



CITY COUNCIL WORK SESSION AGENDA

Work Session - Compensation Study

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/86384013615?](https://us02web.zoom.us/j/86384013615?pwd=eDNhL3MzZHJBL3paT0JlV1pQOC9KZz09)
[pwd=eDNhL3MzZHJBL3paT0JlV1pQOC9KZz09](https://us02web.zoom.us/j/86384013615?pwd=eDNhL3MzZHJBL3paT0JlV1pQOC9KZz09)
Dial-in: 301 715 8592
Webinar ID: 863 8401 3615
Passcode: 606323**

**Wednesday, January 4, 2023
7:30 PM**

I. Work Session Packet

1. Work Session - Compensation Study
Suggested Action:
Agenda
 - Introductions
 - Council Discussion
 - Questions and Answers

- Other Items

[Greenbelt MD- Final Presentation DRAFT 12.29.22.pdf](#)

2. Meeting and Stakeholder List

[meetings.pdf](#)

[Stakeholder Schedule.pdf](#)



Classification and Compensation Study

City of Greenbelt, MD



Agenda

- Project Methodology
- Project Results
 - *Internal Equity = Job Evaluation*
 - *External Equity = Market Study*
 - *Pay Plan Development*
 - *Implementation*
- Recommendations
- Next Steps

Project Overview

- **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) used to review titles and make recommendations for changes, as necessary, SAFE job evaluation conducted to establish internal equity.
- **Market Assessment:** collection of base pay and benefits information from peer organizations.
- **Pay Plan Development:** pay plan development, grade assignments, and implementation calculations.
- **Project Completion:** final report, Council presentation, project documentation delivery.



Title Recommendations

Baker Tilly reviewed existing position titles with consideration to nature and level of work performed in each role, against commonly used titles in the market, as well as consistency of progression throughout the City's pay structure.

Department	Current Title	Suggested Title Change
Administration	Assistant to the City Clerk	Deputy City Clerk
Administration	Public Information & Comm. Coord	Public Information Officer
Administration	Museum Director	Museum Program Director
Administration	Communications Specialist	Communications Specialist
Public Works	Streets Maintenance Super.	Streets Maintenance Supervisor
Public Works	Sustainability Coord. II	Sustainability Coordinator II
Recreation	Therapeutic Rec Supervisor	Therapeutic Recreation Supervisor

Job Evaluation

- Baker Tilly owns a point factor job evaluation tool called SAFE® which was developed specifically for measuring local government jobs to determine internal value.
- A point factor evaluation, such as SAFE, allows for a consistent, equitable and defensible means of establishing a hierarchy of jobs (internal equity) and is compliant with the Equal Pay Act.
- The end result of this process is a total score for each position.

COMPENSABLE FACTOR		WEIGHT	DESCRIPTIONS / MEASUREMENT
1.	Education	16%	Minimum formal education level required by the position
1.	Experience	12%	Minimum years of experience required by the position
1.	Level of Work	14%	Degree of difficulty of work performed by the position
1.	Human Relations	8%	Type and level of human interactions
1.	Physical Demands	5%	Physical exertion performed by the position
1.	Working Conditions	7%	Environmental conditions experienced by the positions
1.	Independence to Act	12%	Degree of independence to make decisions and act on them
1.	Impact of Actions	14%	Severity of consequences as a result of decisions
1.	Supervision Exercised	14%	Type and level of supervision exercised
		100%	TOTAL

Market Assessment

- **Peer Organizations** = public peer organizations that are similar in size (revenue, population, or number of employees), services provided, geographic proximity, industry, competition for talent, etc.
 - Private Sector = published data salary survey data included in the market results
- **Benchmark Positions** = a job that is commonly found in the workforce and is likely to match with analogous positions in other organizations.
- **Data Adjustments** = work week, aging data if not in the current fiscal year, and cost of labor differentials. *Not the same as cost of living.*
- **Quality Control**
 - Market data is not weighted; no peer's data is given preference over another.
 - Required 3 matches per benchmark position to determine market values
 - A 75% overlap in duties/responsibilities is considered a “good” match

Market Assessment: Peer Organizations

- The City identified 11 public peer organizations to be included in the study
- Data was collected or compiled from 9 of those, **shown in bold below.**
- Data from **3 published surveys** included to represent the “private sector”

1. Bladensburg
2. **Bowie**
3. **Cheverly**
4. **College Park**
5. **Fredrick**
6. **Gaithersburg**
7. Hyattsville

8. **Laurel**
9. **New Carrollton**
10. **Rockville**
11. **Takoma Park**
12. **Comp Analyst**
13. **Bureau of Labor Statistics**
14. **Economic Research Institute**

Market Assessment: Cost of Labor Differentials

- Where cost of living is a measurement of goods and services in each area, the cost of labor is a measurement of compensation paid.
- Cost of labor can be impacted by the cost of living, but is mainly influenced by the supply and demand of labor in each area (rate of unemployment and number of qualified laborers).

