:
EARLY VOTING PROCEDURES

Sec. 8-13. Early voting.

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

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

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

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

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

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

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

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

KEY:

[Brackets] indicate deletions from existing law.

Italics indicate additions to existing law.

City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

* Public Safety Advisory Committee - Review and Recommendations of Nine Pending Police Procedures

Suggested Action:

It is recommended that the City Council accept this report.

Attachments:

[2023 01 11 PSAC review of Police Dept recommendations and their status report regarding General Order changes SUBMITTED.pdf](#)

DATE: January 11, 2023

TO: Dawane Martinez, Staff Liaison to the Public Safety Advisory Committee

CC: Greenbelt City Council
Tim George, Acting City Manager
Police Chief Bowers

FROM: Greenbelt Public Safety Advisory Committee
Peggy Higgins, Chair
Members: Stan Zirkin, Eunice Pierre, Mary Thomas, Cindy Comproni, Dr. Laura Kressler

RE: Review and Recommendations of 9 pending Police Procedures needing Council Attention, Police Department submission of compliance with Council resolution 2096-2 and Related Items

At the City Council's December 19, 2022 work session on police reform, the Public Safety Advisory Committee (PSAC) was invited to submit a written review of the Greenbelt Police Department's (Department) responses regarding 9 recommended changes to the Department's general orders.

The 9 recommendations are those remaining following the Council-adopted January 2021 resolution (2096-2) of 22 of the 31 police procedure reform recommendations initially proposed to Council by then-Mayor Byrd and the PSAC. This document includes PSAC's responses and recommendations (Section I).

After the December 19th meeting, the Department submitted a report on the status of the Department's compliance with the January 2021 Council resolution. In Section II of this document, the Department's report of compliance with Council resolution is reviewed. Section III contains PSAC's recommendations as to remaining issues regarding police reform.

I. PSAC's REVIEW OF REMAINING 9 RECOMMENDATIONS FOR REFORM OF POLICE PROCEDURES

Recommended change #1– *Issue a general order requiring referral to the state's attorney's office to investigate any officer whose conduct results in a fatality.*

The Department proposed no action as state legislation has addressed this topic and that "this information is continued in general order 635 section IV U".

PSAC Recommendation: PSAC agrees that new state legislation addresses this issue. However, although cited by the Department, there is no section IV U in general order 635. PSAC recommends this information be added to the general order.

Recommended change #2 – *Ban detention of a civilian who is not suspected of a specific crime.*

The Department proposed no action, stating this item is covered in general order 602.

PSAC Response and Recommendations:

1. The Department's newly revised Search and Seizure general order 602 (December 15, 2022) X: Terry Stops and Frisks A.1 states that "officers may stop individuals to conduct an investigative detention only when there is reasonable and articulable suspicion to believe that a crime has been, is being or is about to be committed". One of the specific factors an officer can consider in justifying the investigative detention to reasonably warrant the stop is "c. the suspect's presence in neighborhood or location is suspicious". (X.A.3.c).

Further, a factor for the officer to conduct a pat down/frisk for weapons is: "The hour of day and location or neighborhood where the stop takes place" (X.C.3.g).

During the December 19 work session, the Chief responded that these specific factors are factors acceptable to the Supreme Court. He recommended no change be made.

However, while the Supreme Court may have determined these to be acceptable factors for officers' consideration in making a stop or frisk, the Supreme Court does not require use of these factors.

At the December Council meeting, the Chief spoke of the importance values have in the Department's culture and interaction with the community. The inclusion of these specific justification factors in the new general order provides the potential for great abuse and racial profiling. There should be no place in Greenbelt where an individual's presence in a neighborhood or location is considered suspicious and a justification to warrant a stop and investigative detention.

There are nine other facially legitimate factors in the general order guiding officers in suspicious behaviors that provide justification to make a stop, and six other factors guiding officers that provide justification for a stop and pat down for weapons.

PSAC's Recommendation: In PSAC's view, presence at a location or neighborhood or the hour and neighborhood where the stop takes place should be removed as Departmental factors justifying stops and/or frisks.

2. General order 602 IV: Search of Arrestee details states that when an officer arrests "a transgender person and the officer knows the birth sex of the arrestee, the arrestee will be searched by an officer of that same birth sex." However, "if the arrestee's birth sex is in

question, the arrestee will be searched by an officer of the gender the arrestee is presenting” unless “the arrestee objects” and then “supervisors shall be consulted”.

PSAC’s Recommendation is that the transgender person be searched by the gender the arrestee is presenting regardless of whether the officer knows the birth sex of the arrestee. In PSAC’s view, participating in a cultural war against the LGBTQ community is not something to be encouraged in Greenbelt.

Recommended change #3 – Direct staff to reconsider whether GPD interview procedures with juveniles fully met the “doctrine of parentis patria, where the state plays the role of the parent, rather than adversary, to the child” as noted in Section 5 of general order 804.

The Department stated this issue is covered by state law and recommends no additional action be taken on this item.

PSAC Recommendation: PSAC agrees with the Department that the issues of concern are addressed by the recent passing by the legislature of the Child Interrogation Protection Act.

Recommended change #4 – Modify general order 674 to require the release of all body camera footage within 7 working days of a request and within 3 working days of request for footage related to use of force incident.

The Department proposes 15 business days as the time frame for citizen’s requests for body-worn camera video and 30 days for attorneys, insurance companies or other commercial entities in accordance with Maryland law.

PSAC Response and Recommendation: Council has discussed this issue at length. We still believe that a tiered approach is appropriate and workable.

Recommended change #5 – Add a provision to general order 674-09 Body-Worn Camera System Program: Internal Access, Review and Use of Recordings (C) that stop and frisk incidences based on suspicion be included on the list of incidences that supervisors shall review.

The Department response is to link this requirement to required MSP97 Firearm search report as a departmental mechanism to track review of stop and frisk incidents.

PSAC Response and Recommendations:

1. Stop and frisks of armed individuals are done solely for officer safety and are not to be done as a means of developing more information. Frisks of individuals are particularly

invasive procedures. Such actions warrant supervisory review. The Department's plan to track supervisory reviews through the MSP97 Firearm search seems like a reasonable plan. PSAC recommends that clarity be provided regarding when this review procedure shall begin.

2. General order 674 09.C. identifies five situations when a supervisor shall review BWCS recording of an incident, six situations if/when stop and frisks are added for required supervisory review. One of the situations is when "an officer is involved in a reportable use of force incident." PSAC Recommendation: There shouldn't be any use of force incidents that aren't reportable and all use of force incidents warrant supervisory review.

Recommended change #6 – Expressly ban all stop and frisk tactics that have been declared unconstitutional, including those tactics that were found unconstitutional in the case of Floyd versus City of New York.

The Department stated they are removing language referring to aggressive and proactive patrol. Further the Department stated that to conduct a "frisk" of a person the officer must "fear that the individual may be armed and dangerous to him, her or others."

PSAC response: PSAC agrees with the Department's decision to remove aggressive and proactive patrol language from general order 620 Field Investigation Report/Stop and Frisk Report.

Recommended change #7 – Expressly prohibit stopping people solely based on race and gender.

The Department proposed no action be taken, stating this is already prohibited in general orders and that to conduct a frisk of a person the officer must "fear that the individual may be armed and dangerous".

PSAC Response and Recommendation: As noted earlier, PSAC views language supporting stops and/or frisks where "the suspect's presence in a neighborhood or location is suspicious" and "the hour of day and location of neighborhood where the stop takes place" can be viewed as racially tinged and subject to great abuse. It should be eliminated.

Recommended change #8 – Require that at the time a citation is being issued, officers explain to each traffic violator receiving a citation that traffic court has the authority to dismiss or reduce the ticket and/or fine upon hearing a plea of not guilty or guilty with an explanation from the violator. In order to assure uniformity in the information provided, it is recommended that a card with this information be printed, English on one side Spanish on the other, for the officer

to provide each traffic violator receiving a citation, so that the traffic violator receives the information both verbally and in written form.

Department response: The Department should not create a separate set of directions that may cause conflict with the courts.

PSAC Response and Recommendation: Chief Bowers stated that when he was a street officer, it was common for officers explain their options to alleged traffic violators when the law required traffic violators to sign that they had received a ticket. Since the law changed and alleged traffic violators are no longer required to sign, officers no longer provide that explanation.

The receipt of traffic citation/s could have negative consequences for individuals' lives, especially those receiving multiple tickets/points. It is not an uncommon occurrence in Greenbelt for individuals to receive multiple tickets/points during one stop. At the time an individual receives a citation/s, they should be advised verbally of their options.

As a street officer, Chief Bowers has said he utilized a prepared speech which in substance included the following "This is a Maryland State citation for, fill in the blank, whatever the citation. You have the right to stand trial in Maryland District Court. If you want to plead guilty, not guilty, guilty with an explanation, follow directions on the back of the citation. It explains everything you need to know."

Chief Bowers' comments reveal how easy it would be to explain to accused traffic violators their rights and options. This appears to PSAC to be the right approach and does not appear to be inconsistent with the court's directions.

PSAC Recommendations:

1. This policy be re-instated and that Chief Bowers' four sentence prepared speech be said to each traffic violator receiving a citation.
2. The latest data from the Department regarding citations (2021 CALEA Table) is that 30% of the traffic tickets in 2021 were given to Hispanics. Hispanics constitute 18% or approximately 4,500 residents of Greenbelt. US Census Bureau reports that 32% of homes in Greenbelt speak a language other than English at home.

Given the language barrier for those individuals for whom English is a second language, PSAC recommends officers have and disseminate a card that provides Spanish translation of the information on the back of the citation, with references to MVA sites for additional information.

Recommended change #9 – Request that GPD explore the feasibility of capturing data on the number of all stop and frisks based on suspicion including race, gender, age range of the person [Greenbelt resident status/city of residence/resident or non-resident/place of residence], details of the reason for the suspicion and whether the person was subsequently arrested.

The Department stated it does not have the ability to create reports of this nature with current software and recommends no action be taken on this item.

PSAC Response and Recommendation. It is concerning that the Department is not currently tracking or reviewing officer stops nor stops and frisks for suspicion of individuals and the demographics of those being stopped/frisked.

PSAC recommends that the Department compile whatever data is currently available and explore how more detailed reports can be generated with more sophisticated computer programs.

II. STATUS OF DEPARTMENT COMPLIANCE WITH COUNCIL RESOLUTION 2096-2 ADOPTED JANUARY 10, 2022 – 22 ITEMS

In its September 7, 2022 report to Council, following review with Chief Bowers, PSAC submitted an update of the status of the Department's compliance with Council's January 2021 resolution.

In its report PSAC identified Department compliance with 14 of the items in the resolution, no action on 4 and ambiguous/non-compliance with 4. On Thursday, December 29, PSAC received a report from the Department of their assessment of the status of their compliance with Council's resolution. This section combines and updates the information from PSAC's September 2022 report and the Department's assessment.

A. NO DEPARTMENT ACTION IN 3 of Council Resolutions

In its September 2022 report, PSAC identified that no action had been taken on 4 of the 22 Council Resolutions: Resolution numbers – 12, 16, 19, 20. With Council Resolution #20 having been addressed, that number has been adjusted to reflect the 3 resolutions where no action has been taken.

Council Resolution 12 -- broadening the definition of "complaint"

Council Resolution 16 -- providing for a specialist in law enforcement recruitment, promotion, and retention

Council Resolution 19 -- reviewing policies on retention of photographs with a one-year limitation.

In its submission, the Department concurs that no action on Council Resolution 12, the broadening the definition of “complaint”, has been completed.

PSAC recommends that the Department promptly comply with this resolution.

In its assessment regarding Council Resolution 16 -- “providing for a specialist in law enforcement recruitment, promotion and retention to assist in improving the diversity of the Greenbelt Police Department, as soon as practical”, the Department stated “the city is hiring a DEI [diversity, equity, inclusion] officer”.

The Department’s statement implies the city hiring of a diversity, equity, inclusion officer (DEI) complies with Council’s directive. The job description for the DEI officer identifies 12 essential job functions, one of which is “develops strategies focused on recruiting and retaining a diverse workforce”.

However, that function combined with the other 11 essential job functions relate to all city personnel and city departments as well as the community-at-large. The essential responsibilities of the DEI position do not include a focus in law enforcement recruitment, promotion and retention. Nor does the job description include that as knowledge or skill for the position.