Date Pulled	Client Name	Location	Geo Adjust	Client Avg Base
9.23.22	City of Greenbelt, MD	Greenbelt, MD	116.6	72,390
Peer #	Peer Organization	Locality Used	ERI Indicator	GeoDiff %
1	Bowie	Bowie, Maryland	116.5	0.1%
2	Cheverly	Hyattsville, Maryland	116.4	0.2%
3	College Park	College Park, Maryland	116.5	0.1%
4	Frederick	Frederick, Maryland	112.5	4.1%
5	Gaithersburg	Gaithersburg, Maryland	114.3	2.3%
6	Laurel	Laurel, Maryland	116.3	0.3%
7	New Carrollton	New Carrollton, Maryland	116.4	0.2%
8	Rockville	Rockville, Maryland	114.4	2.2%
9	Takoma Park	Takoma Park, Maryland	114.2	2.4%
10	Comp Analyst	United State Avg.	100	16.6%
11	Economic Research Institute	Greenbelt, Maryland	116.6	0.0%
12	Bureau of Labor Statistics	Maryland State Average	108.2	8.4%

Cost of labor differentials collected from Economic Research Institutes Geographic Assessor tool which utilizes figures published by the Bureau of Labor Statistics.

Market Assessments: Results

- All 113 positions were included in the market survey as a benchmark positions.
 - Of those, 13 had insufficient data (less than 3 matches) and a market value was not calculated.
 - Overall, the study yielded market values for 89.3% of the City's positions
- 
- Average minimum, midpoint, and maximum results were prepared for each of the 100 benchmark positions with sufficient data.
 - A comparison of current midpoints vs. the market average midpoint was also prepared. Additional market thresholds demonstrating 5% above and 5% below market were also prepared for consideration.
 - Based on this information, the City decided to align itself with the market.

Market Results Sample

Department	Benchmark Position	Matches	Average Minimum	Average Midpoint	Average Maximum	% Range Spread
Administration	Executive Assistant to the City Manager	9	\$64,068.01	\$85,444.64	\$106,821.27	67%
CARES	Crisis Intervention Counselor II - Family Services	2	Insufficient Data			
Finance	Accounting Technician I	11	\$47,712.13	\$62,012.68	\$76,313.23	60%
Human Resources	Director of Human Resources	10	\$106,087.66	\$144,779.90	\$183,472.14	73%
Human Resources	Human Resources Specialist II	9	\$62,158.68	\$83,850.98	\$105,543.28	70%
IT	Director of Information Technology	9	\$105,976.71	\$142,755.37	\$172,386.80	63%
IT	Network Administrator I	9	\$69,089.17	\$94,923.85	\$120,758.54	75%
Multiple	Administrative Assistant I	12	\$43,354.05	\$56,747.97	\$70,141.88	62%
Planning & Community Dev.	Inspector I	11	\$55,167.08	\$70,762.86	\$86,358.63	57%
Planning & Community Dev.	Planner I	9	\$63,845.38	\$83,435.47	\$103,025.57	61%
Planning & Community Dev.	Parking Enforcement Officer I	9	\$46,325.91	\$61,945.81	\$77,565.71	67%
Planning & Community Dev.	Supervisory Inspector	9	\$75,188.05	\$100,398.49	\$125,608.94	67%
Police	Animal Control Supervisor	2	Insufficient Data			
Police	Lieutenant	10	\$90,332.43	\$115,791.31	\$141,250.19	56%
Police	Police Data Administrator	2	Insufficient Data			
Public Works	Facility Maintenance Manager	9	\$75,879.68	\$101,749.20	\$127,618.72	68%
Public Works	Maintenance Worker I	11	\$34,372.78	\$42,204.35	\$51,160.36	49%
Public Works	Maintenance Worker II	10	\$38,137.42	\$50,439.48	\$62,741.55	65%
Public Works	Mechanic I	11	\$47,210.03	\$63,473.64	\$79,737.25	69%
Public Works	Mechanic Supervisor	11	\$63,592.41	\$85,954.48	\$108,316.55	70%
Public Works	Parks Supervisor	9	\$66,017.49	\$89,235.74	\$112,453.99	70%
Public Works	Sustainability Coordinator II	2	Insufficient Data			
Recreation	Community Center Supervisor	2	Insufficient Data			