While consistently identifying recruitment of officers as a challenge the Department is facing, the Chief’s statements regarding the Department’s recent successes in diverse hiring of officers seem to imply that there is no need for a law enforcement specialist.

PSAC recommends compliance with this Council directive, especially given the high turnover rate the Department has experienced over the last few years, the high number of new officers on the force and the importance of being continually attentive to implicit bias.

Council Resolution 19 -- reviewing policies on retention of photographs with a one-year limitation.

In its assessment of the status of Council Resolution 19, the Department stated “The Department will maintain the record of the stop as prescribed in general order 620. Photos that are taken during the field interview are stored in evidence.com. The Department will modify the retention schedule to purge the photos after 12 months.”

During the December 19, 2022 Council meeting the Chief reported that the Department had begun purging said photographs of individuals after a year, which is somewhat confusing as this follow-up Department statement speaks in the future tense. The Chief further said the Department was maintaining the field investigation report on said individuals for 7 years, in part because the possibility of a lawsuit extended for 5 years after a stop.

Over the past year and a half the Chief has repeatedly voiced opposition to this resolution. However, this is the first time the Chief has framed the issue within the context of a possible lawsuit. It would be helpful to have the legal citation the Chief referenced.

Assuming the Chief is correct, PSAC would then recommend that all field investigation reports where no arrest has occurred be purged at 5 years and that specifics be provided regarding the process for purging field investigation reports and photographs, whether on a rotating basis each month or once a year and when the purging process has begun.

B. AMBIGUOUS OR NON-COMPLIANT DEPARTMENT ACTIONS in 3 of Council Resolutions. In its September 7, report PSAC identified 4 ambiguous or non-compliant resolutions. The issues for Council Resolution 5 and Council Resolution 6 have been addressed and the number of ambiguous or non-compliant resolutions is adjusted to 2 remaining resolutions.

Council Resolution 11 -- Resolution 11 required the Department to modify general orders "to allow the public to see disciplinary and internal affairs records, including complaints determined baseless."

The Department's submission stated "The Department does not determine that complaints are 'baseless'. The Department currently uses the below-listed findings. To comply with this section the Department would need to create a new finding and provide a definition."

PSAC Response: PSAC has no issue with the Department maintaining its definitions so long as the substance of the resolution is carried out.

Council Resolution 13 -- Resolution 13 provided a series of directions to the Department related to the proper operation of body cameras and directed that the Department add a provision to General Order 402 that if an officer fails to adhere to any of these requirements, "the officer will be subject to discipline up to and including discharge."

The Department's submission claims that this item is "Completed. As with any disciplinary issues that occur after July 1, 2022, the Department must refer to the new state-approved matrix. OO. Employees are required to use and operate issued Body Worn Cameras pursuant to General Order 674. General Order 402 undergoing a complete rewrite 11-8-22."

We disagree with the Chief's assessment that there has been compliance with this provision. It is only in general order 674 Body Worn Camera System where anything about discipline is mentioned. General order 674 merely states in Section C that "Officers will use the BWCS in

accordance with their training and this policy. Violations of this policy may result in disciplinary action.”

Missing is Council-mandated language “the officer will be subject to discipline up to and including discharge” for failure to comply with body-worn camera policy even though general order 674: Body Worn Camera underwent a re-write that became effective March 31, 2022.

Further, in general order 402 Disciplinary Process, there are 62 specific violations in 4 different categories where disciplinary actions are delineated. They include: grooming violations, illegal parking of police vehicle and violations of telephone procedures among others. However, failure to comply with body-worn camera policy is not listed in any of the 4 different violation categories.

III. ADDITIONAL RECOMMENDATIONS:

The Council worked diligently in the fall of 2021 to develop policies regarding how the Department is to interface with the public. As our elected leaders and policy makers, the Council holds a critical policy role in assuring the Department’s daily operating procedures are aligned with our community’s values. It is within that framework that PSAC makes the following additional recommendations:

- Recommend that the Council formally vote on a resolution regarding the 9 remaining police reform changes in order to provide clear policy direction to the City Manager and the Department and that as part of the resolution that the City Manager submit, by a date certain for Council approval of schedule, a schedule for Departmental compliance with the new resolutions.

A lack of a clear adopted resolution regarding these remaining items will be a source of continued confusion. Even with the resolution adopted by the Council, now almost a year ago, there are still several remaining compliance issues pending directing the Department’s interface with the public.

- Recommend that the Council direct the City Manager to provide by a date certain for Council approval of schedule, a schedule for Departmental compliance with each of the 6 issues in Council resolution 2096-2 identified in this report as currently non-compliant. There is at present no mandated timeline regarding the completion of the compliance with the Council’s resolution.
- Recommend that the Council direct the City Manager to require the Department to add to general order 674 Body Worn Camera System and general order 402 Disciplinary Process, by a time certain, that an officer’s failure to adhere to any of the body-worn camera requirements will subject them to discipline up to and including discharge as required in Council Resolution 2096-2, #13.

At the December 19th meeting, the Chief stated there is a limited window to change general orders and that they cannot now be done until the March – May 2023 window. He specified that there could not be any change in general orders as the Department's promotional process had begun and no changes could occur as officers are studying the materials in preparation for the test.

However, in our view, adding this language does not change the operations of general order 674 or 402 and thus has no discernable impact on the promotional process.

Adding this language in this order is particularly important as our officers are actively interacting with the public every day. Operational body cameras and compliance with mandated requirements for proper usage provide the best ability to review those interactions.

- Recommend that the Council direct the City Manager that all field investigation reports where no arrest has occurred be purged at 5 years and that the City Manager provide specifics regarding the process for purging field investigation reports and photographs after one year, whether on a rotating basis each month or once a year and when the purging process has begun.
- Recommend that the Council determine the timeline for the Department's submission to PSAC of new or revised general orders. PSAC recommends that the Council direct the City Manager to require the Department to submit them within 10 days from the effective date. At the present, there is no timelines provided and at least half of updated general orders were received 3 months after the effective date.
- Recommend that the Council direct the City Manager that the Department include review the status of departmental compliance of the 31 reform issues during Council's regularly scheduled police update work sessions.

Thank you for your consideration of this matter.

City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: Board and Committee Reports

Agenda Section: COMMUNICATIONS (45 mins - 7:45 - 8:30 pm)

Subject:

* Arts Advisory Board Report # 23 -1 - Space Study

Suggested Action:

It is recommended that Council accept this report.

Attachments:

[AAB 23-1 space study.pdf](#)

Greenbelt Arts Advisory Board Report 23-1

To: Greenbelt City Council
Date: January 4, 2023
Subject: Space Study

At an AAB meeting on 11 October 2022, the Board discussed the findings of a space study commissioned by the City of Greenbelt that were the subject of a City Council Work Session on 3 October 2022. This report summarizes the Board's discussion as well as subsequent deliberations recorded through comments on drafts of the report. The focus of the Board's considerations is the impact changes to the Community Center will have on the arts in Greenbelt.

The overall view of the AAB is that the use of the Ground Floor East should be connected to the arts programming already present in the rest of the building. The Community Center serves as a hub for arts programming and events that include community art shows, a wide variety of arts classes, and support for the theater programs and summer camps. The GFE space already has proved how well suited it is for Recreation Department programming, and it is an excellent space for further expansion of such programming.

The conversion of the GFE into subdivided office space would inhibit the growth of the arts in the Community Center by depriving arts organizations of sorely needed space. The AAB was convinced by the specific rationales outlined by the Recreation Department in its response to the City Council Work Session, especially the arguments about the GFE as a solution to unmet Recreation Department needs such as its enhanced health and safety advantages and the importance of its ground-level accessibility.

Indeed, the AAB discussion made it clear that creating an office suite in the GFE represents a "lose-lose" option. Not only would this use of the space mean a permanent setback for the thriving arts organizations that use the majority of the building, but it also would be at best a temporary and expensive solution for CARES, which is better served finding office space in another location better suited to its long-term needs.

Respectfully submitted,
Tom LeaMond, Chair, Arts Advisory Board

City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS (60 mins - 8:30 - 9:30 pm)

Subject:

Compensation Study

Suggested Action:

Discuss the results of the Compensation Study and present staff implementation recommendations for FY24 budget planning purposes

Attachments:

[MEMORANDUM _Comp Study Memo v4 1-20-23 TG.pdf](#)

MEMORANDUM



TO: City Council

FROM: Tim George, Interim City Manager

CC: Bertha Gaymon, City Treasurer
Dawane Martinez, Director of Human Resources

DATE: January 20, 2023

SUBJECT: Job Classification and Compensation Study Recommendations

In January 2022, the City issued a Request for Proposal (RFP) for a vendor to conduct a Job Classification and Compensation study. The last classification and compensation study was conducted during the Fall of 2008 into the spring of 2009, with implementation on July 1, 2009. The desired outcome of the new analysis was to conduct a comprehensive internal equity analysis (primary emphasis) and peer benchmark market analysis of the City's approximately 120 job classifications. The study included all classified job classifications, except for sworn officer positions below the Lieutenant level in the Police Department, as these positions are covered in the CBA.

Job Classification and Compensation Study Project Overview

The HR Director met with the Baker Tilly team Bi-Weekly throughout the process to discuss the following:

- **Data Collection:** project planning meetings to discuss goals for the study and current challenges experienced by existing classification and compensation plan, data collected from the City.
- **Position Review:** Position Analysis Questionnaires (PAQ) were used to review titles and make recommendations for changes, as necessary; SAFE job evaluation was conducted to establish internal equity.
- **Market Assessment:** a collection of base pay and benefits information from peer organizations was gathered.
- **Pay Plan Development:** pay plan development, grade assignments, and implementation calculations were made.
- **Project Completion:** final report, Council presentation, project documentation delivery.

Implementation Scenarios

Based on the work and analysis described above, Baker-Tilly recommended three (3) potential implementation scenarios. Each scenario is briefly described below.

Option 1: Move employees to the minimum if their current salary is below the minimum of their classification range, and all others would retain their existing salary.

Option 2: Employees below the minimum would move to the minimum while all others would receive a 2% increase. If the adjustment to minimum for those below results in less than 2% of an increase, they would receive a total 2% increase instead. Therefore, every employee gets at least a 2% increase.

Option 3: Employees below the minimum would move to the minimum, then all employees would receive a 0.5% decompression adjustment multiplied by their years of service, capped at a maximum of 5%. For example, an employee with ten years of service would receive a 5% adjustment.

City's Recommendation

After carefully reviewing the costs for salaries, employer taxes, and all benefits, the recommendation is to implement Option 2 and the decompression portion of Option 3 in a three-step process. This decompression increase is needed to reflect the time of service and not have a "flat" compensation plan. Under this recommendation:

- 1) All employees would receive a 2% COLA increase, as is our standard practice;
- 2) All employees would then be brought to the minimum of their new range;
- 3) Employees would then receive a decompression bump providing an additional 0.5% increase for each year of service in the position, up to 10 years.

Option 2	Increase	Overhead	Total
Civilian Staff	\$573,300	\$151,700	\$725,000
Police Command Staff	\$11,300	\$2,900	\$14,300
Total	\$584,600	\$154,700	\$739,300

Option 3	Increase	Overhead	Total
Civilian Staff	\$282,600	\$74,800	\$357,400
Police Command Staff	\$25,300	\$13,200	\$38,500
Total	\$307,900	\$88,000	\$395,900

TOTAL Options 2 & 3	\$884,500	\$234,100	\$1,118,600
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Possible Funding Options

Staff is excited to have completed this study as we realize that the City's pay scale has lagged behind our peers for some time. We appreciate the Council's support, and that they requested and approved this classification and compensation study. We further understand Council's desire to bring all City positions to level up to the current market.

Based on the preliminary budget work that staff completed on proposed revenue and expenses, we are confident that the FY24 budget will fully support implementing a 2% COLA and Option 2 for all employees. We hope that we can also accommodate the decompression of Option 3 within the FY24 budget, but we will need to complete the budget preparation before we can definitively recommend that approach.

In terms of projected revenues, we are anticipating an increase of approximately \$2.2M in FY24, which is more than sufficient to cover the Option 2 & 3 recommendation above. This will come, in part, from the increase in real estate and local taxes and the increase of other revenue streams back to pre-pandemic levels. We are still working through the expense side of the budget and still need to complete the departmental meetings.

Again, we submit this information as the final component of the recent compensation study conducted by Baker Tilly. Please review what we will be prepared to discuss at the January 23 Regular meeting. Upon your approval, we will incorporate the select option in the FY2024 spending plans for each City department.

Staff is requesting that Council provide direction to proceed with planning the FY2024 budget with Options 2 & 3 included. Staff recognizes that Council will grant final approval of the compensation recommendations through the budget review and adoption process.

City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS (60 mins - 8:30 - 9:30 pm)

Subject:

Tree Canopy Grant Program

Suggested Action:

Reference: Memorandum, D. Sandlin, 01/19/2023

Tree Canopy Grant Guidelines

Tree Canopy Grant Application

On September 14, 2022, the City Council reviewed the American Rescue Plan Act (ARPA) Recommended Spending Plan. At that meeting, Mayor Jordan suggested allocating \$100,000 of ARPA funds to develop a Tree Canopy Grant Program.

On September 27, 2022, the City Council approved the ARPA Fund Recommended Spending Plan, which included \$100,000 allocated to develop the Tree Canopy Grant Program.

The staff established the Tree Canopy Grant Program. The purpose of the grant is to assist homeowners and community organizations with planting or replacing trees caused by storm damage, disease, or invasive insects; and to increase the density and resiliency of the City's iconic tree canopy.

Funding for the grant will be provided through ARPA and can be used to purchase, install, stake, and mulch the area the tree or trees will be planted. The Advisory Committee on Trees (ACT) will review and evaluate all grant proposals.

The Council's packet includes a memorandum outlining the Tree Canopy Grant Application, the Tree Canopy Grant Guidelines, and the Application.

Council approval is sought.

Attachments:

[Memorandum, D. Sandlin, 01/19/2023.pdf](#)
[Tree Canopy Grant Guidelines.pdf](#)
[Tree Canopy Grant Application.pdf](#)

CITY OF GREENBELT, MARYLAND
MEMORANDUM

TO: City Council
FROM: Debi Sandlin, Interim Assistant City Manager
THROUGH: Tim George, Interim City Manager
DATE: January 19, 2023
RE: Tree Canopy Grant

On September 27, 2022, the City Council approved the allocation of \$100,000 in funds to develop a Tree Canopy Grant program. The purpose of the grant is to assist homeowners and community organizations with the planting or replacement of trees caused by storm damage, disease or invasive insects; and to increase the density and resiliency of the City's iconic tree canopy.

Funding for this grant will be provided through the American Rescue Plan Act (ARPA), and can be used to purchase, install, stake and mulch the area the tree or trees will be planted.

Qualified applicants for the grant will include:

- Civic, neighborhood, community and homeowners' associations – eligible to receive up to \$7,000.
- Apartment Complexes – eligible to receive up to \$7,000
- Greenbelt residential homeowners – eligible to receive up to \$750

All grant proposals will be reviewed and evaluated by the Advisory Committee on Trees (ACT) and will be selected based on the following criteria:

- Likelihood of the long-term project success (post-planting period)
- A Statement of Need – What are the desired outcomes of the proposed project and how will the project help to further the city-wide tree program.
- Readiness to Proceed – Has the applicant demonstrated their ability to complete the project during the recommended timeframe.

The timeline for the grant process is based on ACT taking into account the optimal season for planting trees. The timeline for the process is as follows:

- Application period open February 2023 through May 1, 2023.
- Applications will be reviewed by the ACT beginning the first week of May and completed by June 15, 2023.
- Applicants will be notified in June that they have been selected to receive the grant.
- Applicants will receive a reimbursement for the tree or trees purchased during the planting season timeframe.

The Interim Assistant City Manager and the Assistant Director of Public Works, Brian Townsend, presented their recommendations to the TAC at their January 17, 2023 meeting to request their input and feedback on the proposed grant process.

After reviewing the proposed guidelines and application, the ACT made the following recommendations:

- The best time to plant new trees is September 1, through November 30, 2023. The benefit of planting in the fall is it provides trees with an extra growing season before the stress of summer and there's less chance of drought harming fragile, newly-planted trees. Additionally, the cooler temperatures help encourage new root growth.
- Applicants need to be required to select a tree species from one of the three tree lists approved by the ACT and that the tree or trees be appropriate for the site where they will be planted.
- That all applicants' projects are subject to an inspection by the City's Department of Public works prior to reimbursement.

For more information on the Tree Canopy grant program, please see the attached guidelines and application.



CITY OF GREENBELT TREE CANOPY GRANT GUIDELINES

GRANT OVERVIEW

The City of Greenbelt will be awarding a grant to promote the development of a more diverse and resilient urban tree canopy through the planting of native trees. As a designated “Tree City”, we recognize urban trees have proven to be an effective tool in decreasing and remediating pollution, reducing stormwater runoff, facilitating social and educational opportunities, increasing property values, improving the quality of life, and serving as a habitat for wildlife.

On an annual basis, Greenbelt’s existing urban tree canopy removes over 240,000 pounds of air pollutants, intercepts over 37 million gallons of stormwater, and sequesters 2.28 tons of carbon from the atmosphere each year. These annual benefits are calculated at almost \$1.3 million in services to Greenbelt residents.

The City has one of the highest percentages (62%) of tree canopy in the region, and is recognized as an iconic feature of our historic community and as such, needs to be carefully preserved.

The purpose of the Tree Canopy grant is to assist homeowners and community organizations with the planting or replacement of trees caused by storm damage, disease or invasive insects; and to increase the density and resiliency of the City’s iconic tree canopy.

Grants will be approved in summer of 2023 for fall planting in 2023.

FUNDING AND GRANT DETAILS

Qualified applicants will be eligible for a reimbursable grant. These funds will be awarded through a competitive grant review and selection process. Grants are not meant to cover a group’s total project budget, only to supplement the cost of a project. A sales receipt and a copy of the planted tree(s) must be submitted for reimbursement. The grant can be used for planting, installing, staking and mulching around the area the tree(s) will be planted.

HOA’s and apartments will be required to plant a 1 ½ minimum caliber tree. There is no restriction size for single family homeowners.

Funding for this grant program is provided through the allocation of the American Rescue Plan Act through the U.S. Department of Treasury and can only be used for the purchase and installation of trees.

WHO MAY APPLY

- Civic, neighborhood, community and homeowner organizations – eligible to receive up to \$7,000
- Apartment complexes – eligible to receive up to \$5,000
- Greenbelt residential homeowners – eligible to receive up to \$750

GENERAL GUIDELINES

Applicants will be required to provide:

- Summary of the project
- Statement of need
- Brief explanation of what you plan on doing and how you will do it
- Describe who will carry out the plan
- A written cost estimate for the trees (signed by an authorized representative of a landscape nursery) and should include a one (1) year guarantee be furnished by the supplier, on all trees.
- Project budget
- If an HOA, Civic or Neighborhood association – The applicant will need to provide written authorization by the property owner and/or authorized agent authorizing the project.

RECOMMENDED TREES

It is required that applicants select a type of tree or trees suggested by the Department of Public Works (see attached lists), and specific tree species must be chosen that are appropriate for the site where they will be planted.

LOCATE UNDERGROUND UTILITIES

Applicants will be required to identify any existing underground utilities and relocate them if the installation of the trees might compromise the utility lines. These utilities can be negatively impacted if a tree were planted too close. Water and sewer lines are of particular concern since tree roots are capable of infiltrating small cracks in the lines and causing pipes to break. Such breaks can be very costly to repair. Please call MISS UTILITY at 1-800-257-7777 or visit their website at www.missutility.net/maryland for assistance with locating underground utilities. It is the law.

APPLICATION AND REVIEW PROCESS

All proposals will be reviewed for completeness. In addition, grant proposals will be evaluated by the grant review and selection committee using the following criteria to prioritize awards.

- **Likelihood of Long-Term Project Success (post-planting period sustainability and resiliency)**
 - Are the native trees selected for the project appropriate to the project location?
 - Has the applicant proposed a relevant and robust 2-year maintenance plan?
 - What is the likelihood the tree persists after the 2-year maintenance plan proposed by the applicant?
 - Will the project persist and not be threatened by various types of disturbance (e.g., flooding, storms, insect outbreaks, trampling, vandalism)?
 - Are the relevant stakeholders on board with the project (neighbors, landowner, right-of-way owners, etc.)?
- **Statement of Need** – A Statement of Need identifying the opportunities and desired outcomes of the proposed project and how will the project help to further the city-wide tree program.
- **Readiness to Proceed**- Readiness to proceed will be based on the project timeline and demonstrated ability to implement the proposed project.

TREE CANOPY BUDGET

Applicants must provide a budget showing the costs to purchase trees and include any matching funds. Grant requests for civic, community, and homeowner associations may not exceed \$7,000 and \$750 for residential property owners. Funds must only be spent on the purchase of trees. The grant is not intended to cover the cost of the full project, only to help supplement the cost of purchasing trees.

PLANTING REPORT AND REIMBURSEMENT

Grant recipients will be required to submit a report detailing the completion of the project and project related expenses. This report should include a description of the project status, photos of the project area, and a detailed list of expenses that includes receipts and invoices. The planting is subject to review by the Department of Public Works.

The City of Greenbelt will disperse grant funding on a reimbursement basis. Applicants will be reimbursed after the project is completed and the City has received the invoice of receipts with your planting report.

All invoices and the planting report are due no later than 30 days after the completed tree planting date. Reimbursement request not received by this time risk not receiving a reimbursement.

Allow 30 days from the time of payment request to receipt of the check from the City Treasurers' Office.

APPLICATION DUE DATE

To be considered for a reimbursable grant, applications must be submitted electronically by email no later than:

4:30 p.m. Monday, May 1, 2023
to treegrant@greenbeltmd.gov

INCOMPLETE APPLICATIONS WILL NOT BE EVALUATED



CITY OF GREENBELT TREE CANOPY GRANT APPLICATION

TO APPLY

All applicants must be submitted by email and must include:

1. Completed application form
2. Project Budget
3. Project Timeline – When does the applicant plan to plant trees
4. A map/siteplan of the proposed planting site with proposed trees
5. Approved authorization by HOA or apartment complex representative to plant trees.

Applicant Organization:

Tax exempt 501 (c) (3) number if applicable:

Organization Address:

City, State, Zip

Website:

Type of Organization (e.g., nonprofit, HOA, Civic, apartment complex, single family homeowner, etc.):

Contact Person & Title:

Phone Number:

Email Address:

Summary of Project:

Total Project Cost (Funding requested + Match):

PROJECT INFORMATION

Statement of Need - Please provide a succinct statement of the need for funding. Identify the opportunities and desired outcomes of the proposed project. How will the project help to further the community-wide tree program?

Project Need: Describe the project need –

Desired Planting Date and Time:

Project Location Maps and Photos – Provide a map that identifies the project location, as specifically as possible, at the time of application. Please include photos from the proposed location(s). Include letters of agreement that show the applicant has been granted permission from the property owner or the owner’s agent to plant and maintain trees for a minimum of 10 years. All completed projects are subject to site visit and review by the City’s Department of Public Works prior to reimbursement.

Maintenance and Survivability Plan – Please provide your maintenance plan and how you will ensure the sustainability of the trees in two years, five years and ten years;

Who will carry out the plan? – Identify who will be involved in the project and their role, including services provided, financial contributions, volunteer hours, etc.

GRANT APPLICATION QUESTIONS

1. Describe the need for the funding request. What other funds are available within the applicant’s organization for this project?
2. Please describe the area you will be planting and why you have selected this area. How will you plant the trees and who will be involved?
3. Briefly describe the planting scope and include the size and scope of the project and how many trees you intend to plant.
4. List the type of tree(s) you have selected from one of the three approved list of trees (this is required).
5. Describe the urban tree canopy goals and outcomes and explain any innovative factors that will contribute to the growth of a healthy tree canopy.
6. What risks does your planting face, and how will you mitigate them?
7. List the proposed tree species and why these species were chosen (refer to recommended tree lists).
8. Please describe the community benefits expected from this planting.

TIMELINE TO PLANT TREES

When does the applicant need to plant the tree(s)?

The recommended planting season is September 1, 2023 through November 30, 2023.