Market Comparison

Department	Position Title	Current Midpoint	95% of Market	+ / (-) Market	Average Midpoint	+ / (-) Market	105% of Market	+ / (-) Market
Administration	Executive Assistant to the City Manager	\$82,180.80	\$81,172.40	▼ (1.2%)	\$85,444.64	▲ 4.0%	\$89,716.87	▲ 9.2%
CARES	Crisis Intervention Counselor I - Family Services	\$70,990.40	\$57,474.27	▼ (19.0%)	\$60,499.23	▼ (14.8%)	\$63,524.19	▼ (10.5%)
Finance	Accounting Technician I	\$61,204.00	\$58,912.04	▼ (3.7%)	\$62,012.68	▲ 1.3%	\$65,113.31	▲ 6.4%
Human Resources	Director of Human Resources	\$122,397.60	\$137,540.90	▲ 12.4%	\$144,779.90	▲ 18.3%	\$152,018.89	▲ 24.2%
Human Resources	Human Resources Specialist II	\$74,536.80	\$79,658.43	▲ 6.9%	\$83,850.98	▲ 12.5%	\$88,043.52	▲ 18.1%
IT	Director of Information Technology	\$122,387.55	\$135,617.60	▲ 10.8%	\$142,755.37	▲ 16.6%	\$149,893.14	▲ 22.5%
IT	Network Administrator I	\$78,114.40	\$90,177.66	▲ 15.4%	\$94,923.85	▲ 21.5%	\$99,670.04	▲ 27.6%
Multiple	Administrative Assistant I	\$61,204.00	\$53,910.57	▼ (11.9%)	\$56,747.97	▼ (7.3%)	\$59,585.36	▼ (2.6%)
Planning & Community Dev.	Inspector I	\$61,204.00	\$67,224.71	▲ 9.8%	\$70,762.86	▲ 15.6%	\$74,301.00	▲ 21.4%
Planning & Community Dev.	Planner I	\$74,536.80	\$79,263.70	▲ 6.3%	\$83,435.47	▲ 11.9%	\$87,607.25	▲ 17.5%
Planning & Community Dev.	Parking Enforcement Officer I	\$52,977.60	\$58,848.52	▲ 11.1%	\$61,945.81	▲ 16.9%	\$65,043.10	▲ 22.8%
Planning & Community Dev.	Supervisory Inspector	\$82,180.80	\$95,378.57	▲ 16.1%	\$100,398.49	▲ 22.2%	\$105,418.42	▲ 28.3%
Police	Animal Control Supervisor	\$78,114.40	Insufficient data					
Police	Lieutenant	\$132,974.40	\$110,001.74	▼ (17.3%)	\$115,791.31	▼ (12.9%)	\$121,580.88	▼ (8.6%)
Police	Police Data Administrator	\$70,990.40	Insufficient data					
Public Works	Facility Maintenance Manager	\$78,114.40	\$96,661.74	▲ 23.7%	\$101,749.20	▲ 30.3%	\$106,836.66	▲ 36.8%
Public Works	Maintenance Worker I		\$40,094.13		\$42,204.35		\$44,314.57	
Public Works	Maintenance Worker II	\$43,576.00	\$47,917.51	▲ 10.0%	\$50,439.48	▲ 15.8%	\$52,961.46	▲ 21.5%
Public Works	Mechanic I	\$61,204.00	\$60,299.96	▼ (1.5%)	\$63,473.64	▲ 3.7%	\$66,647.32	▲ 8.9%
Public Works	Mechanic Supervisor	\$74,536.80	\$81,656.76	▲ 9.6%	\$85,954.48	▲ 15.3%	\$90,252.21	▲ 21.1%
Public Works	Parks Supervisor	\$74,536.80	\$84,773.95	▲ 13.7%	\$89,235.74	▲ 19.7%	\$93,697.53	▲ 25.7%
Public Works	Sustainability Coordinator II	\$70,990.40	Insufficient data					
Recreation	Community Center Supervisor	\$82,180.80	Insufficient data					

Pay Plan Development

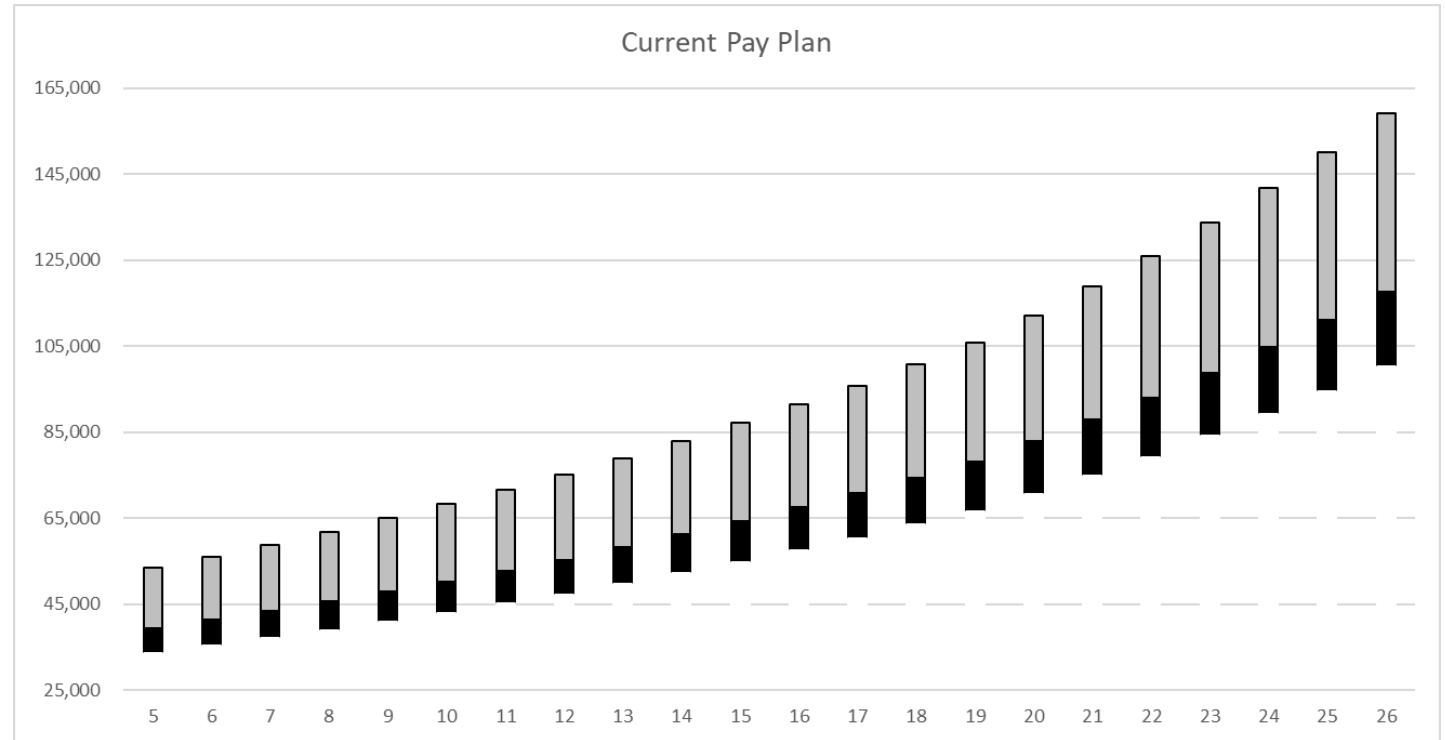
- Baker Tilly led discussions with the City's project team with regards to the number of pay plans, type of pay plans, and design of pay plans.
- Determination for the number of pay plans an organization needs may be influenced by the diversity of jobs, diversity in grading procedures, internal equity versus external competitiveness, and even your organizational culture.
- The City currently utilizes 3 pay structures: General, Police, and Police Command.

- 
- Baker Tilly recommended 2 pay structures with positions originally classified to the Police Command structure incorporated into the General Pay Plan.
 - General = 112 positions
 - Police = 4 positions

Current vs. Proposed: General Pay Plan

Current

Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Differential
5	33,675.20	39,624.00	53,476.80	59%	
6	35,360.00	41,600.00	56,160.00	59%	5.0%
7	37,065.60	43,596.80	58,843.20	59%	4.8%
8	38,979.20	45,864.00	61,921.60	59%	5.2%
9	40,934.40	48,152.00	65,020.80	59%	5.0%
10	42,972.80	50,564.80	68,265.60	59%	5.0%
11	45,136.00	53,102.40	71,676.80	59%	5.0%
12	47,299.20	55,640.00	75,108.80	59%	4.8%
13	49,753.60	58,531.20	79,019.20	59%	5.2%
14	52,249.60	61,464.00	82,971.20	59%	5.0%
15	54,849.60	64,542.40	87,131.20	59%	5.0%
16	57,595.20	67,766.40	91,478.40	59%	5.0%
17	60,361.60	71,011.20	95,867.20	59%	4.8%
18	63,502.40	74,713.60	100,859.20	59%	5.2%
19	66,684.80	78,436.80	105,892.80	59%	5.0%
20	70,678.40	83,158.40	112,257.60	59%	6.0%
21	74,921.60	88,129.60	118,996.80	59%	6.0%
22	79,248.00	93,246.40	125,881.60	59%	5.8%
23	84,177.60	99,028.80	133,702.40	59%	6.2%
24	89,232.00	104,977.60	141,710.40	59%	6.0%
25	94,577.60	111,280.00	150,217.60	59%	6.0%
26	100,256.00	117,956.80	159,224.00	59%	6.0%