APPLICATION DEADLINE

Applications are due by 4:30 p.m., May 1, 2023. Please submit all applications to treegrant@greenbeltmd.gov.

City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS (60 mins - 8:30 - 9:30 pm)

Subject:

Nonprofit Recovery Grant Program

Suggested Action:

Reference: Memorandum, D. Sandlin, 01-19-2023

Nonprofit Recovery Grant Program Guideline

Nonprofit Recovery Grant Program Application

On July 18, 2022, the City Council reviewed the American Rescue Plan Act (ARPA) Recommended Spending Plan. At this meeting, Council suggested allocating funds to assist nonprofits negatively impacted by the COVID-19 pandemic.

On August 8, 2022, the City Council approved the Nonprofit Recovery Grant Program.

The "Nonprofit Recovery" grant program aims to support our nonprofit partners whose goals are to enhance and improve the life, health, and well-being of all Greenbelt residents; and whose organizations have been substantially impacted by the pandemic.

Eligible applicants will include nonprofits in the City of Greenbelt and Prince George's County and will be able to demonstrate that they provide a service to City residents.

Staff recommends allocating \$250,000 of the \$1.5 million approved by the Council to "Provide grants and develop programs to support small Greenbelt business and nonprofits, community development, and micro-grants."

The Council's packet includes a memorandum outlining the Nonprofit Recovery Grant Program, the Nonprofit Recovery Grant Program Guideline, and the Application.

Council approval is sought.

Attachments:

[City Council Memo_Nonprofit Recovery Grant Program_1_19_23 \(003\).pdf](#)
[Nonprofit Recovery Grant Program Guidelines_1_19_23.pdf](#)
[Nonprofit Recovery Grant Application_1_19_23.pdf](#)

CITY OF GREENBELT, MARYLAND
MEMORANDUM

TO: City Council
FROM: Debi Sandlin, Interim Assistant City Manager
THROUGH: Tim George, Interim City Manager
DATE: January 19, 2023
RE: Nonprofit Recovery Grant Program

On August 8, 2022, the City Council approved the allocation of funds to assist nonprofits negatively impacted by the COVID-19 pandemic. As a result of the pandemic, many nonprofits were forced to cancel programs, reduce services, and in some cases, temporarily close their doors, resulting in significant revenue losses.

The goal of the “Nonprofit Recovery” grant program is to support our nonprofit partners whose goals and mission are to enhance and improve the life, health, and well-being for all Greenbelt residents; and whose organizations have been substantially impacted by the pandemic.

Following the U.S. Treasury guidelines, nonprofits eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of “nonprofit” – specifically those that are 501 (c) 3 or 501 (c) 19 tax exempt organizations.

Eligible applicants will include nonprofits located both in the City of Greenbelt and Prince George’s County and are able to demonstrate they provide a service to City residents. Priority will be given to nonprofits located within the City limits. Qualified applicants will be eligible to receive up to \$25,000.

Applications will be evaluated based on the following criteria:

- To what degree does the organization’s history and mission as well as the purpose of the program/project align with the City’s Priority Goal of “Promoting the Well-being and Quality of Life for all residents”.
- Purpose of the grant.
- Benefit of the program/project for Greenbelt residents.
- How will the organization address the challenge/need identified by the program/project; and why is the organization uniquely positioned to tackle the challenge/need.
- How does the organization plan to support the program/project in the future (if the program/project is ongoing)?
- Does the organization provide a program or service not already provided by the City?

Priority will be given to programs/projects supporting one or more of the following areas:

- Advances education and science
- Serves the underprivileged
- Defends human and civil rights
- Benefits Veterans

- Helps combat community deterioration
- Arts & Culture
- Youth Development Needs
- Senior Support/Aging in Place
- Natural Resources and Conservation
- Racial Equity & Racial Justice
- Human Services
- Serves marginalized members of the community.

Staff recommends allocating \$250,000 of the \$1.5 million approved by the Council to “Provide grants and develop programs to support small Greenbelt businesses and nonprofits, community development, and micro grants”

For further details, please see the attached “Recovery” Grant Guidelines and application.

City of Greenbelt Nonprofit “Recovery” Grant Guidelines

Program Overview

On September 27, 2022, the City Council approved the allotment of funds to assist nonprofits negatively impacted by the COVID-10 pandemic. Beginning February 2023, the City of Greenbelt will begin accepting applications from eligible nonprofit organizations for a one-time “Recovery” grant made possible through the allocation of the American Rescue Plan (ARPA). Qualified nonprofits will be eligible to apply for grants up to \$25,000, as allowed by ARPA, to address negative impacts caused by the COVID-10 pandemic.

The City recognizes nonprofit organizations have faced significant challenges due to the pandemic’s increased demand for services and changing operational needs. As a result, many nonprofit organizations were forced to cancel programs, reduce services, and in some cases, temporarily close their doors; resulting in significant losses of revenue, and more importantly the reduction of or elimination of services and programs. As COVID-19 vaccines have become available, more nonprofits are beginning to recover from the impact of the pandemic and are slowly beginning to offer programs and services to meet the needs of the community.

The City of Greenbelt remains steadfast in supporting our nonprofit partners whose goals and mission are to enhance and improve the quality of life, health and well-being for all Greenbelt residents. In response, the City has developed a one-time “Recovery” grant program specifically designated for nonprofit organizations serving the residents of Greenbelt.

Funding Source

Funding for this grant program is provided under the American Rescue Plan Act through the U.S. Department of Treasury. Under the U.S. Treasury guidelines, nonprofits eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of “nonprofit” – specifically those that are 501(c)(3) or 501(c)(19) tax-exempt organizations.

Program Guidelines

The following guidelines have been designed to help make applying for a Nonprofit “Recovery” grant from the City of Greenbelt as straightforward as possible.

Priority will be given to programs supporting one or more of the following areas:

- Advances education and science
- Serves the underprivileged
- Defends human and civil rights
- Benefits Veterans
- Helps combat community deterioration
- Arts & Culture
- Youth Development Needs
- Senior Support/Aging in Place

- Natural Resources and Conservation
- Racial Equity & Racial Justice
- Human Services
- Marginalized members of the community

Non-Eligible Uses

- Organizations involved in activities that are attempting to influence legislation.
- Organizations that are directly or indirectly participating in, or intervening in, any political campaign on behalf of (or in opposition to) any candidate for elective public office.

Who is Eligible for the Grant?

Nonprofit organizations who meet the following requirements are eligible to apply for a Nonprofit “Recovery” Grant:

- Must serve Greenbelt residents (preference will be given to Nonprofits located in the City of Greenbelt).
- Have a 501(c)(3) status or operate under the fiscal sponsorship of a tax-exempt nonprofit.
- Have a 501 (c) 19 status.
- Be registered as a Maryland non-profit organization with the State of Maryland.
- Is in good standing with the IRS, The Maryland Secretary of State’s charitable division, and the Department of Assessment and Taxation’s Maryland Personal Property tax division.
- Must have a minimum two-year operating history at the time the application is submitted.
- Must have a Board of Directors with representation from the community.
- Was in existence prior to or established during the period of March 1, 2020 to March 30, 2022.
- Is able to demonstrate continuity of operations to sustain programming/projects/services.
- Must have a minimum annual operating budget of \$25,000, as reflected in the most recent tax return or 990.
- Has demonstrated an economic need for funding resulting from revenue gaps/shortfalls and/or expenses as a result of COVID-19, or during the period of the coronavirus emergency.

Requirements

Any nonprofit requesting financial assistance from the City will be required to attach the following documents with a completed grant application.

- A copy of a 501 (c) (3) or 501 (c) 19 designation letter from the IRS for nonprofits confirming nonprofit status.
- Tax ID Number.
- Certificate of Good Standing from the Maryland State Department of Assessments and Taxation.
- Verification the organization is registered with the Maryland Secretary of State’s Charitable Division.
- Must be registered with SAM.gov, and provide your SAM.gov identification number.
- Proof of an organizational bank account.
- Provide documentation to prove eligibility, must include:
 - Two most recent tax returns
 - Most recent Income Statement

- Current employee roster
- Articles of Incorporation/Organization/Formation
- Provide a:
 - List of board members
 - Copy of agency by-laws
 - A copy of Conflict of Interest Statement
- Completed non-discrimination statement and hold-harmless agreement.
- Program/Project Plan:
 - Details of the proposed program/project (this includes how the program/project will be monitored).
 - Program/project budget.
 - Details of the benefits/outcomes City residents will derive from the program/project.
- Copy of a current strategic or business plan for the organization that includes:
 - Mission Statement
 - Strategic Goals
 - Measurable objectives
 - An Action Plan

Measuring and Tracking Metrix

The application must include how the organization will measure and track the program/project and the level of funding requested. This must include details of:

- How the organization will track the number of Greenbelt residents being served.
- Measures that will be taken to gather information to evaluate the program/project.
- Criteria that will be used to measure the success of the program/project.

Eligible Use of Funds

- You may request funds to address revenue reductions and/or operating expenses to include:
 - Programming & projects specific to one of the priority areas
 - Events to benefit Greenbelt residents
 - Broadband Infrastructure
 - Rental and utility assistance
 - Purchase of equipment
 - Digital advertising/website/e-commerce creation and maintenance
 - Technology
 - Contracted services
 - Insurance
 - Program expenses
 - Program supplies
 - COVID-19 related expenses for which replacement is critical to the nonprofit's continuity of operations
 - Payroll assistance

*All programs/projects must be completed by **December 30, 2024***

Non-Eligible Uses of Funds

- Religious purposes
- Political or partisan purposes
- Loan reimbursements for capital projects
- Trips for schools or clubs
- Vehicle acquisition
- Payments for fuel expenses/vehicle maintenance
- Maintenance and repairs
- Retroactive expenses

Basic Application Information

Basic application information and documents needed will include the following:

- The applicant will provide a brief description of the organization's mission, activities, and describe what the organization is doing to sustain operations and provide programming and services.
- Applicants will indicate how their program and/or services interact with the City's goal of "Promoting the Quality of Life, and Well-being for all Residents".
- Describes how the organization will acquire future funding needs outside the "Recovery" grant.
- The application will request budget information for 2022 (planned and actual) and proposed for 2023.
- The applicant will provide a certified copy of their latest financial statement for the most recent fiscal year.

Evaluation Criteria

Grant applications will be reviewed for a number of considerations meeting the following criteria:

- To what degree does the organization's history and mission, as well as the purpose of the program/project align with the City's Priority Goal of "Promoting the Well-being and Quality of Life for all Residents"?
- Purpose of the grant.
- Benefit of the program/project for Greenbelt residents.
- How will the organization address the challenge/need identified by this program/project; and why is the organization uniquely positioned to tackle the challenge/need.
- How does the organization plan to support the program/project in the future (if the program/project is ongoing)?
- Does the organization provide a program or service not already provided by the City?
- How will the organization measure the impact /success of the program/project?
- Continuity of operations, what is the organization doing to sustain operations and provide programming and services?

Application Review

Applications will be reviewed by a selection committee and will be evaluated for how the organization meets the established criteria outlined in the grant application.

Grant proposals will be due by _____ 2023 at 5:00 p.m. All proposals and required documents need to be submitted electronically to recoverygrant@greenbeltmd.gov.

**City of Greenbelt
Nonprofit "Recovery" Grant
Application Form**

Please complete the following application in its entirety and submit along with all supplemental and required documents.

Applications and ALL documents MUST be received via email by _____ 2023 by 5:00 p.m.

Name of Organization: _____
Street Address: _____ City: _____ Zip Code: _____
Telephone Number: _____
Contact Person: _____
Title: _____
Email: _____
Organization website: _____

General Questions:

1. Please describe how your nonprofit was impacted by COVID-19, may include loss of revenue, staffing issues, closures, etc.
2. Describe how the COVID-19 pandemic has continued to challenge your organization to fulfill its mission.
3. Briefly describe the organizations history, mission, goals, and current programs.
4. Briefly describe the clients/beneficiaries your organization serves.
5. Briefly describe how your organization tracks the number of people you serve.
6. Please explain how the funds granted will be used to meet the recovery and continuity of operations. Grant funds may be used for expenses such as rent, suppliers, inventory, marketing costs, technology and other critical operation costs.
7. Description of the Program/Project: Please briefly describe the program/project your organization funding needs:
 - a. Brief program/project description.
 - b. How does this activity or service relate to the mission of your organization?
 - c. How does this activity or service serve Greenbelt residents?
 - d. For technology support, describe how technology will improve program delivery.
 - e. For organizational development/capacity building/capital support, describe how the project will address organizational challenges or needs?