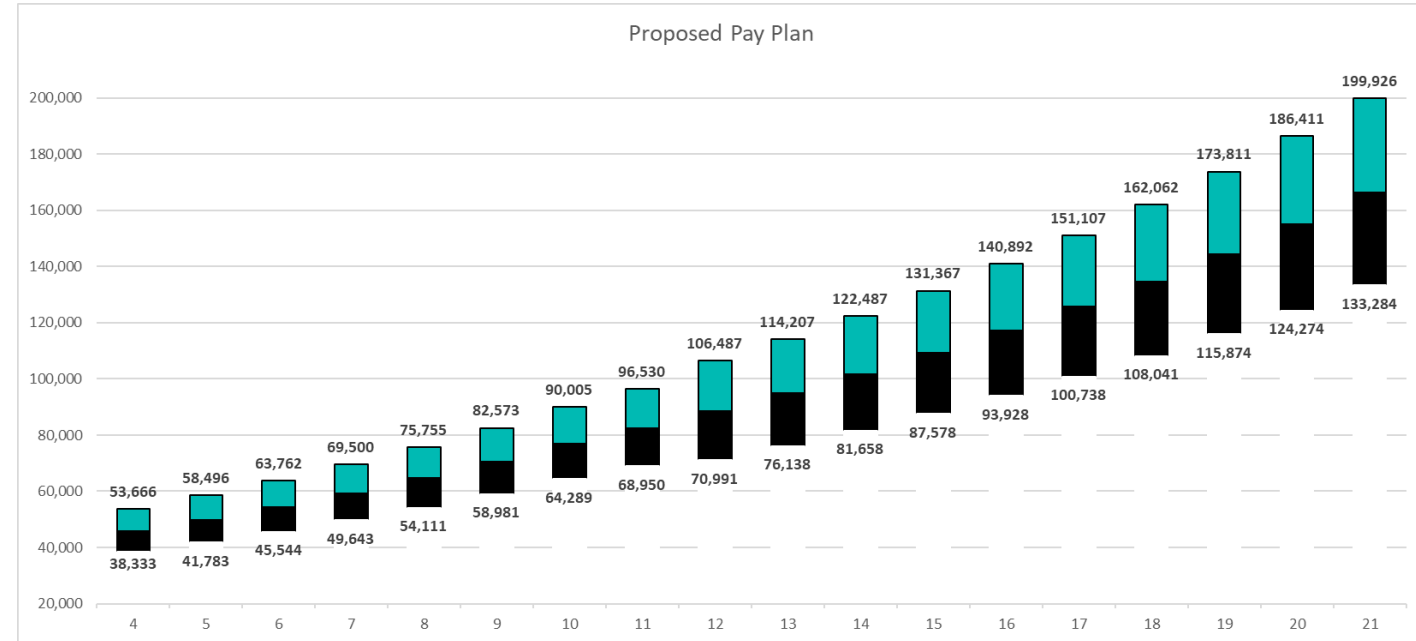
- Open Range Plan
- 21 Grades (5 through 26)
- 59% Range Spreads
- 4.8% to 6.2% Midpoint Differentials

- Minimum to Midpoint = 18%
- Midpoint to Maximum = 35%

Current vs. Proposed: General Pay Plan

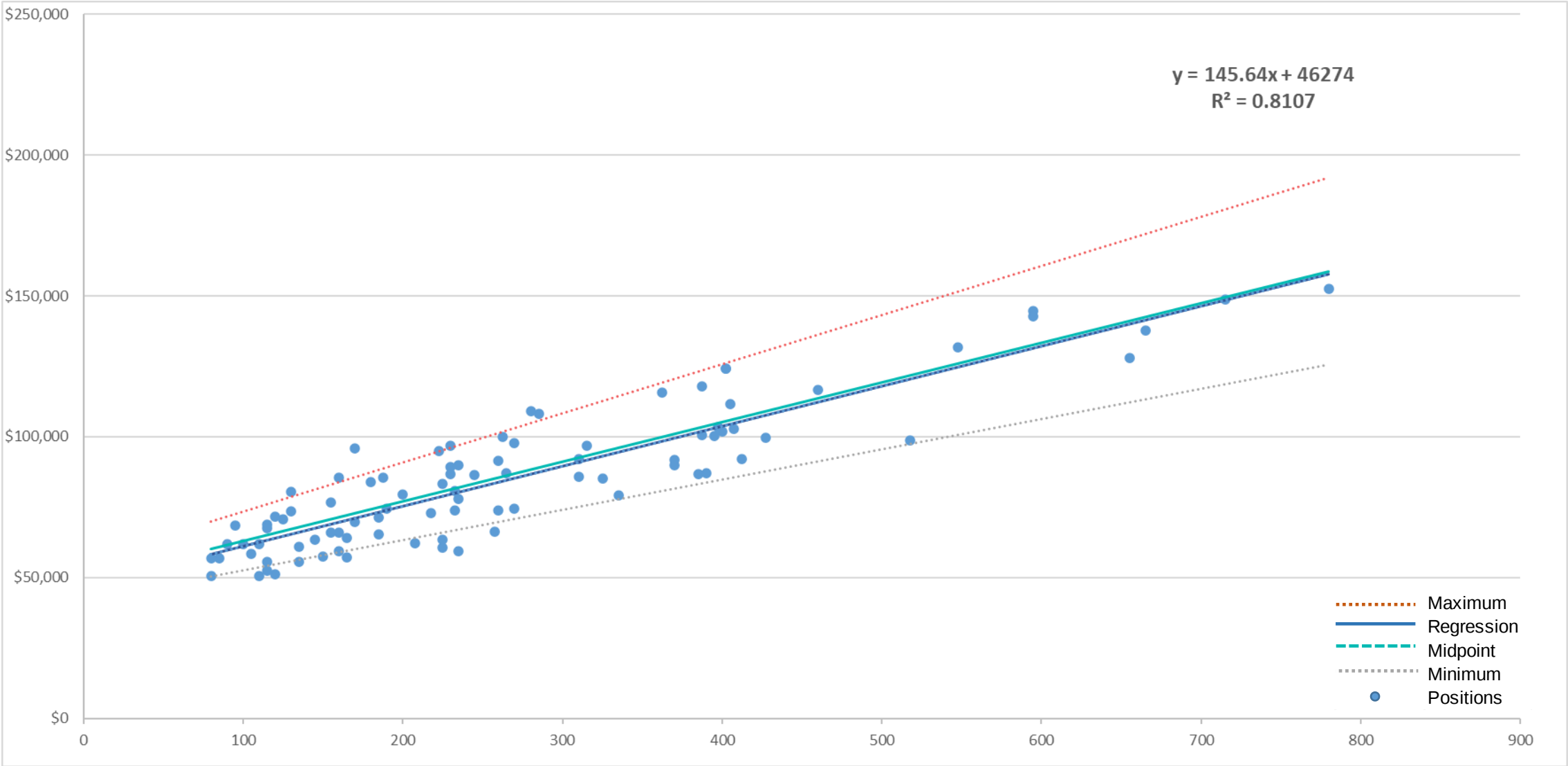
Proposed

Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Differential
4	\$38,333	\$46,000	\$53,666	40%	9.00%
5	\$41,783	\$50,140	\$58,496	40%	9.00%
6	\$45,544	\$54,653	\$63,762	40%	9.00%
7	\$49,643	\$59,572	\$69,500	40%	9.00%
8	\$54,111	\$64,933	\$75,755	40%	9.00%
9	\$58,981	\$70,777	\$82,573	40%	9.00%
10	\$64,289	\$77,147	\$90,005	40%	9.00%
11	\$68,950	\$82,740	\$96,530	40%	7.25%
12	\$70,991	\$88,739	\$106,487	50%	7.25%
13	\$76,138	\$95,173	\$114,207	50%	7.25%
14	\$81,658	\$102,073	\$122,487	50%	7.25%
15	\$87,578	\$109,473	\$131,367	50%	7.25%
16	\$93,928	\$117,410	\$140,892	50%	7.25%
17	\$100,738	\$125,922	\$151,107	50%	7.25%
18	\$108,041	\$135,051	\$162,062	50%	7.25%
19	\$115,874	\$144,842	\$173,811	50%	7.25%
20	\$124,274	\$155,343	\$186,411	50%	7.25%
21	\$133,284	\$166,605	\$199,926	50%	7.25%



- Open Range Plan
- 18 Grades (4 through 21)
- 40 to 50% Range Spreads
- 9% to 7.25% Midpoint Progression
- Aligned to the market at the midpoint

Regression Analysis: General Pay Plan



General Pay Plan Title & Grade Assignments

Grade assignments were established with consideration to SAFE scores and market values.