8. Identify the problem or need to be met by this program/project & what makes your organization uniquely positioned to tackle this challenge/need.
 9. If this program/project will be ongoing, how does the organization plan to support it in the future? List other funding strategies or sources you are developing.
 10. What strategies, new services have your organization adopted or what plans have been put in place for continuity and long-term sustainability?
 11. If you are awarded a program/project grant, what measurable impact will it have on your target audience? How will your organization measure the impact of the program/project?
 12. Please describe any support for the program/project from:
 - a. Community members/businesses
 - b. Collaborating organizations
 - c. In-Kind support
 - d. Other funding support
 13. Project Start Date & End Date: Please tell us the date you anticipate launching the program/project and the end date of the project/program is not ongoing.
-

Financial Information

If you have multiple files, please combine them into one document, save it as a PDF and upload into the application.

Required Documents:

- Operating Budget: Please upload a copy of your organizations current Fiscal/Calendar Year operating budget. The budget should include all expenses and revenue for the organization.
- List of endowments: If your organization has an endowment, briefly describe its purpose and whether it is restricted/unrestricted.
- Grants or other Funding Sources: Please list other grants or sources of funding your organization has received and what programs/projects the grants/funding sources were used to cover.
- A copy of the organizations latest financial statement for the most recent fiscal/calendar year.
- A copy of the organization's latest income statement.
- List of the organizations Board of Directors.

Note: Estimates and Quotes: For building renovations, repairs, or equipment/technology purchases, please include **at least two quotes**.

Additional Documents Required

1. A strategic or business plan, to include how the organization will sustain the operations, programs, services beyond the grant.
 2. IRS Determination letter of nonprofit status or most recent 990.
 3. Copy of Certificate of Good Standing with the State of Maryland.
 4. Copy of the organization's registration with the Maryland State's Charitable Division.
 5. Proof of registration with SAM.gov (and SAM.gov identification number).
 6. Program/Project Budget.
-

Grant Proposal Review & Criteria

Grant applications will be reviewed for a number of considerations meeting the following criteria:

Criteria – Grant applications will be evaluated according to the following criteria:

- To what degree does the organization's history and mission, as well as the purpose of the program/project align with the City's Priority Goal of "Promoting the Well-being and Quality of Life for all Residents"?
- Purpose of the grant.
- Benefit of the program/project for Greenbelt residents.
- How will the organization address the challenge/need identified by this program/project; and why is the organization uniquely positioned to tackle the challenge/need.
- How does the organization plan to support the program/project in the future (if the program/project is ongoing)?
- Does the organization provide a program or service not already provided by the City?
- How will the organization measure the impact /success of the program/project?
- Continuity of operations, what is the organization doing to sustain operations and provide programming and services?

The City cannot approve all requests; however, applications that meet the guidelines will be given consideration. All decisions by the Grants Committee will be considered final. **Incomplete applications will not be accepted.**

Note: All funds must be expended by December 30, 2024.

Grant Applications must be submitted to recoverygrant@greenbeltmd.gov by _____ 2023.

City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS (60 mins - 8:30 - 9:30 pm)

Subject:

State and County Legislation

Suggested Action:

SB0050/HB106 - State Finance – Prohibited Appropriations – Magnetic Levitation Transportation System

Senate Bill 50/House Bill 106 – These bills prohibit the State (or any unit or instrumentality of the State) from using any appropriation for a magnetic levitation (Maglev) transportation system located or to be located in the State. The bill does not apply to expenditures for the salaries of personnel assigned to review permits or other forms of approval for a Maglev transportation system. Council has supported similar legislation in the past.

It is recommended that Council support SB0050/HB106.

SB114 – Property Tax – Constant Yield Tax Rate – Notice Requirements

Senate Bill 114 – This bill modifies specified advertising requirements that local jurisdictions must follow regarding the constant yield tax rate by establishing a separate notification requirement for jurisdictions that maintain their real property tax rate from the prior year.

It is recommended that Council support SB114.

SB0100/HB0036 – Real Property – Actions to Repossess – Proof of Rental Licensure

Senate Bill 100/House Bill 36 – These bills require, in certain actions to repossess residential rental property, a landlord to submit to the clerk of the court evidence of compliance with local rental property licensure requirements and demonstrate that the landlord is compliant with the licensure requirements.

Council direction is sought.

SB11 – Motor Vehicles – Speed Limits – School Zones

Senate Bill 11 – This bill alters the radius around certain schools within which a school zone

may be established and speed monitoring systems may be placed and used from a half-mile to one-tenth of a mile.

Council direction is sought.

CB-007-2023 – Rent Stabilization Act of 2023

Council Bill 007 – This County Council legislation prohibits a landlord from increasing rent on a certain rental dwelling unit by more than a certain percentage; provides additional restrictions on rent increases; provides regulation of the Rent Stabilization Act of 2023 by the Department of Housing and Community Development and Department of Permitting and Inspections; provides for an expiration of the Act; and generally relates to rent restrictions for residential leases and rental units.

Council direction is sought.

Attachments:

[SB0050 - Maglev.pdf](#)

[HB106 - Maglev.pdf](#)

[SB114 - Constant Yield.pdf](#)

[SB100 - Real Prop - Rental Lic.pdf](#)

[HB36 - Real Prop - Rental Lic.pdf](#)

[SB11 - School Zone Speed Limits.pdf](#)

[CB-007.pdf](#)

SENATE BILL 50

R2, P1

SB 359/22 – B&T & EHE

(PRE-FILED)

3lr0717

CF HB 106

By: **Senators Pinsky, Beidle, and Augustine**

Requested: November 9, 2022

Introduced and read first time: January 11, 2023

Assigned to: Budget and Taxation and Education, Energy, and the Environment

A BILL ENTITLED

1 AN ACT concerning

2 **State Finance – Prohibited Appropriations – Magnetic Levitation**
3 **Transportation System**

4 FOR the purpose of prohibiting the State and certain units and instrumentalities of the
5 State from using any appropriation for a magnetic levitation transportation system
6 in the State; providing that the prohibition does not apply to certain expenditures
7 for salaries; and generally relating to State appropriations for magnetic levitation
8 transportation systems.

9 BY adding to
10 Article – State Finance and Procurement
11 Section 7–240
12 Annotated Code of Maryland
13 (2021 Replacement Volume and 2022 Supplement)

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

16 **Article – State Finance and Procurement**

17 **7–240.**

18 **(A) NEITHER THE STATE NOR ANY UNIT OR INSTRUMENTALITY OF THE**
19 **STATE MAY USE ANY APPROPRIATION FOR A MAGNETIC LEVITATION**
20 **TRANSPORTATION SYSTEM LOCATED OR TO BE LOCATED IN THE STATE.**

21 **(B) SUBSECTION (A) OF THIS SECTION DOES NOT APPLY TO EXPENDITURES**
22 **FOR THE SALARIES OF PERSONNEL ASSIGNED TO REVIEW PERMITS OR OTHER**
23 **FORMS OF APPROVAL FOR A MAGNETIC LEVITATION TRANSPORTATION SYSTEM.**

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect June
2 1, 2023.

HOUSE BILL 106

R2, P1
HB 326/22 – ENT & APP

(PRE-FILED)

3lr0716
CF SB 50

By: **Delegate Williams**

Requested: November 9, 2022

Introduced and read first time: January 11, 2023

Assigned to: Environment and Transportation and Appropriations

A BILL ENTITLED

1 AN ACT concerning

2 **State Finance – Prohibited Appropriations – Magnetic Levitation**
3 **Transportation System**

4 FOR the purpose of prohibiting the State and certain units and instrumentalities of the
5 State from using any appropriation for a magnetic levitation transportation system
6 in the State; providing that the prohibition does not apply to certain expenditures
7 for salaries; and generally relating to State appropriations for magnetic levitation
8 transportation systems.

9 BY adding to
10 Article – State Finance and Procurement
11 Section 7–240
12 Annotated Code of Maryland
13 (2021 Replacement Volume and 2022 Supplement)

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

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17 **7–240.**

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19 **STATE MAY USE ANY APPROPRIATION FOR A MAGNETIC LEVITATION**
20 **TRANSPORTATION SYSTEM LOCATED OR TO BE LOCATED IN THE STATE.**

21 **(B) SUBSECTION (A) OF THIS SECTION DOES NOT APPLY TO EXPENDITURES**
22 **FOR THE SALARIES OF PERSONNEL ASSIGNED TO REVIEW PERMITS OR OTHER**
23 **FORMS OF APPROVAL FOR A MAGNETIC LEVITATION TRANSPORTATION SYSTEM.**

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect June
2 1, 2023.

SENATE BILL 114

Q1
SB 543/22 – B&T

(PRE-FILED)

3lr0657

By: **Senator Hayes**

Requested: November 1, 2022

Introduced and read first time: January 11, 2023

Assigned to: Budget and Taxation

A BILL ENTITLED

1 AN ACT concerning

2 **Property Tax – Constant Yield Tax Rate – Notice Requirements**

3 FOR the purpose of altering certain notice requirements relating to the intention of a
4 county or municipal corporation to set a certain real property tax rate that exceeds
5 the constant yield tax rate; and generally relating to the property tax constant yield
6 tax rate.

7 BY repealing and reenacting, with amendments,
8 Article – Tax – Property
9 Section 6–308
10 Annotated Code of Maryland
11 (2019 Replacement Volume and 2022 Supplement)

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

14 **Article – Tax – Property**

15 6–308.

16 (a) In this section, “taxing authority” means:

- 17 (1) the county council or board of county commissioners;
18 (2) the City Council of Baltimore City; and
19 (3) the governing body of a municipal corporation.

20 (b) (1) Unless the requirements of this section are met, a taxing authority may
21 not set a county or municipal corporation real property tax rate that exceeds the constant

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



yield tax rate in any taxable year excluding revenue from real property appearing for the 1st time on the assessment roll.

(2) A taxing authority does not meet the requirements of this section until it provides to the Department:

(i) on or before 15 days after the date of the advertisement required by this section a copy of the entire newspaper page that carried the meeting notice required by this section; or

(ii) the evidence that the Department requires of the mailing of the notices described in subsection (c) of this section.

(c) If a taxing authority intends to set a county or municipal corporation real property tax rate that exceeds the constant yield tax rate, it shall advertise to the public by:

(1) placing an advertisement that satisfies the Department and meets the requirements of this section in a newspaper of general circulation in the jurisdiction of the taxing authority; or

(2) mailing a notice that meets the requirements of this section to each property taxpayer who resides in the jurisdiction.

(d) (1) The advertisement shall be at least 1/4 of a page in size for counties and 1/8 of a page in size for municipal corporations.

(2) The type that is used in the advertisement shall be:

(i) at least 18 point for counties; and

(ii) at least 12 point for municipal corporations.

(3) The advertisement may not be placed with legal notices or classified advertisements.

(4) The headline for the advertisement shall be in bold print, with all letters capitalized.

(5) The text of the advertisement, other than the headline, shall be in upper and lower case letters.

(e) (1) [The] IF THE TAXING AUTHORITY INTENDS TO SET A REAL PROPERTY TAX RATE THAT EXCEEDS THE CURRENT TAX RATE, THE notice or advertisement shall be in the following form:

“..... (NAME OF JURISDICTION) NOTICE OF A PROPOSED REAL PROPERTY TAX
INCREASE

The..... (name of taxing authority) of..... (name of jurisdiction) proposes to increase
real property taxes.

1. For the tax year beginning July 1,....., the estimated real property assessable
base will increase by.....%, from \$..... to \$.....

2. If..... (name of jurisdiction) maintains the current tax rate of \$..... per \$100 of
assessment, real property tax revenues will increase by.....% resulting in \$..... of new real
property tax revenues.

3. In order to fully offset the effect of increasing assessments, the real property
tax rate should be reduced to \$....., the constant yield tax rate.

4. The..... (county, city, town, etc.) is considering not reducing its real property
tax rate enough to fully offset increasing assessments. The..... (county, city, town, etc.)
proposes to adopt a real property tax rate of \$..... per \$100 of assessment. This tax rate
is.....% higher than the constant yield tax rate and will generate \$..... in additional
property tax revenues.