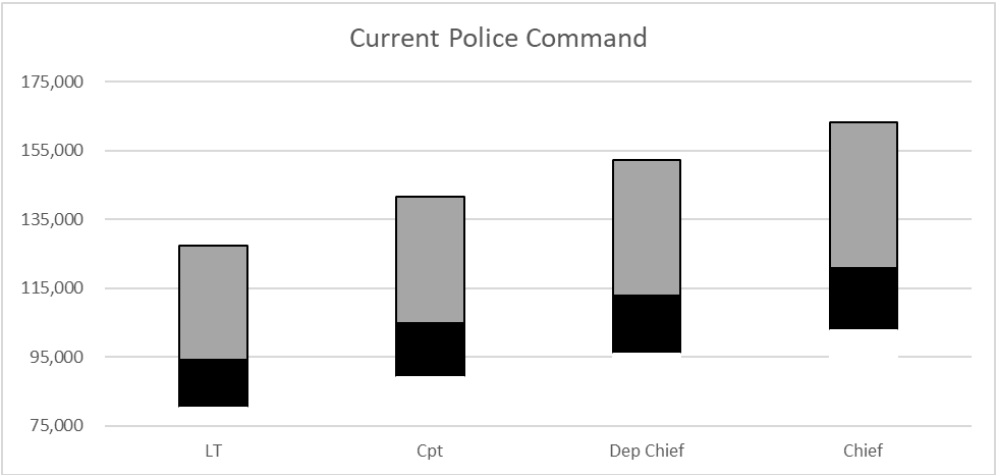
Department	Project Title	Grade	Minimum	Midpoint	Maximum
Administration	Assistant City Manager	20	\$124,274	\$155,343	\$186,411
Finance	City Treasurer	19	\$115,874	\$144,842	\$173,811
Public Works	Director of Public Works	19	\$115,874	\$144,842	\$173,811
Human Resources	Director of Human Resources	18	\$108,041	\$135,051	\$162,062
IT	Director of Information Technology	18	\$108,041	\$135,051	\$162,062
Planning & Community Dev.	Director of Planning & Community Development	18	\$108,041	\$135,051	\$162,062
Recreation	Director of Recreation	18	\$108,041	\$135,051	\$162,062
CARES	Director of Social Services	18	\$108,041	\$135,051	\$162,062
Planning & Community Dev.	Assistant Community Development Director	17	\$100,738	\$125,922	\$151,107
Public Works	Assistant Director - Parks	17	\$100,738	\$125,922	\$151,107
Planning & Community Dev.	Assistant Director of Planning & Community Development	16	\$93,928	\$117,410	\$140,892
IT	Assistant Director of Information Technology	16	\$93,928	\$117,410	\$140,892
Recreation	Assistant Director of Recreation Facility Operations	16	\$93,928	\$117,410	\$140,892
Recreation	Assistant Director of Recreation Programs	16	\$93,928	\$117,410	\$140,892
Recreation	Aquatic and Fitness Center Supervisor	15	\$87,578	\$109,473	\$131,367
CARES	Clinical Supervisor	14	\$81,658	\$102,073	\$122,487
CARES	Community Resource Advocate	14	\$81,658	\$102,073	\$122,487
Police	Crisis Intervention Counselor Supervisor - Police	14	\$81,658	\$102,073	\$122,487
IT	IT Specialist II	14	\$81,658	\$102,073	\$122,487
Finance	Accounting Administrator	13	\$76,138	\$95,173	\$114,207
Police	Animal Control Supervisor	13	\$76,138	\$95,173	\$114,207
Police	Communications Supervisor	13	\$76,138	\$95,173	\$114,207
Police	Crisis Intervention Counselor II - Police	13	\$76,138	\$95,173	\$114,207
Planning & Community Dev.	Planner II	13	\$76,138	\$95,173	\$114,207
Police	Police Accreditation Manager	13	\$76,138	\$95,173	\$114,207
Administration	Communications Specialist	12	\$70,991	\$88,739	\$106,487
Police	Crime Prevention Officer/ PIO	12	\$70,991	\$88,739	\$106,487
Public Works	Environmental Coordinator II	12	\$70,991	\$88,739	\$106,487
Administration	Executive Assistant to the City Manager	12	\$70,991	\$88,739	\$106,487
Public Works	Mechanic Supervisor	12	\$70,991	\$88,739	\$106,487
IT	Network Administrator I	12	\$70,991	\$88,739	\$106,487
Public Works	Parks Supervisor	12	\$70,991	\$88,739	\$106,487
Police	Police Data Administrator II	12	\$70,991	\$88,739	\$106,487
Recreation	Recreation Supervisor	12	\$70,991	\$88,739	\$106,487
CARES	Community Education and Workforce Development Coordina	11	\$68,950	\$82,740	\$96,530
Administration	Deputy City Clerk	11	\$68,950	\$82,740	\$96,530

Current vs. Proposed: Police Command

Current

Position	Minimum	Market	Maximum	Range Spread
Lieutenant	80,121.60	94,265.60	127,254.40	59%
Captain	89,169.60	104,915.20	141,627.20	59%
Deputy Chief	95,974.82	112,897.55	152,347.85	59%
Chief	102,752.00	120,889.60	163,196.80	59%