A public hearing on the proposed real property tax rate increase will be held at.....
(time) on..... (date) at..... (location). The hearing is open to the public, and public testimony
is encouraged. Persons with questions regarding this hearing may call..... (phone number)
for further information.”.

**(2) IF THE TAXING AUTHORITY INTENDS TO MAINTAIN THE CURRENT
REAL PROPERTY TAX RATE, THE NOTICE OR ADVERTISEMENT SHALL BE IN THE
FOLLOWING FORM:**

**“..... (NAME OF JURISDICTION) NOTICE OF PROPOSED REAL
PROPERTY TAX RATE THAT EXCEEDS THE CONSTANT YIELD TAX
RATE**

**THE..... (NAME OF TAXING AUTHORITY) OF..... (NAME OF JURISDICTION)
PROPOSES TO SET A REAL PROPERTY TAX RATE THAT MAINTAINS THE CURRENT TAX
RATE BUT EXCEEDS THE CONSTANT YIELD TAX RATE.**

**1. FOR THE TAX YEAR BEGINNING JULY 1,....., THE ESTIMATED REAL
PROPERTY ASSESSABLE BASE WILL INCREASE BY.....%, FROM \$..... TO \$.....**

**2. IN ORDER TO FULLY OFFSET THE EFFECT OF INCREASING
ASSESSMENTS, THE REAL PROPERTY TAX RATE SHOULD BE REDUCED TO \$....., THE
CONSTANT YIELD TAX RATE.**

1 **3. THE..... (COUNTY, CITY, TOWN, ETC.) IS CONSIDERING NOT REDUCING**
2 **ITS REAL PROPERTY TAX RATE ENOUGH TO FULLY OFFSET INCREASING**
3 **ASSESSMENTS. THE..... (COUNTY, CITY, TOWN, ETC.) PROPOSES TO ADOPT A REAL**
4 **PROPERTY TAX RATE THAT MAINTAINS THE CURRENT TAX RATE OF \$..... PER \$100**
5 **OF ASSESSMENT. THIS TAX RATE IS.....% HIGHER THAN THE CONSTANT YIELD TAX**
6 **RATE AND WILL GENERATE \$..... IN ADDITIONAL PROPERTY TAX REVENUES.**

7 **A PUBLIC HEARING ON THE PROPOSAL TO MAINTAIN THE CURRENT REAL**
8 **PROPERTY TAX RATE WILL BE HELD AT..... (TIME) ON..... (DATE) AT..... (LOCATION).**
9 **THE HEARING IS OPEN TO THE PUBLIC, AND PUBLIC TESTIMONY IS ENCOURAGED.**
10 **PERSONS WITH QUESTIONS REGARDING THIS HEARING MAY CALL..... (PHONE**
11 **NUMBER) FOR FURTHER INFORMATION.”.**

12 (f) (1) The meeting on the proposed county or municipal corporation real
13 property tax rate [increase] shall be held:

14 (i) on or after the 7th day and on or before the 21st day after the
15 notice is published as required by subsection (c) of this section; and

16 (ii) on or before June 17th before the date required by law for
17 imposition of the real property tax.

18 (2) The meeting may coincide with the meeting on the proposed budget of
19 the taxing authority.

20 (3) In computing periods of time under this subsection all calendar days
21 shall be counted including Saturdays, Sundays, and holidays.

22 (g) After the meeting, the taxing authority may adopt by law [an increase in the]
23 A county or municipal corporation real property tax rate that exceeds the constant yield tax
24 rate:

25 (1) on the day of the meeting; or

26 (2) on a later day, if the day, time, and location to consider the [increase]
27 **TAX RATE** are announced at that meeting.

28 (h) The requirements of this section do not apply if a taxing authority:

29 (1) increases the county or municipal corporation real property tax rate
30 above the constant yield tax rate solely because of the reduction in the taxing authority's
31 real property assessable base due to the final determination of assessment appeals; or

(2) sets a county or municipal corporation real property tax rate that does not exceed the constant yield tax rate.

(i) (1) Annually, a county shall include on the face of a real property tax bill:

(i) the county real property tax rate and the constant yield tax rate for the taxable year;

(ii) the amount, if any, by which the county real property tax rate exceeds the constant yield tax rate; and

(iii) a designation that the property is either the owner's "principal residence" or "not a principal residence".

(2) A county shall also mail with the real property tax bill the information described below in substantially the following form:

"Constant Yield Tax Rate

1. In the last taxable year the county (or Baltimore City) real property tax rate was....., and the certified assessment of the net assessable real property was \$..... The assessment multiplied by the rate produced real property tax revenues of \$.....

2. For this taxable year the certified assessment of the net assessable real property is \$..... To produce the same real property tax revenues as last year the real property tax rate would be..... This rate is called the constant yield tax rate.

3. For this taxable year the actual real property tax rate is....., which is (the same as) (different from) the constant yield tax rate. (If different, the rate is..... (more) (less) than the constant yield tax rate and will produce in real property tax revenues \$..... (more) (less) than would be produced by the constant yield tax rate)."

(j) A taxing authority that in good faith has made all reasonable efforts to comply with the requirements of subsections (b) through (g) of this section and provides satisfactory evidence to the Department that any lack of compliance with the requirements was for reasons beyond the taxing authority's control:

(1) is deemed to have complied with the requirements; and

(2) may set a real property tax rate that exceeds the constant yield tax rate.

SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect June 1, 2023.

SENATE BILL 100

N1
SB 563/22 – JPR

(PRE-FILED)

3lr0645
CF HB 36

By: **Senator Hettleman**

Requested: October 31, 2022

Introduced and read first time: January 11, 2023

Assigned to: Judicial Proceedings

A BILL ENTITLED

1 AN ACT concerning

2 **Real Property – Actions to Repossess – Proof of Rental Licensure**

3 FOR the purpose of requiring, in certain actions to repossess residential rental property, a
4 landlord to submit to the clerk of the court evidence of compliance with certain local
5 rental property licensure requirements and demonstrate that the landlord is
6 compliant with the licensure requirements; and generally relating to actions to
7 repossess property.

8 BY repealing and reenacting, without amendments,
9 Article – Real Property
10 Section 8–401(a) and (b)(1)
11 Annotated Code of Maryland
12 (2015 Replacement Volume and 2022 Supplement)

13 BY repealing and reenacting, with amendments,
14 Article – Real Property
15 Section 8–401(b)(2), 8–402(b)(1)(i), and 8–402.1(a)(1)(i)
16 Annotated Code of Maryland
17 (2015 Replacement Volume and 2022 Supplement)

18 BY adding to
19 Article – Real Property
20 Section 8–406
21 Annotated Code of Maryland
22 (2015 Replacement Volume and 2022 Supplement)

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

25 **Article – Real Property**

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 8–401.

2 (a) Whenever the tenant or tenants fail to pay the rent when due and payable, it
3 shall be lawful for the landlord to have again and repossess the premises in accordance
4 with this section.

5 (b) (1) Whenever any landlord shall desire to repossess any premises to which
6 the landlord is entitled under the provisions of subsection (a) of this section, the landlord
7 or the landlord's duly qualified agent or attorney shall ensure that the landlord has
8 completed the procedures required under subsection (c) of this section.

9 (2) [After] **SUBJECT TO § 8–406 OF THIS SUBTITLE AND AFTER**
10 completing the procedures required under subsection (c) of this section, a landlord or the
11 landlord's duly qualified agent or attorney may file the landlord's written complaint under
12 oath or affirmation, in the District Court of the county wherein the property is situated:

13 (i) Describing in general terms the property sought to be
14 repossessed;

15 (ii) Setting forth the name of each tenant to whom the property is
16 rented or any assignee or subtenant;

17 (iii) Stating the amount of rent and any late fees due and unpaid, less
18 the amount of any utility bills, fees, or security deposits paid by a tenant under § 7–309 of
19 the Public Utilities Article;

20 (iv) Requesting to repossess the premises and, if requested by the
21 landlord, a judgment for the amount of rent due, costs, and any late fees, less the amount
22 of any utility bills, fees, or security deposits paid by a tenant under § 7–309 of the Public
23 Utilities Article;

24 (v) If applicable, stating that, to the best of the landlord's knowledge,
25 the tenant is deceased, intestate, and without next of kin; and

26 (vi) If the property to be repossessed is an affected property as
27 defined in § 6–801 of the Environment Article, stating that the landlord has registered the
28 affected property as required under § 6–811 of the Environment Article and renewed the
29 registration as required under § 6–812 of the Environment Article and:

30 1. A. If the current tenant moved into the property on or
31 after February 24, 1996, stating the inspection certificate number for the inspection
32 conducted for the current tenancy as required under § 6–815(c) of the Environment Article;
33 or

B. On or after February 24, 2006, stating the inspection certificate number for the inspection conducted for the current tenancy as required under § 6–815(c), § 6–817(b), or § 6–819(f) of the Environment Article; or

2. Stating that the owner is unable to provide an inspection certificate number because:

A. The owner has requested that the tenant allow the owner access to the property to perform the work required under Title 6, Subtitle 8 of the Environment Article;

B. The owner has offered to relocate the tenant in order to allow the owner to perform work if the work will disturb the paint on the interior surfaces of the property and to pay the reasonable expenses the tenant would incur directly related to the relocation; and

C. The tenant has refused to allow access to the owner or refused to vacate the property in order for the owner to perform the required work.

8–402.

(b) (1) (i) **[Where] SUBJECT TO § 8–406 OF THIS SUBTITLE AND WHERE** any tenancy is for any definite term or at will, and the landlord shall desire to repossess the property after the expiration of the term for which it was leased and shall give notice as required under subsection (c) of this section to the tenant or to the person actually in possession of the property to remove from the property at the end of the term, and if the tenant or person in actual possession shall refuse to comply, the landlord may make complaint in writing to the District Court of the county where the property is located.

8–402.1.

(a) (1) (i) **[Where] SUBJECT TO § 8–406 OF THIS SUBTITLE AND WHERE** an unexpired lease for a stated term provides that the landlord may repossess the premises prior to the expiration of the stated term if the tenant breaches the lease, the landlord may make complaint in writing to the District Court of the county where the premises is located if:

1. The tenant breaches the lease;

2. A. The landlord has given the tenant 30 days' written notice that the tenant is in violation of the lease and the landlord desires to repossess the leased premises; or

B. The breach of the lease involves behavior by a tenant or a person who is on the property with the tenant's consent, which demonstrates a clear and imminent danger of the tenant or person doing serious harm to themselves, other tenants, the landlord, the landlord's property or representatives, or any other person on the property

1 and the landlord has given the tenant or person in possession 14 days' written notice that
2 the tenant or person in possession is in violation of the lease and the landlord desires to
3 repossess the leased premises; and

4 3. The tenant or person in actual possession of the premises
5 refuses to comply.

6 **8-406.**

7 (A) (1) THIS SECTION APPLIES ONLY IN A COUNTY, A MUNICIPALITY, OR
8 ANY OTHER JURISDICTION THAT REQUIRES A LICENSE FOR THE LAWFUL
9 OPERATION OF RESIDENTIAL RENTAL PROPERTY.

10 (2) THIS SECTION DOES NOT APPLY TO AN ACTION UNDER § 8-402 OR
11 § 8-402.1 OF THIS SUBTITLE WHERE THE LANDLORD SHOWS THAT THE ACTIONS OF
12 THE TENANT CAUSED THE LICENSING AUTHORITY TO SUSPEND, REVOKE, OR
13 REFUSE TO GRANT OR RENEW THE RENTAL LICENSE.

14 (B) IF A LANDLORD ASSERTS THAT RENTAL PROPERTY IS NOT LICENSED IN
15 COMPLIANCE WITH APPLICABLE LOCAL RENTAL LICENSING REQUIREMENTS DUE TO
16 THE ACTIONS OF A TENANT, THE LANDLORD MAY FILE AN ACTION UNDER § 8-402 OR
17 § 8-402.1 OF THIS SUBTITLE ONLY AFTER THE LANDLORD PROVIDES THE TENANT
18 WITH WRITTEN NOTICE OF THE ASSERTION THAT THE TENANT CAUSED THE
19 LICENSING AUTHORITY TO SUSPEND, REVOKE, OR REFUSE TO GRANT OR RENEW THE
20 RENTAL LICENSE AT LEAST 30 DAYS BEFORE FILING THE ACTION.

21 (C) (1) EXCEPT AS PROVIDED IN PARAGRAPH (2) OF THIS SUBSECTION,
22 ON THE FILING OF A WRITTEN COMPLAINT TO REPOSSESS RESIDENTIAL PROPERTY
23 UNDER § 8-401, § 8-402, OR § 8-402.1 OF THIS SUBTITLE OR UNDER SUBTITLE 9 OF
24 THE CODE OF PUBLIC LOCAL LAWS OF BALTIMORE CITY, THE LANDLORD SHALL
25 PLEAD AND DEMONSTRATE THAT THE PROPERTY IS:

26 (I) LICENSED IN COMPLIANCE WITH APPLICABLE LOCAL
27 RENTAL LICENSING REQUIREMENTS; OR

28 (II) EXEMPT FROM APPLICABLE LOCAL RENTAL LICENSING
29 REQUIREMENTS.

30 (2) THIS SUBSECTION DOES NOT APPLY TO AN ACTION TO REPOSSESS
31 FOR BREACH OF LEASE UNDER § 8-402.1(A)(1)(I)2B OF THIS SUBTITLE.

32 (D) (1) AT TRIAL, THE LANDLORD MUST DEMONSTRATE TO THE
33 SATISFACTION OF THE COURT THAT THE PROPERTY LISTED IN THE WRITTEN

1 COMPLAINT IS LICENSED WITH THE JURISDICTION OR IS EXEMPT FROM APPLICABLE
2 LICENSING REQUIREMENTS.

3 (2) TO SATISFY THE REQUIREMENTS OF THIS SUBSECTION, A
4 LANDLORD MAY PROVIDE ELECTRONIC PROOF OF LICENSURE.

5 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect
6 October 1, 2023.

HOUSE BILL 36

N1
HB 703/22 – JUD

(PRE-FILED)

3lr0646
CF SB 100

By: **Delegates Lehman, Charkoudian, Foley, D. Jones, Ruth, and Terrasa**

Requested: October 31, 2022

Introduced and read first time: January 11, 2023

Assigned to: Judiciary

A BILL ENTITLED

1 AN ACT concerning

2 **Real Property – Actions to Repossess – Proof of Rental Licensure**

3 FOR the purpose of requiring, in certain actions to repossess residential rental property, a
4 landlord to submit to the clerk of the court evidence of compliance with certain local
5 rental property licensure requirements and demonstrate that the landlord is
6 compliant with the licensure requirements; and generally relating to actions to
7 repossess property.

8 BY repealing and reenacting, without amendments,
9 Article – Real Property
10 Section 8–401(a) and (b)(1)
11 Annotated Code of Maryland
12 (2015 Replacement Volume and 2022 Supplement)

13 BY repealing and reenacting, with amendments,
14 Article – Real Property
15 Section 8–401(b)(2), 8–402(b)(1)(i), and 8–402.1(a)(1)(i)
16 Annotated Code of Maryland
17 (2015 Replacement Volume and 2022 Supplement)

18 BY adding to
19 Article – Real Property
20 Section 8–406
21 Annotated Code of Maryland
22 (2015 Replacement Volume and 2022 Supplement)

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

25 **Article – Real Property**

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 8–401.

2 (a) Whenever the tenant or tenants fail to pay the rent when due and payable, it
3 shall be lawful for the landlord to have again and repossess the premises in accordance
4 with this section.

5 (b) (1) Whenever any landlord shall desire to repossess any premises to which
6 the landlord is entitled under the provisions of subsection (a) of this section, the landlord
7 or the landlord's duly qualified agent or attorney shall ensure that the landlord has
8 completed the procedures required under subsection (c) of this section.

9 (2) [After] **SUBJECT TO § 8–406 OF THIS SUBTITLE AND AFTER**
10 completing the procedures required under subsection (c) of this section, a landlord or the
11 landlord's duly qualified agent or attorney may file the landlord's written complaint under
12 oath or affirmation, in the District Court of the county wherein the property is situated:

13 (i) Describing in general terms the property sought to be
14 repossessed;

15 (ii) Setting forth the name of each tenant to whom the property is
16 rented or any assignee or subtenant;

17 (iii) Stating the amount of rent and any late fees due and unpaid, less
18 the amount of any utility bills, fees, or security deposits paid by a tenant under § 7–309 of
19 the Public Utilities Article;

20 (iv) Requesting to repossess the premises and, if requested by the
21 landlord, a judgment for the amount of rent due, costs, and any late fees, less the amount
22 of any utility bills, fees, or security deposits paid by a tenant under § 7–309 of the Public
23 Utilities Article;

24 (v) If applicable, stating that, to the best of the landlord's knowledge,
25 the tenant is deceased, intestate, and without next of kin; and

26 (vi) If the property to be repossessed is an affected property as
27 defined in § 6–801 of the Environment Article, stating that the landlord has registered the
28 affected property as required under § 6–811 of the Environment Article and renewed the
29 registration as required under § 6–812 of the Environment Article and:

30 1. A. If the current tenant moved into the property on or
31 after February 24, 1996, stating the inspection certificate number for the inspection
32 conducted for the current tenancy as required under § 6–815(c) of the Environment Article;
33 or

B. On or after February 24, 2006, stating the inspection certificate number for the inspection conducted for the current tenancy as required under § 6–815(c), § 6–817(b), or § 6–819(f) of the Environment Article; or

2. Stating that the owner is unable to provide an inspection certificate number because:

A. The owner has requested that the tenant allow the owner access to the property to perform the work required under Title 6, Subtitle 8 of the Environment Article;

B. The owner has offered to relocate the tenant in order to allow the owner to perform work if the work will disturb the paint on the interior surfaces of the property and to pay the reasonable expenses the tenant would incur directly related to the relocation; and

C. The tenant has refused to allow access to the owner or refused to vacate the property in order for the owner to perform the required work.

8–402.

(b) (1) (i) **[Where] SUBJECT TO § 8–406 OF THIS SUBTITLE AND WHERE** any tenancy is for any definite term or at will, and the landlord shall desire to repossess the property after the expiration of the term for which it was leased and shall give notice as required under subsection (c) of this section to the tenant or to the person actually in possession of the property to remove from the property at the end of the term, and if the tenant or person in actual possession shall refuse to comply, the landlord may make complaint in writing to the District Court of the county where the property is located.

8–402.1.

(a) (1) (i) **[Where] SUBJECT TO § 8–406 OF THIS SUBTITLE AND WHERE** an unexpired lease for a stated term provides that the landlord may repossess the premises prior to the expiration of the stated term if the tenant breaches the lease, the landlord may make complaint in writing to the District Court of the county where the premises is located if:

1. The tenant breaches the lease;

2. A. The landlord has given the tenant 30 days' written notice that the tenant is in violation of the lease and the landlord desires to repossess the leased premises; or

B. The breach of the lease involves behavior by a tenant or a person who is on the property with the tenant's consent, which demonstrates a clear and imminent danger of the tenant or person doing serious harm to themselves, other tenants, the landlord, the landlord's property or representatives, or any other person on the property

1 and the landlord has given the tenant or person in possession 14 days' written notice that
2 the tenant or person in possession is in violation of the lease and the landlord desires to
3 repossess the leased premises; and

4 3. The tenant or person in actual possession of the premises
5 refuses to comply.

6 **8-406.**

7 (A) (1) THIS SECTION APPLIES ONLY IN A COUNTY, A MUNICIPALITY, OR
8 ANY OTHER JURISDICTION THAT REQUIRES A LICENSE FOR THE LAWFUL
9 OPERATION OF RESIDENTIAL RENTAL PROPERTY.

10 (2) THIS SECTION DOES NOT APPLY TO AN ACTION UNDER § 8-402 OR
11 § 8-402.1 OF THIS SUBTITLE WHERE THE LANDLORD SHOWS THAT THE ACTIONS OF
12 THE TENANT CAUSED THE LICENSING AUTHORITY TO SUSPEND, REVOKE, OR
13 REFUSE TO GRANT OR RENEW THE RENTAL LICENSE.

14 (B) IF A LANDLORD ASSERTS THAT RENTAL PROPERTY IS NOT LICENSED IN
15 COMPLIANCE WITH APPLICABLE LOCAL RENTAL LICENSING REQUIREMENTS DUE TO
16 THE ACTIONS OF A TENANT, THE LANDLORD MAY FILE AN ACTION UNDER § 8-402 OR
17 § 8-402.1 OF THIS SUBTITLE ONLY AFTER THE LANDLORD PROVIDES THE TENANT
18 WITH WRITTEN NOTICE OF THE ASSERTION THAT THE TENANT CAUSED THE
19 LICENSING AUTHORITY TO SUSPEND, REVOKE, OR REFUSE TO GRANT OR RENEW THE
20 RENTAL LICENSE AT LEAST 30 DAYS BEFORE FILING THE ACTION.

21 (C) (1) EXCEPT AS PROVIDED IN PARAGRAPH (2) OF THIS SUBSECTION,
22 ON THE FILING OF A WRITTEN COMPLAINT TO REPOSSESS RESIDENTIAL PROPERTY
23 UNDER § 8-401, § 8-402, OR § 8-402.1 OF THIS SUBTITLE OR UNDER SUBTITLE 9 OF
24 THE CODE OF PUBLIC LOCAL LAWS OF BALTIMORE CITY, THE LANDLORD SHALL
25 PLEAD AND DEMONSTRATE THAT THE PROPERTY IS:

26 (I) LICENSED IN COMPLIANCE WITH APPLICABLE LOCAL
27 RENTAL LICENSING REQUIREMENTS; OR

28 (II) EXEMPT FROM APPLICABLE LOCAL RENTAL LICENSING
29 REQUIREMENTS.

30 (2) THIS SUBSECTION DOES NOT APPLY TO AN ACTION TO REPOSSESS
31 FOR BREACH OF LEASE UNDER § 8-402.1(A)(1)(I)2B OF THIS SUBTITLE.

32 (D) (1) AT TRIAL, THE LANDLORD MUST DEMONSTRATE TO THE
33 SATISFACTION OF THE COURT THAT THE PROPERTY LISTED IN THE WRITTEN

1 COMPLAINT IS LICENSED WITH THE JURISDICTION OR IS EXEMPT FROM APPLICABLE
2 LICENSING REQUIREMENTS.

3 (2) TO SATISFY THE REQUIREMENTS OF THIS SUBSECTION, A
4 LANDLORD MAY PROVIDE ELECTRONIC PROOF OF LICENSURE.

5 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect
6 October 1, 2023.

SENATE BILL 11

R5

3lr1082

(PRE-FILED)

By: **Senator Sydnor**

Requested: November 15, 2022

Introduced and read first time: January 11, 2023

Assigned to: Judicial Proceedings

A BILL ENTITLED

1 AN ACT concerning

2 **Motor Vehicles – Speed Limits – School Zones**

3 FOR the purpose of altering the radius around certain schools within which a school zone
4 may be established and speed monitoring systems may be placed and used; and
5 generally relating to the enforcement of speed limits in school zones.

6 BY repealing and reenacting, with amendments,
7 Article – Transportation
8 Section 21–803.1 and 21–809(a)(7)
9 Annotated Code of Maryland
10 (2020 Replacement Volume and 2022 Supplement)

11 BY repealing and reenacting, without amendments,
12 Article – Transportation
13 Section 21–809(a)(1) and (8) and (b)(1)(vi)2.
14 Annotated Code of Maryland
15 (2020 Replacement Volume and 2022 Supplement)

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

18 **Article – Transportation**

19 21–803.1.

20 (a) (1) Subject to subsection (f) of this section, within a [half-mile]
21 **0.1-MILE** radius of any school, the State Highway Administration or a local authority:

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



(i) May establish a school zone and maximum speed limits applicable in the school zone; and

(ii) Subject to subsection (d) of this section, may provide that fines are to be doubled for speeding violations within the school zone.

(2) (i) The State Highway Administration may establish a school zone under paragraph (1) of this subsection on any State highway or, at the request of a local authority, on any highway under the jurisdiction of the local authority.

(ii) A local authority may establish a school zone under paragraph (1) of this subsection on any highway under its jurisdiction.