- Open Range Plan
- 4 grades, designated by position
- 59% range spread

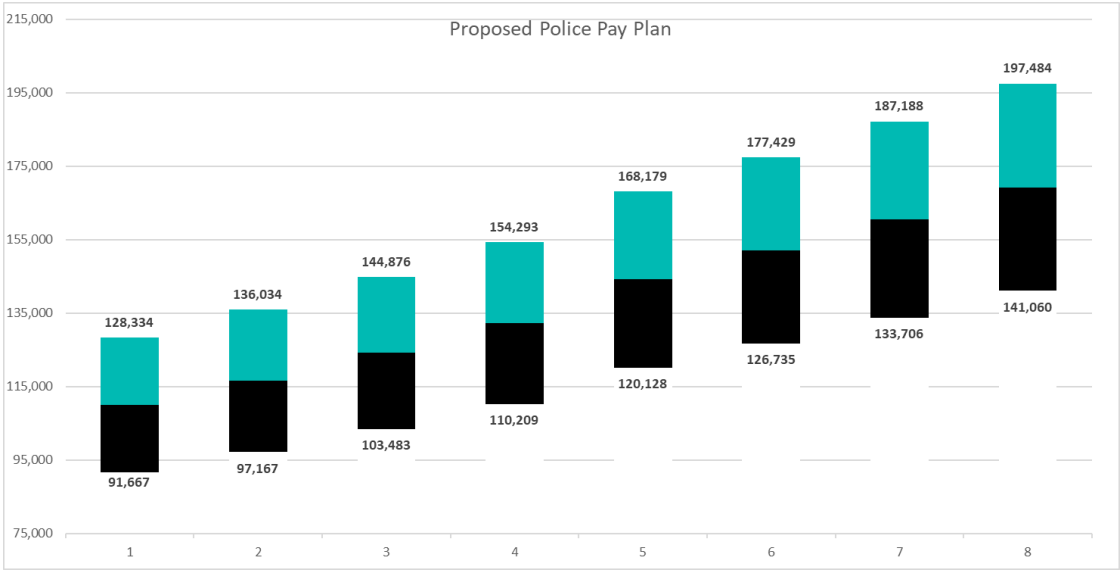


- Minimum to Midpoint = 18%
- Midpoint to Maximum = 35%

Proposed

Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Differential
1	\$91,667	\$110,000	\$128,334	40%	6.00%
2	\$97,167	\$116,600	\$136,034	40%	6.00%
3	\$103,483	\$124,179	\$144,876	40%	6.50%
4	\$110,209	\$132,251	\$154,293	40%	6.50%
5	\$120,128	\$144,154	\$168,179	40%	9.00%
6	\$126,735	\$152,082	\$177,429	40%	5.50%
7	\$133,706	\$160,447	\$187,188	40%	5.50%
8	\$141,060	\$169,272	\$197,484	40%	5.50%

- Open Range Plan
- 8 Grades
- 40% Range Spread
- 5.5% to 9% Midpoint Differential
- Aligned to the market at the midpoint





Implementation Scenarios

- **Option 1:** Move employees to the minimum if their current salary is below the minimum 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 full 2% increase instead. Therefore, no employee receives less than a 2% increase.
 - *This option can be in combination with a planned COLA increase.*
- **Option 3:** Employees below the minimum would move to the minimum, then all employees would receive a 0.5% adjustment multiplied by their years of service, capped at the maximum of their pay range. For example, an employee with 10 years of service would receive a 5% adjustment.

Recommendations

We urge the City of Greenbelt to:

- Approve the recommended position title and classification adjustments.
- Approve the pay plans and position grade assignments.
- Approve an implementation scenario that addresses the City's compensation philosophy, business goals, and that is fiscally sustainable.
- Continue efforts to maintain the classification and compensation system:
 - Routinely review positions, job descriptions, and market conditions.
 - Adjust the pay structure and salaries, annually, to keep pace with the market.
 - Adopt merit increases, annually, to reward employees and ensure advancement through assigned pay ranges.

What's Next?

- Presentations to employees on Wednesday, January 4th
- Presentation to City Council on Wednesday, January 4th
- Baker Tilly to provide training to City's HR staff responsible for administering and maintaining new classification and compensation system going forward.

Additional Items Delivered

- Benefits Comparison Report
- Pay Policy Recommendations
- Updated Job Descriptions
- FLSA Review

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



12/27/2022 1:54 PM

City Council Meetings & Work Sessions
January – February

Advisory Board Interview	Mon.	01/09	7:10 pm
Regular Meeting	Mon.	01/09	7:30 pm
No Meeting	Wed.	01/11	
No Meeting	Mon.	01/16	
Work Session – Speed Camera (tentatively)	Wed.	01/18	7:30 pm
Regular Meeting	Mon.	01/23	7:30 pm
Work Session – Recreation/Museum Merger	Wed.	01/25	7:30 pm
Four Cities Meeting (College Park)	Thur.	01/26	7:00 pm
Work Session – TBD	Mon.	01/30	7:30 pm
Work Session – TBD	Wed.	02/01	7:30 pm
Work Session – Combined Properties/Greenway Center	Mon.	02/06	7:30 pm
Work Session – Board of Elections (tentatively)	Wed.	02/08	7:30 pm
Regular Meeting	Mon.	02/13	7:30 pm
Work Session – TBD	Wed.	02/15	7:30 pm
No Meeting	Mon.	02/20	
Work Session – Greenbelt Station	Wed.	02/22	7:30 pm
Regular Meeting	Mon.	02/27	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



12/27/2022 1:54 PM

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
Prince George's County State's Attorney
(*presentation*)
Plastic Bag Ban (*Jan. or Feb*)
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														