(iii) In Prince George's County, a municipal corporation may establish a school zone under paragraph (1) of this subsection on any highway that:

1. Is not under State jurisdiction; and

2. Is located within the corporate limits of the municipal corporation.

(b) (1) On each highway where a school zone is established under this section, in accordance with specifications of the State Highway Administration, the State Highway Administration or local authority:

(i) Shall place signs designating the school zone; and

(ii) May place other traffic control devices, including timed flashing warning lights.

(2) The signs designating a school zone shall indicate the maximum speed limit applicable in the school zone.

(3) The local authority shall pay the State Highway Administration the cost of placing and maintaining signs and other traffic control devices on highways under the jurisdiction of the local authority when the State Highway Administration establishes the school zone at the local authority's request.

(4) In Prince George's County, a municipal corporation shall be responsible for the cost of placing and maintaining signs and other traffic control devices for a school zone that the municipal corporation establishes on a highway within its corporate limits.

(c) A maximum speed limit in a school zone established under this section is in effect when posted on appropriate signs giving notice of the limit.

(d) The fines for speeding in a school zone are double the amount that would otherwise apply if, in accordance with specifications adopted by the State Highway Administration:

(1) (i) A sign designating a school zone under this section is equipped with timed flashing warning lights and indicates that fines for speeding are doubled when the lights are activated; and

(ii) The lights are activated at the time the violation occurs; or

(2) A sign designating a school zone under this section indicates that fines for speeding are doubled during school hours.

(e) A person may not drive a motor vehicle at a speed exceeding the posted speed limit within a school zone established in accordance with subsection (d) of this section.

(f) In any school zone where a school crossing guard is posted to assist students in crossing a highway, the maximum speed limit may not exceed 35 miles per hour in the school zone during the hours posted on signs designating the school zone.

(g) A person convicted of a violation of subsection (e) of this section is subject to a fine not exceeding \$1,000.

21-809.

(a) (1) In this section the following words have the meanings indicated.

(7) "School zone" means a designated roadway segment within up to a [half-mile] **0.1-MILE** radius of a school for any of grades kindergarten through grade 12 where school-related activity occurs, including:

(i) Travel by students to or from school on foot or by bicycle; or

(ii) The dropping off or picking up of students by school buses or other vehicles.

(8) "Speed monitoring system" means a device with one or more motor vehicle sensors producing recorded images of motor vehicles traveling at speeds at least 12 miles per hour above the posted speed limit.

(b) (1) (vi) This section applies to a violation of this subtitle recorded by a speed monitoring system that meets the requirements of this subsection and has been placed:

2. In a school zone with a posted speed limit of at least 20 miles per hour;

1 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect July
2 1, 2023.

COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND

2023 Legislative Session

Bill No. CB-007-2023

Chapter No. _____

Proposed and Presented by Council Members Oriadha, Burroughs, Blegay, Dernoga, Ivey, Olson

Introduced by _____

Co-Sponsors _____

Date of Introduction _____

BILL

AN ACT concerning

Rent Stabilization Act of 2023

For the purpose of temporarily amending the Landlord-Tenant Code to limit landlords' ability to increase rent for certain tenants above a certain amount; providing penalties; providing that existing obligations or contract rights may not be impaired by this Act; and generally relating to rent restrictions for residential leases and rental dwelling units.

BY adding:

SUBTITLE 13. HOUSING AND PROPERTY

STANDARDS.

Sections 13-144, 13-145, 13-146, 13-147

The Prince George's County Code

(2019 Edition; 2022 Supplement).

SECTION 1. BE IT ENACTED by the County Council of Prince George's County, Maryland, that Section 13-144 13-145, 13-146, 13-147 of the Prince George's County Code be and the same are hereby added:

SUBTITLE 13. HOUSING AND PROPERTY STANDARDS.

DIVISION 3. LANDLORD AND TENANT REGULATIONS.

SUBDIVISION 1. GENERAL PROVISIONS.

Sec. 13-144. Temporary Rent Stabilization- Limiting rent increases, notification requirements.

(a) From the date of adoption of this Rent Stabilization Act (Act), a landlord shall not

1 increase rent in an amount that exceeds three percent (3%) per annum of the existing rent amount
 2 for any tenant; or

- 3 (b) A landlord shall not issue a notice of rent increase, late fees, or penalties during the six-
 4 month (6) period of this Act.

5 **Sec. 13-145. Notices of Rent Adjustments and Rent Payment Plans During the Rent**
 6 **Stabilization Act (Act).**

7 During the six-month (6) period of this Act, and within ninety (90) days after the expiration
 8 of the Act, a landlord:

- 9 (a) Shall not notify a tenant of a rent increase; or
 10 (b) Shall inform a tenant in writing to disregard any notice of a rent increase if:
 11 (1) the landlord provided the notice to the tenant prior to the enactment of this Act; and
 12 (2) the effective date of the increase would occur on or after the date that the Act
 13 became effective; and
 14 (c) May offer rent payment plans, in writing, to tenants.

15 **Sec.13-146. Notice of Prohibition of Certain Rent Increases, Limitations on the Rate of**
 16 **Certain Rent Increases, Late Fees, and Penalties.**

- 17 (a) Department of Housing and Community and Department (DHCD) and Department of
 18 Permitting, Inspections and Enforcement (DPIE) shall provide information about the
 19 requirements of the Section on their respective websites, including the date that this Act
 20 expires, and the date that is ninety (90) days after the expiration of this Act.
 21 (b) DHCD and DPIE shall post notice to license holders of the prohibition of rent increases
 22 for a tenant in this Section, evictions, late fees, or penalties and the three percent (3%)
 23 per annum limit on rent increases for any tenant within fifteen (15) days of enactment of
 24 this Act.
 25 (c) DPIE shall exercise the enforcement authority provided pursuant to Section 13-102 of
 26 Subtitle 13 and Section 1-123 of Subtitle 1 of this Code:
 27 (1) This enforcement authority shall include the authority to impose fines for violations
 28 of the provisions of this subtitle, including:
 29 (i) The authority to impose a penalty in the amount of \$500 for the first
 30 violation of the provisions of this Act; and
 31 (ii) The authority to impose a penalty in the amount of \$1000 for any subsequent

violations of the provisions of this Act; and

(iii) Any penalty collected shall be distributed to the general fund.

Sec. 13-147 Expiration and Notice of Expiration. This Act expires, and has no further force or effect, six-months (6) after the effective date without further action by the County Council or the County Executive.

DPIE and DHCD must post on their respective websites information about the requirements of this Subdivision and the related Sections, including the date that these requirements expire.

* * * * *

SECTION 2. BE IT FURTHER ENACTED that the provisions of this Act are hereby declared to be severable; and, in the event that any section, subsection, paragraph, subparagraph, sentence, clause, phrase, or word of this Act is declared invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the remaining words, phrases, clauses, sentences, subparagraphs, paragraphs, subsections, or sections of this Act, since the same would have been enacted without the incorporation in this Act of any such invalid or unconstitutional word, phrase, clause, sentence, paragraph, subparagraph, subsection, or section.

SECTION 3. BE IT FURTHER ENACTED that a presently existing obligation or contract right may not be impaired by this Act.

SECTION 4. BE IT FURTHER ENACTED that this Act shall take effect on forty-five (45) calendar days after it becomes law.

Adopted this ____ day of _____, 2023.

COUNTY COUNCIL OF PRINCE
GEORGE'S COUNTY, MARYLAND

BY: _____
Thomas E. Dernoga
Chair

ATTEST:

Donna J. Brown
Clerk of the Council

APPROVED:

DATE: _____ BY: _____
Angela D. Alsobrooks
County Executive

KEY:
Underscoring indicates language added to existing law.
[Brackets] indicate language deleted from existing law.
Asterisks *** indicate intervening existing Code provisions that remain unchanged.

* * * * *

City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: MEETINGS

Agenda Section: OTHER BUSINESS (60 mins - 8:30 - 9:30 pm)

Subject:

* Meetings

Suggested Action:

Attachments:

[meetings.pdf](#)

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



1/18/2023 9:14 AM

City Council Meetings & Work Sessions
January – February – March

Work Session – Recreation/Museum Merger	Wed.	01/25	7:30 pm
Four Cities Meeting (College Park)	Thur.	01/26	7:00 pm
Work Session – Speed Camera	Mon.	01/30	7:30 pm
Work Session – Greenbelt National Park (tentatively)	Wed.	02/01	7:30 pm
Work Session – Combined Properties/Greenway Center	Mon.	02/06	7:30 pm
Work Session – Board of Elections	Wed.	02/08	7:30 pm
Regular Meeting	Mon.	02/13	7:30 pm
Work Session – Plastic Bag Ban (tentatively)	Wed.	02/15	7:30 pm
No Meeting	Mon.	02/20	
Work Session – Neighborhood Design Center on Greenbelt Station Greenspace Vision	Wed.	02/22	7:30 pm
Regular Meeting	Mon.	02/27	7:30 pm
Work Session – TBD	Wed.	03/01	7:30 pm
Work Session – TBD	Mon.	03/06	7:30 pm
Work Session – TBD	Wed.	03/08	7:30 pm
Regular Meeting	Mon.	03/13	7:30 pm
Work Session – TBD	Wed.	03/15	7:30 pm
Work Session – TBD	Mon.	03/20	7:30 pm
Work Session – TBD	Wed.	03/22	7:30 pm
Regular Meeting	Mon.	03/27	7:30 pm
Budget Work Session – TBD	Wed.	03/29	7:30 pm

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

Bonita Anderson, City Clerk

A NATIONAL HISTORIC LANDMARK

(301) 474-8000

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

MD RELAY 711

CITY OF GREENBELT, MARYLAND

25 Crescent Road, Greenbelt, MD 20770-1891



1/18/2023 9:14 AM

Ready to be scheduled:

Closed Session (*Cable Ordinance*)
Parke Crescent Apartment Complex
Board of Elections reports:
- Procedure for filling Council vacancies
- Proposal for voting by resident non-citizens
(*waiting for CRAB Report*)
- Early Voting
Virtual Meetings Accessibility for Blind and
Visually Impaired
Walk-way Light Fixture
Prince George's County Council
Space Study
School Board Representative (schedule after 11/8)

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 & Grievances (#2021-02
Collective Bargaining) (*waiting for CRAB
Report*)
Bernard Penney (*Memorial Donation in honor of
Leonie Penney*)
Economic Development Advisory Committee
(*refer to Economic Development Manager*)
Potential Bond Referendum/Capital Financing
Cemetery Plans
City Contracting Policy
MARC Train Service/ MDOT
Arts & Entertainment District

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

City Council Agenda Item Report

Meeting Date: January 23, 2023

Submitted by: Shaniya Lashley-Mullen

Submitting Department: Administration

Item Type: OTHER BUSINESS

Agenda Section: OTHER BUSINESS (60 mins - 8:30 - 9:30 pm)

Subject:

* Resignation from Advisory Group

Suggested Action:

Reference: Email: C. Comproni - 01/11/2023

Cindy Comproni have submitted her resignation from the Public Safety Advisory Committee (PSAC). Approval of this item on the consent agenda will indicate the Council's intent to accept her resignation with regret.

Attachments:

[C. Comproni.pdf](#)

Shaniya Lashley-Mullen

Subject: FW: Public Safety Advisory Committee Letter of Resignation

From: Cynthia Comproni [REDACTED]
Sent: Friday, January 20, 2023 10:29 AM
To: Council [REDACTED] Timothy George [REDACTED]
Subject: Public Safety Advisory Committee Letter of Resignation

Good Morning Councilmembers and Mr. George,

Please except this email as my letter of resignation from the Public Safety Advisory Committee.

Thank you for the opportunity to be of service to you and the community. I enjoyed being on Public Safety Advisory Committee for over 15 years, working for & with you, and working with the City staff and the community. I will miss it dearly. It was an awesome experience, I learned a lot, and I loved working with others.

I greatly appreciate Council and City Staff for always being supportive and accommodating to the committee's needs. Everyone has provided excellent service. We could not have done our job so well without City Staff. Please give my special thanks to the Police Department for always being there for us. They were the backbone of our committee.

Thanks to Council Member Silke Poppe who was involved and dedicated to PSAC during my tenure.

Thank you and give my thanks to all the City staff.

Best Wishes,
Cynthia A. Comproni